

MALVERN WELLS PARISH COUNCIL

Minutes of the meeting of Malvern Wells Parish Council duly convened and held in The Village Hall, Wells Road, Malvern Wells at 7.30pm on Wednesday 30th October, 2019

Present: Councillors: - Mrs J Smethurst (Chairman)

B Knibb, P Stanier

Mrs H Burrage, J Black, G Turrell (Following co-option (minute 62/19 refers)

Also, in attendance:

David Taverner (Clerk and Responsible Finance Officer)

County Councillor Lucy Hodgson (from 8.15pm)

- 73/19** Apologies for absence: Councillors N Chatten, J Wagstaff, K Wagstaff, M Dyde, T O'Donnell, C O'Donnell, J Baker
The Clerk requested that, as far as possible, apologies for absence should be submitted not less than 24 hours prior to the relevant meeting of the Council, so that an assessment could be made of the potential for any particular meeting not being quorate.

Councillors were saddened to learn that the reason for Cllr Chatten's absence was the death of his father and the Clerk was asked to send condolences to Cllr Chatten on behalf of the Parish Council.

- 74/19** Co-option of new Parish Councillor
Mr Geoff Turrell, who had previously expressed an interest in joining the Parish Council, was in attendance at the meeting. A copy of Mr Turrell's CV had previously been circulated to all Council Members.
Following discussion Cllr Black proposed that Mr Turrell should be co-opted to serve on the Parish Council and this proposal was seconded by Cllr Knibb. On being put to the vote it was **unanimously resolved** that Mr Geoff Turrell should be co-opted to serve as a member of Malvern Wells Parish Council.

- 75/19** Declarations of Interest
Register of Interests: Councillors were reminded of the need to update their register of interests: No changes were noted.
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 Cllrs Burrage and Smethurst each disclosed an interest in Agenda item 10a Payment of accounts in respect of their claims for reimbursement of expenses

- 76/19** To consider written requests to the Council to Grant a Dispensation to speak on any item on the agenda (S33 of the Localism Act 2011): There were none

77/19 Minutes of the Parish Council Meeting held on 25th September, 2019

The minutes of the Parish Council meeting that was held on 25th September, 2019 had been previously circulated. The minutes were **unanimously approved and adopted** as a correct record of that meeting and were signed as such by the Chairman.

78/19 Matters arising from the Parish Council minutes of 25th September, 2019 -There were none

79/19 Planning application [19/01512](#) Woodlands Eaton Road Malvern WR14 4PE Proposed work to elevations to include new balcony and replacement of windows with doors
Members raised no objections to this application

80/19 Reports from Committees and working groups

(a) Environment Committee - 16th October, 2019

The Clerk presented the minutes of the Environment Committee meeting which had been held on 16th September. The report was **noted and adopted** by the Council

(b) Planning Committee -23rd October, 2019

The Clerk presented the minutes of the Planning Committee meeting which had been held on 23rd October. The report was **noted and adopted** by the Council.

(c) Finance & General Purposes Committee -17th October, 2019

The Clerk presented the minutes of the Finance & General Purposes Committee meeting which had been held on 17th October. The report and the **recommendations contained therein were noted and approved by the Council.**

Following the latest budget monitoring review, it was noted that, as there had been no progress with the replacement gas lamps project, the budget for the scheme was currently showing a £10k underspend. It was agreed by at the Finance & General Purposes Committee (F & GP) that the Council should be recommended **(R1)** to allocate the unspent budget to its earmarked reserve for future Community Development which as a result would increase to £50k

There had been some discussion regarding the costs of production of the half-yearly Wells News magazine. It had been agreed at F & GP to recommend to Council **(R2)** that a notice should be published, in the forthcoming winter edition, to advise parishioners that copies of the magazine would in future only be distributed in hard copy on request. The Magazine would continue be published electronically on the Council's website
Following requests from local organisations for funding assistance FG & GP had agreed to recommend to Council **(R3)** that the following donations should be made from the 2019/20 community support budget: -

South Worcestershire Citizens Advice Bureau £1K
Worcestershire AONB £0.76K

It was noted that a donation of £1k had already been made, following the approval of Council, to the Wells School following their request for support for their early years reading project. It was agreed to give consideration to a similar donation to the Wyche School once they had identified a scheme worthy of support.

b) Gas lamps working group. There had been no meeting of the group since the previous Parish Council meeting. The Council's contractor, Sight Designs Ltd, had recently completed a cycle of maintenance on all of the Lamps. The Clerk has been asked to contact Sight Designs to enquire whether there was any possibility of providing training on the maintenance of the lamps for the Council's Outdoor contractor.

(c) Neighbourhood plan working group.

The Clerk advised that the working group had met recently to discuss progress on the: -

- Instigation of Housing Needs Survey
- Site Assessments
- Local Green Space report
- Finance -Balance of Locality Grant and payments due

The Plan remains on track to be completed by the Summer of 2020

(e) Open Spaces Working Group

A further meeting was due to be convened to consider the purchase of new play equipment. An order had been placed with the council's fencing contractor to undertake the realignment of the fencing line at the Assarts Road play area. Decisions would now need to be made by the working group on the particular new items of play equipment that would be installed.

