

Little Malvern & Welland Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 16th May 2016

<http://e-services.worcestershire.gov.uk/MyParish>

Present

Cllrs. Mrs V Nelson (Chairman), Miss J Dalton, Mr M Davies, Mr J Gibbs, Mr P Gillett, Mr P Hancock, Dr. J Humphries, Mr J Mortimer, Mrs M Purser, Mrs M Sumner.

In Attendance

Mr D Sharp (Clerk) Mrs A Brookes (Footpaths Warden) and ten members of the public.

50/16 Election of Chairman

Cllr. V Nelson was unanimously elected Chairman and duly completed her 'acceptance of office'.

51/16 Apologies

Cllr. Mrs E Horton-Smith (accepted). Also County Cllr. Mr T Wells, District Cllr. Mrs C O'Donell

52/16 Interests

- i. **Councillors Declarations of Disclosable Pecuniary Interests and Other Disclosable Interests regarding items on the agenda:** Cllr. Gillett declared an ODI on planning application 16/00524/HOU since he was friends with the applicant.
- ii. **Notification of changes to the register of interests:** There were none.
- iii. **To consider written requests from councillors for the council to grant a dispensation for those with Disclosable Interests to take part in discussions or voting. (Written requests to be with the clerk at least 4 clear days prior to a meeting.):** Cllr. Gillett to discuss application 16/00524/HOU. This was approved and the dispensation would last until the next ordinary elections.

53/16 Election of Officers, Committees, Working Groups and Parish Council Representatives and to consider their delegated powers

This was deferred until June.

54/16 Planning

To consider responses to the following applications:

Application No	From	Details
16/00524/HOU	Mrs S Downey Mill Cottage Drake St	Erection of single storey extension to front of the property
16/00547/HOU 16/00548/LBC	Mr R Cousins Lawn Farm, Drake St	Small oak framed extension to the rear of the property, to replace dilapidated porch
16/00622/FUL	Mr Denis Schwarz Welland Way Gloucester Rd	Demolition of existing agricultural building and replacement with a dormer bungalow

Cllr. Davies abstained from voting due to his position as District Councillor.

The following responses were agreed:

16/00524/HOU – 'The Parish Council has no objection.'

16/00547/HOU & 16/00548/LBC - 'The Parish Council has no objection.'

16/00622/FUL - 'The Parish Council has no objection to the principle of restricted development on this brownfield site although it is outside the current settlement boundary. However we believe the design of the dwelling lacks architectural merit and we would have liked to see this development as an opportunity to test new construction methods and technologies rather than replicate buildings on the opposite side of road.'

There is a lack of information regarding building materials (details on application form only) which would have a huge impact on its appearance - more detail is required regarding colour and textures of bricks etc. to be shown on the proposed elevations to allow the Parish Council to understand how it will appear within the streetscene.'

55/16 Minutes

To consider for adoption the minutes of the last Parish Council meeting held on 18th April:

These were accepted as an accurate record and they were signed by the Chairman.

56/16 Progress reports and other matters arising from these minutes

The Clerk reported that he was to meet another landscaping contractor to try to finalise clearing work at the cemetery, laying of new slabs by the village hall and to make easier pedestrian access to the bank bordering Spitalfields.

57/16 Reports by District and County Councillors and other Representatives.

Annual reports were given at the Annual Parish Meeting held earlier.

58/16 Committee & Working Party Reports & Recommendations

i. Neighbourhood Planning Working Group: Further review of the plan was ongoing following public consultation and a meeting with MHDC to test the effectiveness of the Plan was still to be finalised. It had also been necessary to return grant funding of £1238 which was unspent by 31 March.

ii. Communications Working Group: *To consider maintenance of new website – hosting, charging, advertising etc.*: Cllr. Mortimer gave a demonstration of the new site

www.wellandparishcouncil.org.uk at the Annual Parish Meeting held earlier and confirmed that Cllr. Gibbs' wife would assist with maintenance.

iii. S106 Working Group: A meeting had been held with MHDC to review projects that had been put forward for funding. Clerk was to contact the district surveyor for valuation advice for Purser's Orchard which was a possible site for the Welland Wellbeing Project.

iv. Playing Fields/Open Spaces Working Group:

a. *To consider accepting ownership and maintenance of communal land adj. to SSSI on Guild Homes site Drake Street:* Further discussions were to take place with Guild Homes and Mr and Mrs Haddock who owned the SSSI adjacent to the land in question.

b. *To consider obtaining a quotation from TGMS for a comprehensive survey of Spitalfields with recommendations how to improve drainage:* Following a request from Welland Juniors FC further discussions were to take place with Worcestershire FA before any decision was taken.

v. Highways Working Group: The school flashing warning sign had been installed and adjacent homeowners were to be asked to trim back low tree branches to aid visibility.

