

MALVERN WELLS PARISH COUNCIL

Minutes of the Parish Council Meeting of Malvern Wells Parish Council duly convened and held in Malvern Wells Village Hall, Wells Road, Malvern Wells commencing at 7.30pm on **Wednesday 28th November, 2018**

Present: Councillors N Chatten (Chairman)
H Burrage, B Knibb, S Freeman M Dyde, J Baker,
J Black, J Wagstaff

Also in attendance: David Taverner (Clerk and Responsible Finance Officer)
County Cllr Lucy Hodgson

85/18 Apologies for absence: Councillors T O 'Donnell, C O'Donnell, J Smethurst, B Murphy, K Wagstaff

86/18 Declarations of Interest

a) Register of Interests: Councillors were reminded of the need to update their register of interests: No Changes were required

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature: There were none.

c) To declare any Other Disclosable Interests in items on the agenda and their nature: There were none

87/18 To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): There were none

88/18 Approval of minutes of Parish Council meeting held on 31st October, 2018

The minutes of the meeting held on 31st October were approved as a correct record of the meeting and were signed as such by the Chairman

89/18 Three Counties Showground- Masterplan Review Presentation by Mr Ken Nottage -Chief Executive TCS

The Chairman welcomed Mr Nottage to the meeting who presented details of the intended review of the Society's site masterplan. This had last been updated in 2009 to assist Malvern Hills District Council with the production of parts of the South Worcestershire Development Plan.

Mr Nottage explained that the review would focus on key TCS projects over the next 3 to 10 years that are affordable, deliverable and address the key threats to and opportunities for the Society.

The Society is mindful that the showground sits within the Malvern Hills AONB and the boundary of the Malvern Wells Conservation area lies 0.5 miles to the west of the site. Local Plan Policy and SWDP policy set out specific requirements governing any development which may be proposed for the existing site.

Attracting approximately 1 million visitors a year the TCS makes a substantial and important contribution to the local economy and the reworked master plan is aimed at building on that by

- Improving income streams through improving facilities aimed at drawing more tourists and visitors to the area

- Improving the diversity of accommodation facilities on offer including new lodges within Langdale Wood and improvements to camping facilities
- Improving biodiversity opportunities through new planning and enhanced management arrangements.

In closing Mr Nottage circulated information packs illustrating the TCS medium term plan proposals. Useful discussions had taken place with the Council's NDP consultant on the way ahead and there would be further scope for the Parish Council's Neighbourhood Development Plan to incorporate issues arising from the TCS proposals going forward.

The Chairman thanked Mr Nottage for his most informative presentation, and it was agreed that further meetings between the TCS and the Parish Council should take place as the plans were developed as necessary as part of the planning consultation process.

90/18 Presentation from Paul Esrich, Malvern Hills AONB regarding request for Parish Council support

The Chairman welcomed Paul Esrich AONB Partnership Manager to the meeting who outlined the reasoning behind their request for voluntary donations to support the work of the AONB Partnership running costs

Paul explained that the Malvern Hills AONB Partnership is essentially a consortium of local authorities, heritage, tourism, environmental, farming and business organisations that work together to protect and enhance the area's natural beauty. This is achieved not only by promoting best practice in land management but also through supporting sustainable tourism and travel initiatives, promoting local sustainable enterprise, influencing important planning issues and enhancing people's knowledge, enjoyment and understanding of the area. The Partnership also has a strong track record in providing grants for local projects, especially to community groups. Examples of AONB supported initiatives within the Malvern Wells Parish area had included

- Development and review of an AONB Management Plan – setting out clear objectives and policies to help protect and conserve natural beauty in the area.
- Production of a suite of land management and planning related guidance for use by local community groups and others, including a Landscape Strategy and Guidance on Building Design: <http://www.malvernhillsaonb.org.uk/guidance.html>
- Assistance with projects relating to restoration and maintenance of gas lamps
- Eco garden at Malvern Wells Primary School
- Undergrounding power lines at St Wulstan's Local Nature Reserve
- Fencing work (to allow the reintroduction of grazing) at St Wulstan's Local Nature Reserve
- Restoration of Holywell and Jubilee spouts

Unsurprisingly in the recent economic climate, funding from central and local government has been reducing in all areas and more emphasis is now being placed on localism. This means that local communities are increasingly expected to decide for themselves their priorities and the initiatives they consider to be of most value.

