

Malvern Wells Parish Council

Minutes of Meeting held on 28th January 2021 at 7:00pm via Zoom

RESIDENTS COMMENTS

Q. Can the residents questions and answers received be minuted?

A. A brief note of the questions and answers is made by the clerk. Parish Council Minutes are a record of decisions made, not the discussions.

Q. Has the NDP Woodfarm document been read and have the comments been taken on board?

A. The document has been read.

A. The housing allocation for Woodfarm Road has been removed from the NDP.

Present

Cllrs. B Knibb, C O'Donnell (Chair), C Gates, H Burrage, T O' Donnell, J Black, J Baker, P Stanier, G Turrell, D Preece

In Attendance

Mrs S Hart (Clerk), 5 members of the public

1. Apologies:

To consider acceptance of apologies for absence from Councillors:

Cllrs K Wagstaff, M Dyde

2. Declarations of Interest

a) Register of Interests: there were none.

b) Disclosable Pecuniary Interests: there were none.

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

d) Written requests for the council to grant a dispensation: there were none.

3. Minutes

To consider for adoption the minutes of the Parish Council meeting held on:

These were amended for accuracy and will be signed by the chairman at a later date convenient to the Chair and Clerk whilst observing social distancing guidelines.

4. Progress reports and other matters arising from these minutes:

<i>Item</i>	<i>Notes</i>
<i>Jubilee garden sign to be erected.</i>	<i>Being arranged by Cllr Burrage, we are currently waiting for a written quote.</i>
<i>Updating signatories on the Natwest bank account</i>	<i>This is being processed by the bank</i>
<i>Updating signatories on the HSBC account</i>	<i>This will be sent to the bank after Cllr O'Donnell signs the Nov minutes - which are due for approval at the Jan 2021 meeting.</i>
<i>Clerk to seek clarification on whether the role of Vice Chair can be shared.</i>	<i>Worcestershire CALC have confirmed that the role cannot be shared.</i>

The progress reports were **noted**.

5. Co-option to Councillor vacancy

It was **resolved** to move this motion to the next Council meeting to allow the candidates to provide more detailed written supporting statements.

6. Appointment of Vice Chair

It was **resolved** to appoint Cllr D Preece to the role of Vice-Chair.

7. Appointment of Councillor to Finance and General Purposes Committee (F&GP)

It was **resolved** to appoint Cllr P Stanier to the F&GP committee.

8. Appointment of Councillors to Gas Lamps Working Group

It was **resolved** to appoint Cllr G Turrell to the Gas Lamps working group.

9. Appointment of Councillors to Neighbourhood Development Plan Working Group (NDP)

It was **resolved** to appoint Cllrs H Burrage, J Baker, D Preece to the NDP working group.

10. For Council to consider a request from a member of the public to join the NDP working group.

It was **resolved** to appoint T Kidwell to the NDP working group.

11. Events Working Group Recommendation - Fete plans for September 2021

It was **resolved** that the Events working group should continue to go ahead with plans for the fete (with appropriate cancellation clauses).

12. Neighbourhood Development Plan – 2 monthly status review

It was **resolved** that the Neighbourhood Development Plan should continue to be on hold for another two months whilst the refreshed working group took time to get up to date on the previous work, and prepare terms of reference.

13. Financial Matters

a) The payment of accounts was **approved**:

PAID DEBIT CARD	13/12/2020	Zoom	Monthly subscription Dec20	14.39
PAID DEBIT CARD	20/11/2020	Viking UK	Stationery	40.31
BANK TRANSFER	01/01/2021	MHDC	Bin collection - cemetery	59.86
BANK TRANSFER	21/12/2020	Coddington Christmas Tr	Christmas tree - erection, delivery, disposa	250.00
PAID DEBIT CARD	05/12/2020	Namesco Limited	Apache Backup	29.99
PAID DEBIT CARD	13/12/2020	Zoom	Subscription Jan	14.39
DD	12/01/2021	Lloyds Bank	Bank charges Dec/Jan	7.00
PAID DEBIT CARD	09/01/2021	Namesco Limited	Authenticated SMTP Access	21.00
BANK TRANSFER	22/01/2021	EON	Cemetery electricity	27.57
BANK TRANSFER	23/01/2021	M Thomas	Outdoor work Dec/Jan	434.26
BANK TRANSFER	11/01/2021	British Gas	Gas lamps fuel	1,540.66
BANK TRANSFER	24/01/2021	M Alexander	Cemetery management Dec/Jan	647.25
BANK TRANSFER	19/01/2021	WCALC	Audit training S Hart	30.00
BANK TRANSFER	22/01/2021	S Maund	Outdoor work Dec/Jan	1,867.20
BANK TRANSFER	22/01/2021	S Maund	Fuel	34.57
BANK TRANSFER	27/01/2021	S Hart	Clerk salary Jan21	1,171.33

b) The following commitments from the Neighbourhood Development Grant fund were **approved**:

Carly Tinkler	Input to draft baseline of Design Code, and draft Design code	800.00
Cass Associates	Input to draft baseline of Design Code	825.00

c) It was **resolved** to approve the budget for 2021-2022 with a precept of £84,248.72.

