

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 on **Wednesday 26th November, 2014** commencing at 7.30pm

Present: Councillors Mrs H Burrage M Victory
A Hull Mrs A Bradshaw
Mrs C O'Donnell B Knibb
N Johnson J Black
P Buchanan K Hurst
S Atwell

Apologies for absence: Parish Councillors S Freeman and Cllr K Wagstaff,
County Councillor Lucy Hodgson

In attendance: David Taverner (Clerk and Responsible Finance Officer)

94/14 Declarations of Interest

a) Register of Interests: Councillors were reminded of the need to update their register of interests: Cllr S Freeman had previously advised that he would be returning his outstanding register of interests form to the Clerk.

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature: The Clerk declared a pecuniary interest in *agenda item 7- payment of accounts-* regarding his claim for the reimbursement of administration expenses.

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

95/14 To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): There were none

96/14 Minutes of the Parish Council Meeting held on 29th October, 2014.
Members unanimously approved the minutes of the meeting which had been held on 29th October and they were then signed by the Chairman as a correct record of that meeting.

97/14 Matters arising from the minutes of the Parish Council Meeting held on 29th October, 2014

*Ref minute 81/14 (Gas lamps maintenance contract explanatory note)-*Worcestershire CALC had confirmed that the Council had acted correctly within the powers afforded to it, under section 101 of the Local Government Act 1972 in delegating the

finalisation of the terms of the gas lamps maintenance contract to the gas lamps working group. The 7th August Parish Council minutes refer.

98/14 Reports from Council Committees and Working groups

- (a) Cllr Buchanan presented the report of the **Planning Committee** meeting which had been held on **12th November, 2014**. The report was **noted and accepted** by the Council
- (b) Cllr Black presented the report of the **Gas Lamps Working group** which had been held on **18th November, 2014**

The working group had discussed the potential for the relocation of currently "redundant" gas lamps and the purchase of new lanterns and posts to fill the existing gaps along the Wells Road with the objective of creating a continuous run of light along it.

It had been agreed to ask Council to:-

- 1. Approve expenditure not exceeding £1,200 on maintenance works to the two electric lamps in Watery Lane and to upgrade one to bring it to the same specification as the other.
- 2. To approve a feasibility study for the installation of 11 additional gas lamps to be sited in Wells Road for the following reasons:-
 - (a) To fill the "gaps" and create a continuous run of gas lamps along the Wells Road
 - (b) To enhance the environmental setting
 - (c) To generate additional tourism interest
 - (d) To benefit the community of Malvern Wells
 - (e) To promote educational interest in the history of gas lighting

If Council approval was forthcoming the working group had agreed to undertake the following initial steps in this regard:-

- (a) Enter into discussions with MHDC to establish their requirements for Listed Building Consent to re-site lamp 27 Wells Road and for planning permission to erect 11 new lamps
- (b) Approach the owner of the Old Chapel, Chase Road, Upper Welland to discuss the removal of the redundant lamp post in their hedgerow
- (c) To obtain estimates for the removal and storage of redundant lamp posts for future use
- (d) To obtain estimates for the manufacture and installation of the additional lamp posts needed
- (e) To investigate the availability of full funding from external sources (Heritage Lottery Fund etc.)
- (f) To enter into a public consultation exercise within Malvern Wells

- (g) To liaise with MHDC, AONB, Visit Worcestershire and other relevant bodies
- (h) To calculate the ongoing revenue costs in respect of maintenance and gas consumption for any new lamps that may be erected

Following discussion it was **unanimously resolved** that:-

- (a) Approval be given to expenditure, not exceeding £1,200, on maintenance works to the two electric lamps in Watery Lane and to upgrade one to bring it to the same specification as the other.
- (b) Approval be given for to undertaker a feasibility study for the installation of 11 additional gas lamps to be sited in Wells Road. The initial costs of the feasibility study to be limited to £500 within a timescale of approximately six months from its commissioning date.

99/14 Report of the St Peters Closed Churchyard working group

The working group met on 12th November to formulate a response to the request from All Saints Malvern Wells and the Wyche PCC that the Parish Council takes over responsibility for the maintenance of the closed St Peters Churchyard under legislation outlined in section 215 of the Local Government Act 1972.

The PCC made their request on 22nd September and there is a three month time period, running from that date, during which time the Parish Council either accepts this responsibility or resolves to pass the obligations on to the District Council.