The VAS on Drake Street was still working erratically. It was due to be placed on Marlbank next month and would be further monitored.

Parking at the school, particularly around 9am, was of cause for concern and the Clerk was to arrange a meeting with the headteacher to discuss the issue.

59/16 Rural Rate Relief***To consider applications from:***

i. *The Stores, Gloucester Rd: It was agreed* to support the application and to make a financial contribution of £152.21. Hence an additional 50% discretionary relief would be awarded in addition to the 50% mandatory relief.

ii. *Holdfast Cottage Hotel:* It was agreed to support the application but not to make a financial contribution. Hence an additional 25% discretionary relief would be awarded in addition to the 50% mandatory relief.

60/16 Correspondence***To review the following correspondence previously circulated:***

From	*email	Subject
CALC	*	Updates
MHDC	*	Rural Housing Spotlight
Harriett Baldwin	*	Local Bus Service
Street Naming	*	Spring Meadows Avenue
MHDC		Nominations for Standards Committee
MHDC	*	CIL and Developer Contributions Workshop Agenda 25th April
WCC	*	Volunteering in Your Communities - Invitation from County Councillor Lucy Hodgson 9th June 2016
WCC	*	Worcestershire Roadworks Reports
WCC	*	The Queen's 90th Birthday Celebrations in June
Locality	*	Could your neighbourhood become a community-led housing trailblazer?
MHDC	*	Planning Training
David Manning	*	South Worcestershire Rural Communities programme
CALC	*	Community Tree Packs from The Woodland Trust
MHDC	*	Parish Conference - 18 April - slides and further information
WCC	*	School Flashing Sign
WCC		South Worcestershire Rural Door Knocking Project

61/16 Finance

i. To consider approval of payments due: The following payments were approved from the **Main Account**:

From/Due To	Date	Amount	Details
J Moore	03/05	£118.00	Lengthman Duties (Apr)
Broadleaf Tree Care	26/04	£300.00	Grass Cutting
Steve Maund	24/04	£240.00	Grass Cutting
MHDC	16/05	£152.21	Rural Rate Relief
E Hardman	16/05	£72.00	Handyman (£90 Gross)
D Sharp	16/05	£378.75	Clerk's Fee (£404.08 Gross SP25 + £69.27 NDP)
	TOTAL	£1,260.96	

The following payments were made between meetings were ratified:

1. A transfer of £100 from the main account to the Neighbourhood Plan account.
2. A payment of £1238 to Groundworks UK from the Neighbourhood Plan account for unspent grant.

Accounts Summary

Reserves Lloyds B/F	£96.88	£96.88	Main Account B/F	£5,568.24
Reserves BOI B/F	£2,871.12			
Interest	£0.23	£2,871.35	WCC Lengthman	£197.23
Fête Account	£79.13	£79.13	MHDC Precept	£11,148.50
Buildings Account	£804.47	£804.47		
Neighbourhood Plan Account	£1,164.75			
Transfer	£100.00		Transfer	-£100.00
Groundwork UK	-£1,238.00	£26.75	May Payments	-£1,260.96
Total C/F		£3,878.58	Main Account C/F	£15,553.01

ii. To confirm the appointment of the Internal Auditor: Mr Steve Tustin was approved.

62/16 Any other matters for report or for future consideration

A brief report was presented on meetings with the developers for both the Bovis and Guild Homes sites. A channel for communications had been established for any future issues to be discussed. Councillors were reminded of a meeting with MHDC on 7th June at 1.30pm to discuss affordable housing.

A special church service was to be held on Sunday 12th June for the Queen's birthday. The village fête and dog show were to be held on Saturday 25th June.

63/16 Date of the next meeting

Monday 20th June at 7.30pm was confirmed.

There being no further business the meeting concluded at 9.35 pm.