14. Planning

Council considered applications received and **resolved** the following decisions/comments.

20/02040/HP	Erection of single storey timber garden room/home office with self contained guest accommodation	65 Assarts Road, Malvern, WR14 4HW	Malvern Wells Parish Council has no objection to this application.
T.2020.714	Traffic regulation order proposal. Proposal to install prohibition of waiting 'at any time' parking restrictions in Kings Rd / Richmonds Pitch The aim of the proposal is to improve access and visibility from Richmonds Pitch into Kings Rd	Kings Road/Richmonds Pitch	Malvern Wells Parish Council has no objection to this application.
20/01956/OUT	Outline application for construction of dwellinghouse with all matters reserved	Land Adj The Fairways, Woodfarm Road, Malvern	Resolved to move to next Planning meeting, extension to reply 18/02/21

15. District and County Councillor reports – to note.

County Councillor's Report for the January 2021 meeting of Wells Parish Council

St Wulstan's Nature Reserve

Over the past few months there have been a number of concerns raised about the increase use of the Nature Reserve. This has led to issues about parked cars, access to the Reserve, not feeling safe due to Covid risks and the grazing of parts of the reserve.

On the grazing I have had reassurances that this is done in accordance with guidelines for cattle grazing and forms part of the land Management plan for the reserve and is only on part of the reserve.

The issues of excess car parking are a cause for concern. A few years ago, I met with officers to look at what could be done to improve parking. There was some work done to remark the car park. I understand that a request has been considered to extend the car park, but this was rejected as it was not felt to be in keeping in the area. I have asked officers to look at the issue again. I have been kept informed about these concerns and the impact of the increased cars that are used to visit the reserve. My understanding that you can travel to open space by car, but you should keep it local. (To introduce any TRO can take a very long time and needs support of the statutory partners as well as residents. I have seen elsewhere if there are objections from residents a TRO being rejected).

A few months ago, I did ask the police to visit the area on a regular basis which I understand is ongoing.

One of the requests that has been made recently is to close the reserve. The council has taken the decision not to close any of their country parks and Nature Reserves during this lockdown

Registration Services open by appointment only

Registration Services in Worcestershire will continue to be open but by appointment only, with limitations to available services during the national lockdown.

According to Government advice, following Monday's announcement, wedding and civil partnership ceremonies should only take place under exceptional circumstances to reduce the possibility of Covid-19 transmission.

The number of guests permitted at the exceptional ceremonies that go ahead has been reduced to 6 people to further attempt to combat high Coronavirus infection rates.

The group of six does not include anyone working but does include the couple getting married.

Death registration continues to take place over the telephone. Birth registration has been suspended, as common practice in the New Year, please visit [Worcestershire Registration Services' dedicated webpage](#) for up to date information on when birth registrations will resume and for information on other registration services.

Communities step up to help with County's Covid vaccination programme

More than 170 new volunteers have signed up to the County Council's Here2Help service since the start of 2021, with many offering to assist with the mass Covid vaccine roll out.

Here2Help volunteers are being asked to support with symptom checking, conducting temperature checks, as well as directing and monitoring patients after they receive the jab at Covid vaccination clinics.

There have been 172 new offers of help since the start of the year and of these, over three quarters said they wanted to help with vaccinations.

A big thank you to everyone who has volunteered so far.

Council staff are currently working with Clinical Commissioning Groups and Primary Care Networks supporting Worcestershire's effort to deliver the Covid vaccination programme.

Almost 4,600 people have contacted Here2Help asking for support since it was launched by Worcestershire County Council back in March 2020. Requests to offer help is now up to 2,211.

Here2Help's opening hours remain Monday to Thursday 9am to 5pm and Friday 9am to 4.30pm. The service is closed over weekends and bank holidays.

Here2Help has been one of the real success stories to come from the Coronavirus pandemic and something the county can really be proud of.

To sign up to help, go to the [Here2Help website](#) and complete the online form under the 'Register as a volunteer' section.

The Council is looking for volunteers who are not over the age of 70, are not medically vulnerable and/or those who are not instructed to get a free NHS flu jab on medical grounds. All the usual categories are still on the form but a new 'Covid Vaccination Clinics' option has been added if people want to sign up specifically to help out at those clinics.

New Covid Vaccination centres

A number of New Vaccination Centres to open across the County

As of this last Monday a new vaccination centre has opened at the Artrix Centre in Bromsgrove. This will be followed by St Peter's Baptist Church opening this Monday and a facility at the 3 Counties Show Ground which will be open by mid-February at the latest.

