

MALVERN WELLS PARISH COUNCIL

Minutes of a Meeting of Malvern Wells Parish Council duly convened and held in **The Village Hall, Malvern Wells on Wednesday 28th November, 2012** commencing at 7.30 pm

Present

Councillors:

K Wagstaff (Chairman)	
A Hull	Mrs A Bradshaw
Mrs H Burrage	J Black
Mrs C O' Donnell	B Knibb
M Victory	S Atwell
S Freeman	P Buchanan
N Johnson	

In attendance: Mr D Taverner (Clerk and Responsible Finance Officer)

Apologies recorded: None

85/12 To Record a) Disclosable Pecuniary Interests for the Meeting and b) any changes to be notified to the Register of Interests and Gifts & Hospitality

No changes were necessary to the declarations that had previously made.

Closure of the meeting to allow parishioners the opportunity to speak on any matter on the agenda

No questions or statements from parishioners were received.

86/12 Minutes of the Parish Council Meeting held on 24th October, 2012 to be confirmed and signed.

The minutes of the Parish Council meeting held on 24th October, having been previously circulated, were approved as a correct record of that meeting and were signed by the Chairman.

87/12 Matters Arising from the Minutes.

There were no matters arising from the approved minutes.

88/12 Report from the Local Policing Team

The Chairman welcomed Pc Susan Parr to the meeting.

PC Parr outlined crime data for the Malvern Hills Area and the Wells in particular. The level of Crime in the District had fallen when compared to previous months and the following breakdown of crime statistics for the months of October and November were reported-

Anti Social Behaviour	2
Criminal Damage	1
Assaults	1
Other crimes	2

PC Parr also advised Members that details of crime statistics for the local area could be accessed on line at the web link [Crime statistics - Malvern Wells](#)

The Chairman asked PC Parr to pass on the Council's thanks to Community Support Officers Helen Carstairs and Karen Watson for their help with the Remembrance Sunday parade and for their vigilance in dealing with an incident that occurred late at night in the Cemetery.

89/12 Report from Malvern Hills District Councillor– Cllr C Cheeseman

Cllr Cheeseman congratulated Cllr Victory for his achievement in securing The Prince's Trust PRIME Awards for Best Product and Senior Entrepreneur of the Year for his Rotaire Dryline product. Cllr Cheeseman's remarks were unanimously endorsed by all Members.

Cllr Cheeseman advised the District Council would be making changes to its waste collection service after receiving £1.67 million worth of government funding.

There will be weekly black sack collections and the introduction of new recycling arrangements that will meet new requirements for collecting glass. From next spring recycling will no longer be collected in sacks every week, with homes instead receiving a green wheelie bin that will be emptied once a fortnight.

90/12 Report from elected Conservator –Mr J Tretheway

Mr Tretheway reported that there had been potential sightings of ash dieback disease in and around Malvern which were being investigated.

While there remain no confirmed cases of the infection in the County, three suspected sightings had been reported to Malvern Hills Conservators, who had passed the information on to the Forestry Commission.

Some remedial work had been undertaken to some of the Parish footpaths which had become increasingly boggy in recent weeks

91/2 South Worcestershire Development Plan & Neighbourhood Planning update by David Clarke – MHDC Planning Officer

The Chairman welcomed Mr David Clarke – Planning Officer at Malvern Hills District Council to the meeting.

Mr Clarke gave an outline of the progress of the South Worcestershire Development (SWDP) plan.

On 13th November the District Council had voted to reject the plan with Members saying that they wanted further investigation of alternatives to some of the mass housing allocations proposed both within Malvern and on its boundaries with both Worcester and Wychavon who had both indicated that they would break away from the SWDP partnership to work on their own individual plans.

It was hoped that the MHDC members would have another chance to redeem the SWDP by reversing their previous vote at the Special Council meeting scheduled for 10th December.

Mr Clarke agreed that there were difficulties for organisations keen to link in their own neighbourhood and community plans to the SWDP

The Parish Council had encountered problems in submitting its Neighbourhood Plan application to MHDC and had experienced particular difficulty in establishing the level of the initial consultation that it was expected to undertake.

Mr Clarke advised that if they Parish Council wished to proceed with the development of a Neighbourhood Plan it would need to submit an application in accordance with the Neighbourhood Planning Regulations.

The Regulations state that an area application must include:

- (a) a map which identifies the area to which the area application relates;
- (b) a statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and
- (c) a statement that the organisation or body making the area application is a relevant body for the purposes of section 61G of the 1990 Act.

Although it is not a requirement of the Regulations, it would be helpful if any application could also include the following background information:

- An indication of the aims of the proposed Neighbourhood Plan
- Terms of Reference for the Neighbourhood Planning Team / Steering Group
- An indicative timetable for preparation of the Neighbourhood Plan
- Details of any community engagement to date
- Contact details

The purpose in requesting the above information – is to help anyone viewing the application for designation to get a better understanding of what the Neighbourhood plan would be use to promote

An effective model would enable the Neighbourhood to

- plan holistically, addressing the needs and aspirations of all sections of the Parish
- work across boundaries, to take into account the needs and aspirations of the neighbouring parishes
- promote a sense of settlement and community identity
- addressing the lack of certain community facilities in the Parish
- ensuring good design quality of new developments in the Parish to reflect local character and sustainability aspirations

The Chairman thanked Mr Clarke for his very informative presentation and it was agreed that Mr Clarke should be invited to attend the next meeting of the Neighbourhood Plan working group early in the new year.

