**West Malvern Parish Council**

**Minutes of the Parish Council Meeting held on**

**Monday 9th September 2013 in the Fisher Hall.**

**Present**

Cllrs. Mr W Shearer, Mrs E Harnden, Mr S Allison, Mrs J Burford, Mr A Turner, Mr L Unsworth.

**In Attendance**

County & District Cllr. Prof. J Raine; District Cllr. Mr J Roskams; Mr B Harper (Sight Design);

Mr M Aldridge (Chairman Allotment Association); Mr D Sharp (Clerk).

Before the meeting Mr Harper discussed the problem of overgrowth obscuring some of the gas lamps. He also mentioned that a study may be made of the insects that are found in the lanterns, and their effect on the local bat population. He was still investigating the viability of installing a central management system and was happy to join councillors in a planned inspection of the lamps towards the end of September.

Mr Aldridge brought up several issues that had been raised at the last Allotment Association meeting and it was agreed to make an inspection of the plots with The Chairman and Clerk on Thursday 12th September.

**95/13 Apologies**

***To consider acceptance of apologies for absence from Councillors:*** Mr C Rouse (Malvern Hills Conservators).

**96/13 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. (Written requests to be with the clerk at least 4 clear days prior to a meeting.):*** There were none.

**97/13 Reports from other representatives**

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

**County Cllr. John Raine** reported that there had been little business conducted in August but he had met with the Leader of The Council and several local issues were to be addressed.

At District Council level he commented on the approval for the development of the Lamb Inn and confirmed that the council was continually looking to transfer services to out side bodies. As such he suggested that the AONB design guidance report for new development might prove useful to the parish council in the future. Finally he confirmed that Civil Enforcement Officers would be in place in November to address parking issues throughout the district.

**98/13 Minutes**

***To consider for adoption the minutes of the last Parish Council meeting:*** The minutes of the meeting held on 8th July were approved and signed by the Chairman.

**99/13 Progress Reports and other matters arising from the minutes**

The Clerk confirmed that he had not heard from the Diocese with regards to the future of the village hall freehold and that the village hall committee was still awaiting a new lease.

**100/13 Planning**

The following applications were considered:

|  |  |  |
| --- | --- | --- |
| **Application No** | **From** | **Details** |
| 13/00906/HOU | Mr K Wright  1 Lower Montpelier Rd | Three new roof windows to existing roof |
| 13/00982/HOU | Mr Malcolm Harrison  Grosvenor House, Park Rd | Minor alterations including reconstruction to provide disabled facilities and raised decking, enclosed entrance porch with balcony with cedar cladding, open porch with balcony for disabled with cedar cladding, replacement utility window and replacement window and velux on south elevation. (Retrospective) |
| 13/00998/FUL | Mrs Bobbin Martin  176 West Malvern Rd | Erection of dwelling |
| 13/01032/HOU | Mr C & Mrs M Senior  Foxhole, West Malvern Rd | Erection of single storey to provide sitting room, bedsit and en-suite |

It was agreed to recommend the following applications for approval:

13/00906/HOU, 13/00982/HOU, 13/01032/HOU

It was agreed to recommend the following application for refusal:

13/00998/FUL - 'The parking provision is inadequate and the building is out of keeping with the local neighbourhood.'

From next month no hard copies of planning applications would be available from MHDC and a discussion took place about the purchase of a projector, possibly shared with another parish. Clerk to get costings.

**101/13 Playing Fields**

***To report progress on installation of new equipment:*** The Clerk reported that MHDC had agreed funding and this would be transferred later this month. He had contacted the contractors and initial ground works would be started soon.

During the process to apply for funding it had transpired that the playing fields were not registered with the land registry. It was agreed that this should be rectified and the Clerk was to make enquiries into the process.

It was agreed to meet with representatives of WestFest to discuss the maintenance of the track.

**102/13 Allotments & Community Woodland**

An increase in dog fouling in the woodland was of concern, as was the continual need for maintenance, The Clerk was to enquire about Community Payback.

**103/13 Highways & Footpaths**

***To consider action following the parish survey of Highways issues:*** Two main issues had been identified: Firstly the lack of weed control and the Clerk had made enquires about the possibility of taking responsibility for weed control on the highways and footways from WCC.

Secondly the encroachment of vegetation onto the highway, particularly down Harcourt Road which had narrowed the carriageway by about a metre. The Clerk was to request action from WCC.

**104/13 Finance**

***To consider payment of invoices presented:***

The following payment was made between meetings and was approved:

|  |  |  |  |
| --- | --- | --- | --- |
| **From/Due to** | **Date** | **Amount** | **Details** |
| D Sharp | 19/08 | £325.62 | Clerk's Fee (August) |

The following payments were approved:

|  |  |  |  |
| --- | --- | --- | --- |
| **From/Due to** | **Date** | **Amount** | **Details** |
| J Moore | 31/07  02/09 | £236.00 | Lengthman Fees (July/August) |
| SF Creamer | 31/07  31/08 | £72.00 | Bus Shelter Cleaning (July/August) |
| West Malvern Village Hall | 17/07 | £35.00 | Hall Hire |
| Sight Design | 11/06 | £303.60 | Gas Lamp Maintenance |
| DA Sharp | 09/09 | £316.16 | Clerk’s Fees Sep (£395.36 gross SP25) |
|  | **Total** | **£962.76** |  |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Savings Account B/F** | **£4,459.82** |  | **Community Account B/F** | **£8,275.11** |
|  |  |  | WCC Lengthman (May-Jul) | £590.00 |
|  |  |  |  |  |
|  |  |  | September Payments | (£1,288.38) |
| **Savings Account C/F** | **£4,459.82** |  | **Community Account C/F** | **£7,576.73** |

**105/13 Correspondence**

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

|  |  |  |
| --- | --- | --- |
| **FROM** | **\* email** | **SUBJECT** |
| MHDC | \* | MHDC - SADMC - Pre-Committee Site Visits – The Bank House |
| MHDC | \* | 13-00403-FUL-Reconsultation - The Lamb Inn |
| County Cllr. John Raine | \* | Meeting with Chief Executive of the County Council |
| MHDC | \* | Parish News Update |
| John Brook | \* | WestFest |
| CALC | \* | Meeting 24th September |
| West Malvern Village Hall |  | Hire Charges |
| Hilary Elgar &  Janet Whittlestone |  | Holm Oak |
| Malvern Hills AONB |  | Management Plan |
| CPRE |  | Countryside Voice |
| MHDC |  | Annual Review & News Update |

**106/13 Councillors’ items for Report**

Nothing further was discussed.

**107/13 Next Meeting**

The date of the next Parish Council Meeting was confirmed as Monday 14th October 2013 in the Fisher Hall.

There being no further business the meeting closed at 9.20 pm.