Worcestershire has one of the highest Vaccination rates across the country with around 80% of all over 80-year old being given their first dose of Vaccine.

Careers helpline remains open to young people in Worcestershire

Schools and colleges may be closed, but the careers helpline set up to support young people during the pandemic remains open to young people in Worcestershire.

Run by Worcestershire County Council and Worcestershire LEP, the joint careers helpline is continuing to offer advice, information and guidance to young people across the county despite the latest lockdown measures.

First launched in March 2020 during the first lockdown, this service has been developed in light of the COVID-19 pandemic amid closures of education settings to support the young people of Worcestershire.

Careers services are still available via email and phone for all Worcestershire students, schools, parents, carers, job centres and those interested in finding out more about apprenticeships.

The Careers Worcestershire Helpline offers support to 16 – 24-year old's looking for information about education or training choices, including guidance on university choices, as well as the next steps and apprenticeship options available.

Worcestershire County Council is currently offering apprenticeships at intermediary, advanced and higher levels across a variety of different sectors including customer service business administration, finance and accounting, social care and civil engineering.

Anybody in England over the age of 16 can apply for an apprenticeship. They are nationally recognized and can help young people to gain qualifications and employability skills.

Please call 0300 666 3666 or email careersworcs@worcestershire.gov.uk to find out more.

For more information about careers, please visit the [Skills for Worcestershire website](#)

Traffic Regulation Order for Richmond Pitch and King Road

Following complaints about parking issues on the junction of Kings Road and Richmond Pitch it has been agreed to put in a restriction on the corner of the junction. I was sent a report and map before Christmas and agreed that the order should go ahead.

District Councillor Report – Jan 2021 – Cllr Dyde

Five Year Plan

A revised version of the council's Five Year Plan was approved by the Executive Committee on Tuesday (19 January) and includes several new actions focused on supporting communities and local businesses to rebuild following the disruption caused by the pandemic. This was ratified at full council on 26th January.

On the economy the council has committed to continuing to work with local traders to promote town centres and town centre plans, new apprenticeship and graduate grant programmes and a new Visitor Economy Action Plan to help the tourism sector.

The council is developing a new communities strategy which will build on the strengths of communities highlighted by the pandemic to make them stronger, sustainable, and resilient. Tackling loneliness, supporting those in poverty and revamping the council's youth plan to make sure it meets the needs of the district's young people. Bringing new housing sites forward based on community need, including provision for key workers, and a renewed commitment to tackling rough sleeping have been added to existing actions.

Councillors have also pledged to lobby for several active travel schemes across the district to support a green recovery from the pandemic and the council's carbon reduction aims.

The committee also approved a new five year business plan which sets out the financial challenges against which the council will deliver the actions in the Five Year Plan. The council needs to save another £500,000 by 2026, on top of more than £6million already saved from the budget since 2010, with less than one per cent coming from reductions to frontline services.

The council intends to continue to make savings through efficiency savings, working with other councils and growing its income but the report warns 'difficult decisions' are ahead. The pandemic has so far cost the council about £1.4million and there are future uncertainties including the speed of the economic recovery and future government decisions on local government funding.

Winter Fuel Vouchers

People on benefits, or households on low incomes who have been affected by the pandemic, can now apply to our partner Act on Energy for help paying their fuel bills. Visit www.malvern hills.gov.uk/coronavirus for more information.

Malvern Hills Trust Report – Nov 2020

There is a vacancy for an Estate Supervisor to undertake practical conservation and estate management work. This role has a particular focus on public access and furniture maintenance, tree management, building maintenance, and supervision of staff and contractors to assist the manager.

At the recent board meeting, the board voted to small increases to the council tax levy and car park charges (to £4.60 for an all day ticket). This was to cover inflationary increases in the operating costs.

With regards to car park, the trustees are debating whether to introduce a more intelligent charging system (e.g. half day rates). The car parking is a valuable income stream for the trust, to enable it to function. If you live in Malvern, the best option is always to buy an annual residents pass if you park regularly.

Most of the time recently has been spent looking at the ways the Trust can update it's operating procedures and processes. It appears that the only way to achieve this is through an expensive and prolonged process via an act of parliament. There is unlikely to be any appetite for the government to use it's time on this matter in the foreseeable future (given everything else that is going on), so I doubt there will be any movement on this for some time to come.

District Councillor Report Cllr Gallagher

The recent temporary closure of the Malvern hospital was due to workforce issues. It re-opened as soon as these were resolved. The issue is under review.

Covid numbers in Malvern have peaked and are starting to drop/stabilise.

16. Any other matters to report or for future consideration.

Cllr Gates reported that there has been a recent increase in surface water running down Grundy's Lane. Cllr Hodgson recommended that this was reported to Highways through the 'Report It' link so that it could be properly managed.

17. The date of the next meeting was agreed as 24th February 2021.

There being no further business the meeting concluded at 8:44pm.