The nature of funding arrangements means that at present that the AONB unit is leveraging in approximately £3 from central government for every £1 contributed locally. In addition the AONB also draws in project funding in to benefit the local area from external funders such as the Heritage Lottery Fund.

Accordingly Parish Councils in the AONB had been approached to ask if they might help us maximise the unit's funding by providing some financial support for the Malvern Hills AONB Partnership on a voluntary basis.

The AONB staff team that spearheads the work of the Partnership has been reduced to less than 3 full time equivalent employees. Consequently, the unit is operating with salary and administrative costs as lean as possible to ensure maximum funding for projects and initiatives in the area.

In 2018/19 Parish Councils contributed £3K to the unit's core running costs of approximately £ 190k. MWPC itself contributed of £1.6K, but received direct funding of £4k from the AONB in terms of support for the development of its Neighbourhood Plan. The AONB unit had also given direct assistance with the application for lottery funding for the planned new gas lamps project

Paul also advised that he was continuing to liaise with the planning team regarding the designs for new Parish Boundary signage which would hopefully be available early on 2019.

George Demidowicz has been commissioned by the Malvern Hills AONB Unit to compile a list of locally important heritage assets (including buildings) in the parish of Malvern Wells. The purpose of this work is to improve the evidence base of the heritage of this part of the AONB, in accordance with the AONB Management Plan and with the Local List Supplementary Planning Document (SPD) produced by Malvern Hills District Council. Further information on this SPD can be found at

<https://www.malvern hills.gov.uk/heritage-assets>

Malvern Hills District Council is aware of and supportive of this work which should be concluded by the end of February 2019

It was agreed that the level of voluntary donations payable to external organisations such as the AONB and the South Worcestershire Citizens Advice Unit would be reviewed each year by the Finance & General Purposes Committee prior to any future payment being made.

91/18 Reports from Committees

Report of Planning Committee held on 14th November 2018.

The Chairman presented the report of the planning committee which had been held on 14th November 2018. The reports were noted and accepted by the Council

92/18 Reports from Working Groups

(a) Neighbourhood Development Plan (NDP) working group

There had been further discussions with the Council's NDP consultant regarding additional information needed to supplement work undertaken on the plan to date. As part of these discussions it was felt that a renewed Housing Needs Survey (previously undertaken in 2009) should be carried out. The costs of this would be in the order of £2.5K.

Additionally it had been recommended that a second stage landscape assessment exercise should be undertaken at an estimated cost of approximately £9K.

It was envisaged that this exercise would serve to further

- evaluate the sensitivity of the landscape in the parish.
- establish the capacity of parcels of land to accommodate future (residential) development from a landscape and environmental perspective.
- identify potential constraints to development.
- identify opportunities to enhance the existing landscape qualities and characteristics of the study area.
- identify areas of particularly high value that may warrant local protection/designation

There was no current budgetary provision for either of these sums both of which will need to be given consideration during the formulation of the Council's 2019/200 budget

The next meeting of the NDP working group meeting had been scheduled for 13th February,2019

- (b) Gas lamps working group.** There had been no meeting of the Group since the previous Council meeting. It was noted that as the application to the Lottery Heritage Fund for grant funding had not been successful, the new gas lamps project would not be able to proceed unless alternative external funding sources could be identified. The Clerk advised that the Council would be able to secure borrowing from the Public Works Loans Board to assist with funding of the scheme, however this would result in an additional call on the Parish Precept and local taxpayers which the Council had previously resolved not to do.