The Clerk had written to the PCC to advise them that the Parish Council cannot accede to the request to take over responsibility for the maintenance of the Churchyard until the following problems had been satisfactorily addressed:-

1. The insufficient access arrangements to the Churchyard for contractors maintenance equipment and machinery
2. Settlement of disputes concerning the legal titles affecting the precise boundaries of the Churchyard land and those of the owners of the adjoining properties.
3. The reinstatement of the stone walls surrounding the Churchyard which will need to be satisfactorily and sympathetically repaired and restored
4. The indiscriminate planting of trees and shrubbery giving rise to concerns relating to tree root damage to the adjoining Village Hall and the need for a tree survey to determine whether any associated safety work may be required

5. The need to ensure that, as some of the memorials within the Churchyard are presently insecure, that reasonable steps are taken to ensure the safety of visitors to the Churchyard, together with that of any contractors working within it.

The Clerk had also contacted the Diocesan Registrar to investigate the legality of the PCC being able to withdraw their request notice so that further consideration could be given to the areas of concern. A reply was awaited.

In view of the fact that the three month time period for the Council to decide whether to pass on the Churchyard maintenance responsibility was due to end on 22nd December, it was agreed that an extraordinary meeting of the Council should be convened on 10th December to enable Members to make a final decision on the best way forward once all the latest relevant information was to hand.

100/14 Financial matters

- (a) Approval of the payment of accounts** The following accounts were approved for payment:-

Chq	Payee	For:	£ NET	£ VAT	£ GROSS
3180	Steve Maund	Cemetery and outdoor work	929.94	-	929.94
3181	Sight Designs Ltd	November gas lamps maintenance	652.40	130.48	782.88
3182	David Taverner	Administration expenses & Remembrance Service	241.71	16.29	258.00
s/order	David Taverner	Clerk salary November	1,396.77	-	1,396.77
TOTALS			3,220.82	146.77	3,367.59

(b) 2015/16 Parish Precept

The Clerk presented a report showing actual income and expenditure for the period ending 30th September, 2014, together with the Council's 5-year money plan projections for the period up to and including the 2018/19 financial year.

Members gave consideration of the suggested draft estimates for 2015/16 and the Council **unanimously resolved to limit** any increase in the level of the 2015/16 Parish Precept to be no more than the prevailing rate of the Consumer Prices inflation rate appertaining on 1st January, 2015.

The true impact of the precept increase on local Council tax payers would not be known until the Council tax base for the year had been calculated by MHDC in late December. Minor rounding adjustments could be necessary to ensure that the precept rise for was limited to the level agreed. A further report on the impact of any changes to the Council Tax base would be presented to the Council at its meeting on 28th January, 2015.

101/14 Cemetery matters

The Clerk reported that a ground scan of possible unused space in the cemetery had been completed and results were awaited.

Work was needed to restore the wooden floor in the Chapel and this would be undertaken by Steve Maund, relatively inexpensively, during early 2015. Quotations were being sought to extend the water supply from the cemetery chapel to the new graves area which was now being used.

Painting of the remainder of the fencing on the Oaklands side of the cemetery would be completed in the early summer of 2015.

102/14 Community Events

(a) Christmas Carols 12th December

The Wells Singers, will be leading the singing once again. There will be seasonal stories and readings recalling Christmas during the time of World War 1. This year we will be welcoming Canon Eric Knowles to lead prayers and give the address. There will be a retiring collection in aid of "Positive Thoughts"- a Malvern Mental Health Support Group.

Cllr Burrage circulated details of the proposed budget for the event and a total allocation of £175 was **unanimously agreed** by the Council

(b) Service of Remembrance 9th November

The Remembrance service had been very well attended and thanks were given for the support of the Police, the Women's Institute, and the local scout group

103/14 Chairman's Communications

The Clerk gave the following update on items which had been raised at the previous Council meeting:-

(a) Complaint re-appearance of the Lower Wyche Road and its surrounding area

A complaint had been received from a resident regarding the general appearance of the area of land running from Gordon Terrace, down the Old Wyche Road, to its junction with Lower Wyche Road. The Clerk had reported the complaint to the Director of the Conservators who had agreed to send his operations manager to carry out an inspection of the work required. Some remedial work to cut back the grass verges had been undertaken and the County Council were to be

approached to see if some repair work could be carried out to the roadside railings and drain covers.

(b) Complaint regarding weed growth on Grundy's Lane

Cllr Victory reported that excessive weed growth had appeared on the pavement in Grundy's Lane. The District Council had undertaken spraying during early October and Steve Maund had now also carried out further leaf clearance and weed spraying aimed at preventing the pavements becoming less slippery in wet weather.

(c) Wells Church of England Primary School - parking restrictions

A resident had pointed out that the double yellow no parking lines, immediately outside the Microprice computer shop on the A449 Wells Road, had been painted out.

Vehicles parked at this location were having an impact on road safety, especially at school drop off and pick up times, for drivers exiting the Upper Welland Road junction.