92/12 Chairman's Correspondence

a) A request had been received for the siting of a new grit bin in Gordon Terrace at its junction with Old Wyche Road. The Clerk was asked to liaise with the County Council in this regard.

b) A letter of thanks for the assistance of the Clerk had been received from a member of the public who had been trying to locate the site of a relative's grave in the Cemetery.

93/12 Gas lamps Refurbishment project

Cllr Black reported that all but two of the lamps had now been reinstalled to their respective heads and all of the Wells Road lamps had also had their internal burner mechanisms fitted. Work was ongoing to complete the fitting of the burner mechanisms to the Holywell Road lamps and it was anticipated that this work would now be completed by mid December.

The Clerk advised the meeting that he had asked Sight Designs Ltd (SDL) to send in final invoices for all of the lamps that had not so far been billed so that a final grant claim could be submitted to the District Council.

It was noted that payment to SDL would only be made once the individual lamps were fully completed and seen to be working.

SDL had mentioned that they were working to quantify the costs of the additional work which they had undertaken on the various design intricacies of the lamps with a view to securing the agreement of the District Council to provide additional grant funding for that work.

It was agreed that the Clerk would contact SDL to obtain an up to date copy of the current planned refurbishment schedule, with a view to it being monitored on a weekly basis. The aim would be to ensure that the timetable is such that it will secure completion of the entire refurbishment project by 14th December.

There were concerns about the lights which were running on full burn during the day – particularly those along the Wells Road. The Clerk was asked to contact SDL to ask them to resolve the situation urgently.

It was agreed that SDL should be requested to provide a maintenance schedule which would list all of the parish's gas lamps and the date on which they were last inspected and maintained, together with details of any work which needed to be undertaken. It was agreed that the Clerk would contact SDL to arrange this.

British Gas had now supplied an amended invoice for the gas consumption based on the revised calculations which had been undertaken by the Clerk.

The original quarterly bill, submitted had been reduced by two thirds to a net sum of £511.55 a quarter. This would be reviewed once the refurbishment of all of the lamps had been completed.

94/12 Wells News Distribution

Printing of the Wells News had been completed and the Clerk would be delivering the booklets to the volunteer delivery team by the end of November

95/12 Community Events – Christmas Carol Service – Friday 14th December

Cllr Burrage advised the meeting that the annual carol service was scheduled to take place on 14th December in the Village Hall. The Hall would be decorated on Wednesday 12th December and anyone who wished to help with the decorations was asked to contact Cllr Burrage. Advertisements for the event would be placed in the Wells News and on the Parish Council website. It was unanimously agreed that a budget of £150 should be made available to pay for light refreshments and the pianist's fee

96/12 Clerks report on actions undertaken since the previous meeting of Children's play facilities in the Parish

- **Assarts Road playing field – drainage scheme and fencing renewal** – the Clerk reported that he was in the process of seeking quotations for this work, which would

be referred to the play and open spaces group and the Finance & General Purposes Committee for consideration when they were to hand.

- **Road and Path Sweeping** – the Clerk had requested that he path and road sweepers should be deployed in the area and those requests had finally been acceded to. The Clerk would be requesting that the sweeping should take place on a more regular basis in the future.
- **Provision of new play facilities -All Saints Ward** - the Clerk advised that he and the Chairman would be meeting Steve Bound – the Director of the Conservators on 18th December to follow up on the request for the release of conservators land for the construction of a new play facility.

97/12 Council Member Vacancy

The Clerk reported that an application for the Parish Council Member Vacancy had been received from Mr Kevin Hurst who was in attendance at the meeting. The Chairman welcomed Mr Hurst and thanked him for his resume which had been circulated. The Chairman advised that the closing date for applications had been set as 31st December and any applications received by that date would be considered by Members at their meeting on 23rd January, 2013

98/12 Financial matters

The following accounts were approved for payment:-

2954	David Taverner	Clerk -Salary and Expenses - November	1,543.96
2955	Simon Freeman	Work on Land Auction and Land Regisry Fees	1,729.75
2956	Sight Designs Ltd	Gas lamps Renovation	5,436.00
2957	HMRC	Tax and Nat ins Decembr Qtr	1,342.76
2958	Watren Ltd	Cemetery Water Supply	696.00
2959	Yvonne Scriven	Internal Audit Fee	150.00
2960	Lynne Hackles	Wells News Honorarium	50.00
2961	Martin Thomas	Cemetery Work	258.07
2962	Steve Maund	Outdoor work - November	1,096.99

There being no further business the Chairman closed the meeting at 9.45 pm

Signed.....
Chairman -23rd January, 2013