

# West Malvern Parish Council

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## Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> June 2020 Online.

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Due to Covid 19 restrictions this meeting was held online. The public and local county and district councillors were able to access the meeting if they wished.

### **Present**

Cllrs. Mr W Shearer (Chairman), Mrs C Bower, Mrs J Burford, Mr L Gregory, Mr T White.

### **In Attendance**

District & County Cllr. Prof J Raine, District Cllr. N McVey and Mr D Sharp (Clerk).

### **71/20 Apologies**

**To consider acceptance of apologies for absence from Councillors:** Cllrs. Mr C Rouse and Mr A Turner (accepted).

### **72/20 Interests**

**i. Councillors Declarations of Disclosable Pecuniary Interests (DPI) and Other Disclosable Interests (ODI) regarding items on the agenda:** There were none.

**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:** There were none.

### **73/20 Reports from other representatives**

**To receive reports from County and District Councillors, Malvern Hills Trust, Tree and Footpaths Wardens and other representatives:**

**District & County Cllr. Prof John Raine and District Cllr. Natalie McVey** reported that both District and County Councils were holding their ordinary meetings online. Recycling rates had improved and it was noted also that domestic waste collection quantities had increased since the Covid 19 restrictions. Finally they confirmed that all local 'rough sleepers' were being housed in Worcester.

### **74/20 Minutes**

**To consider for adoption the minutes of the last Parish Council meeting:** The minutes of the meeting held on 11<sup>th</sup> May were approved and signed by the Chairman.

### **75/20 Progress Reports and other matters arising from the minutes**

It was noted that the village handyman had resumed duties.

### **76/20 Planning**

**To consider responses to any late submitted applications:** No applications had been received.

### **77/20 Playing Fields**

A new bollard had been installed on the track leading to the playing fields. The Clerk also confirmed that there had been some large gatherings reported on the fields, against government guidelines, and the situation would be monitored.

### **78/20 Allotments & Community Woodland**

No issues had been reported.

### **79/20 Highways & Footpaths**

Parking on the zig-zag lines outside the school was still a problem, but the parish council considered there was little they could do to solve the issue.

### **80/20 Emergency Measures**

**To review the current situation and consider any further actions necessary concerning the current Covid 19 pandemic:** It was noted that new decking was being installed at the Brewers Arms.

**81/20 Finance**

**i. Completion of 'Annual Governance Statement':** This was completed and would be signed by the Chairman and Clerk when possible.

**ii. Approval of Annual Accounts:** These were approved and the Accounting Statement on the AGAR (previously signed by the Clerk/RFO) would be signed by the Chairman when possible.

**iii. Completion of AGAR requirements:** The Internal audit report was approved and also the 'Certificate of Exemption', which would be signed by the Clerk/RFO and Chairman when possible.

**iv. To review effectiveness of internal financial controls:** These were considered suitable for the needs of the Parish Council.

**v. To consider payment of invoices presented:** The following payments were approved:

From/Due to	Date	Amount	Details
Start Traffic	22/04	£75.85	Playing Field Traffic Bollard
Accu	15/05	£24.56	Bollard Fittings
Go Greener	06/05	£180.00	Allotment Skip Hire
DA Sharp	08/06	£347.05	Clerk's Fees 35hrs(Gross £433.65 SP25)
	<b>Total</b>	<b>£627.46</b>	

After these payments are made bank balances will be as follows:

<b>Savings Account B/F</b>	<b>£14,544.49</b>
<b>Savings Account C/F</b>	<b>£14,544.49</b>

<b>Community Account B/F</b>	<b>£21,656.79</b>
Allotment Rents	£41.30
Cancelled cheque (Go Greener)	£216.00
June Payments	-£627.46
<b>Community Account C/F</b>	<b>£21,286.63</b>

**82/20 Correspondence**

**To consider the following correspondence previously circulated:**

FROM	* email	SUBJECT
Misc	*	Covid 19 Information and advice
WCC	*	South Worcestershire Development Plan Review Parish and Town Council Newsletter May 2020
WCC	*	Visit Worcestershire Update
WCC	*	Mineral Site Allocations Call for Sites

**83/20 Councillors' items for Report**

Nothing further was discussed.

**84/20 Next Meeting**

The next Parish Council Meeting will be held on Monday 13<sup>th</sup> July 2020 7.30pm. Venue to be arranged.

There being no further business the meeting closed at 8.00 pm.