It was noted that some of the lanterns on the Wells Road were not functioning properly and the Clerk advised that he make contact with Sight Designs to resolve the matter

- (c) Communications working group.** There had been no meeting of the Group since the previous Council meeting.

- (d) Events working group.**
Cllr Burrage had submitted a comprehensive review of the Annual Fete and Classic Car Show which can be viewed at the following web link [Parish reports](#)

The working group was due to meet again on 4th March to discuss initial arrangements for the 2019 renewal which was due to be held on Sunday 8th September.

- (e) Open Spaces working group.** There had been no meeting since the previous Parish Council meeting.

- (f) Jubilee Gardeners working group**
Some additional Autumn planting and maintenance works had been undertaken

With regard to the planned restoration of Water supply from the Jubilee Fountain Cllr Black advised that the group had ascertained that the water flow to the fountain appeared to be satisfactory. There would be a need to access the rear of the fountain to work on the pipework to reinstall the push button control unit which was being sourced.

The lack of run-off water drainage at the Fountain was the reason the push-button tap was installed during the Fountain's renovation. Cllr Black had already (with Ian Burrage for the Gardeners) done a quick assessment of the water run-off from the Fountain and identified which drain in Grundys Lane might inherently capture any water should the tap be left on. Cllr Black had agreed to contact David Armitage about the tap itself, and the Fountain's internal plumbing, to begin the process of identifying a solution to the problem and a plan of action in this regard would be presented to a future meeting of the Council.

Members had previously agreed to allocate a budget of up to £500 to accommodate work on the feasibility of this project.

93/18 Financial matters

(a) Payment of accounts

The following accounts were **unanimously approved** for payment: -

REF	Payee	FOR	NET £	VAT £	GROSS £
1341	Office Outlet	Stationery	25.43	5.09	30.52
1342	Susan Black	Marquee Hire - Fete	50.00	-	50.00
1343	Steve Maund	Grass Cutting	1,500.00	-	1,500.00
1342	Medisol Ltd	Defibrillator Batteries	282.00	56.40	338.40
1343	Physio Control UK	Replacement Payment for unpresented cheque 29 3 16	650.00	130.00	780.00
1344	Bank Charges	november Carol Concert & Remembrance Sunday Expenses	15.95		15.95
1345	Helen Burrage	Expenses	118.41	14.67	133.08
1346	David Taverner	Salary november	1,675.55		1,675.55
1347	NEST Pensions	Clerk Pension November	70.40		70.40
1348	BT WI FI	BT WI FI Mobile - Nov	12.50	2.50	15.00
1349	DMPayroll Servicces	Audit Fee	100.00		100.00
1354	Water Plus	Cemetery Water - Meter 1	24.08	-	24.08
1350	Water Plus	Cemetery Water - Meter 2	35.44		35.44
1351	Steve Maund	Outdoor work November	956.80	-	956.80
1352	Printed Banners & Signs	Carol Concert adverts	26.40	5.28	31.68
1353	Carolyn Aynsworth	Wells News Honorarium	150.00		150.00
		TOTALS	5,692.96	213.94	5,906.90

(b) Internal Audit report on Financial activity during the first half of the 2018/19 Financial Year

The Clerk presented the report of the Council's external auditor Diane Malley on Financial activity during the first half of the financial year. The accounts had been found to be in good order and had been independently verified to the bank reconciliation statement at 30th September

94/18 Report from Clerk on action undertaken since the previous meeting

- Supervision of Christmas illumination scheme
- Completion of Winter Edition Wells News deliveries
- Preparations for Remembrance Sunday Service
- Preparations for Christmas Carol Concert

95/18 Reports from Members on external bodies

These reports can be viewed at the following weblink:

[District and County Councillor reports](#)

96/18 There being no further business to transact the Chairman closed the meeting at 9.15pm

Chairman..... Cllr N Chatten

Dated 30th January, 2019