Work had commenced on for the establishment of a wildflower meadow on a portion of the Assarts Road by the AONB contractors.

The Council's solicitors had sent a letter of instruction to Meesha Patel at the District Council legal department to progress the intention to compulsorily purchase of a parcel of land, which is located at Cherry Tree Drive and Mulberry Drive on the Fruitlands Estate in Malvern Wells. The Council is attempting to obtain legal title to the land for the benefit of the community to develop the land into a recreational space and play area for the local population to enjoy.

(f) Events Working Group

The Remembrance Sunday Service had been well attended and the occasion had been well observed. The next community event being planned was the annual "Sing a Song at Christmas" which was taking place on Friday 13th December

The Date for the 2020 Fete and Classic Car Show had been fixed for 6th September,2020

(g) Jubilee Gardeners Working Group

Winter Maintenance works were being undertaken at the garden and the County Council had been approached regarding repairs needed to the uneven footpath leading into the garden from the Wells Road

h) Communications working group. There had been no meeting of the group since the previous Parish Council meeting

(i) Cemetery Working Group

Cllr Burrage advised that a meeting of the working group would need to take place to discuss how best to present the various headstones and artefacts transferred to the Parish Cemetery from Worcester Cathedral and the former St Peters Churchyard

81/19 Financial Matters

(a) The Council formally noted the conclusion of the 2018/19 external Audit which had received an unqualified audit opinion. The interim 2019/20 first half year interim internal audit had also been completed satisfactorily

b) Payment of Accounts. The following accounts were approved for payment: -

REF	Payee	FOR	NET £	VAT £	GROSS £
1523	IAN BURRAGE	JUBILEE GARDEN MATERIALS	14.97	3.00	17.97
1524	WORCESTER UKULELE CLUB	ATTENDANCE AT FETE	150.00		150.00
1525	JR & UM HOWES	STEEL BAND - FETE	150.00		150.00
1526	MARTIN THOMAS	OUTDOOR WORK - OCTOBER	260.00		260.00
1527	TRISH BEECROFT	TUG O WAR ROPE-FETE	39.00		39.00
1528	BRITISH TELECOM	MOBILE WI FI AUGUST	12.50	2.50	15.00
1529	DM PAYROLL SERVICES	INTERIM AUDIT FEE 2019/20	150.00		150.00
1530	HMRC	PAYE & NAT INS -SEPTEMBER QTR	2,287.70		2,287.70
1531	KIDWELLS SOLICITORS	LEGAL ADVICE RE FRUITLANDS LAND	118.80		118.80
1532	LADY HAIG POPPY FACTORY	REMEMBRANCE WREATH OUTDDOR WORK AND GRASS CUTTING	76.20	14.00	90.20
1533	STEVE MAUND	DONATION TO READING RESOURCES PROJECT	2,906.55		2,906.55
1534	MALVERN WELLS COF E PRIMARY SCHOOL		1,000.00		1,000.00
1535	N POWER	CEMETERY ELECTRICITY	76.58	3.83	80.41
1536	PRINTED BANNERS AND SIGNS	FETE ADVERTS	60.00	12.00	72.00
1537	SIGHT DESIGNS LTD	GAS LAMPS MAINTENANCE	464.00	92.80	556.80
1538	MRS J SMETHURST	FETE EXPENSES	39.72		39.72
1539	D M TAVERNER	CLERK SALARY TELEPHONE AND ADMIN EXPENSES SEPT QTR	1,715.16		1,715.16
1540	D M TAVERNER		192.15	50.09	242.24
1541	VIKING SUPPLIES	STATIONERY	119.06	23.81	142.87
1542	WESTCOTEC	VAS BATTERIES	167.50	33.50	201.00
1543	G HERBERT BANKS	HANLEY ROAD LAND VALUATION	275.00	55.00	330.00
TOTALS			10,274.89	290.53	10,565.42

82/19 Chairman's Correspondence

(a) Funding request – Maggs Homeless Centre

Cllr Burrage reported that a local Group, Malvern Cares, are working with Maggs to get the funding to open a new Day Centre for Homeless in Newtown Road. £25,000 has so far been raised which will support the recruitment of staff and commission the fitting out of the building. A further £13,000 is needed to finalise establishment of the project. The Day Centre is now due to open in mid-January 2020. The Wells Singers have chosen the new Maggs Malvern Homeless Day Centre as their charity for the carols collection this year. The link shown to the article below has a lot of information about the project. The Gazette reported last week that the District Council has made a large capital donation. <https://malvernobserver.co.uk/news/campaigners-appeal-to-raise-7000-for-new-lifeline-service-for-malverns-homeless/> Following discussion, it **was unanimously resolved** that the Council should round up the collection taken at the Christmas Carols event to a sum of £500 to support the establishment of the project.

83/19 Report of County Councillor.

This can be viewed at [Latest County Councillor report](#)

84/19 Report of District Councillor -

This can be viewed at [Latest District Councillor report](#)

There being no further business to transact the Chairman closed the meeting at 9.35 pm.

Minutes approved.....

Chairman

27th November,2019