The County Council's Highways inspector had carried out an inspection of and was satisfied that the current length of the double yellow lines was in compliance with the relevant traffic regulation order. He was of the view that parking outside the Computer shop is actually beneficial, as it slows south bound vehicles and pushes them out into the sightline of vehicles emerging from Upper Welland Road.

No further action was proposed by the County Council at this stage but The situation would be kept under close review. It was agreed that the school governors should be requested to remind parents to park responsibly when visiting the school.

(d) Volunteer Litter picking in the Parish

Councillor Knibb drew attention to the voluntary litter picking efforts which were being undertaken by a local resident, Mr Mark Kershaw, who for some time had been removing street litter in the Fruitlands and Peachfield Road areas.

By way of recording the Council's appreciation for his efforts in this regard **it was agreed** that a letter of thanks should be sent to Mr Kershaw, on behalf of the Parish, together with a donation of £15 from the Council's community grants budget assist to him to help with the costs of new litter picking equipment.

104/14 Report of the Clerk on actions undertaken since the previous meeting

(a) Wells News

The Clerk advised that printing of the winter edition had now been completed and deliveries of the magazine to residents was now underway. Carolyn Ashworth, an administrator at the Wyche Primary School, had volunteered to take on the on the editing role for future editions

(b) New play equipment –Assarts Road play area

Further quotations for new play area equipment were now being sought. Once these had been received a meeting of the Play and Open Spaces group would be convened to decide on the precise nature of the Equipment to be purchased.

Further meetings with play equipment suppliers had been arranged to obtain Indicative quotations for the costs of new equipment which had been outlined in the scheme which had previously been designed by Playdale Ltd.

The aim was for work on the installation of any new equipment in the late Spring of 2015.

The Clerk reiterated that no expenditure commitments would be made until The formal approval of the District Council to the release of the previously earmarked section 106 funding had been received.

Hedge cutting and maintenance works to the play area surrounds and fence line had recently been undertaken.

Further improvements have been made to the field drainage channel, at no cost, by the original contractors.

(c) Christmas illumination schemes – Fruitlands Green and Jubilee Fountain Garden

Final works to the electricity connection point on Fruitlands Green had been undertaken and the switching on of the lights had been arranged for 5th December. The possibility of lighting arrangements for the Jubilee fountain garden was being investigated with a view to a similar illumination scheme being put in place for Christmas 2015.

Investigatory work would also be undertaken to see if it was possible to re establish a running water resource from the Jubilee Fountain spring.

(c) Peachfield Road Common play area project

A further meeting with play equipment suppliers had been held at Peachfield road and a new scheme design was being worked on by them to draw up an indicative scheme which could be established near to the central car park and football pitch area on the common. When this had been completed a new project presentation would then be submitted to the Malvern Hills Conservators Board for their consideration.

(e) Community access defibrillator pad scheme (CADP)

The Clerk advised that an application to the British Heart Foundation for a grant funded defibrillators, under the CADP scheme, had now been made. The defibrillators would be stored in special external cabinets which would be sited at suitable locations at the Wells Primary School and the Wyche Institute.

West Midlands Ambulance service would be coordinating further training in the use of the equipment.

105/14 Report of County Councillor

Report to Wells Parish Council from the County Councillor Lucy Hodgson for the meeting on November 26th 2014.

"Firstly please accept my apologies for tonight's meeting, I have been asked to attend the Scrutiny meeting at Worcester City Council in my capacity as cabinet member on the City Council for Customer Care and Communication where they are looking at the proposed out sourcing of the South Worcestershire Hub shared service which is currently hosted by the county Council to Civica. The new service will be run from Pershore where Civica already run the Revenue and benefits service for South Worcestershire.

Next Stage of the Improved Southern Link Road

The decision to forge ahead with £33million Phase Three upgrade of the A4440 Southern Link Road, the largest project of its type for decades, was taken by the County Council's Cabinet in late September where £33 million was set aside for the scheme.

Phase Three builds on the current £8million scheme increasing capacity at the Ketch roundabout and dual-tracking the carriageway towards the Norton roundabout, which is due for completion next summer.

The work, which could begin during the summer of 2015, aims to reduce journey times on the key route used by around 30,000 vehicles each weekday. Modelling forecasts a worsening picture where doing nothing resulting in a 30 per cent increase in journey times by 2026.

Phase Three includes:

- The dual-tracking of the entire length of the Southern Link Road (A4440) between the Whittington junction and the new Ketch roundabout (currently under construction).
- Improvements to the Norton roundabout.
- A new dedicated left-hand turn from Whittington Road (from M5 junction seven) to the westbound Crookbarrow Way (A4440).
- A new bridleway bridge, which secured planning approval on Tuesday (November 4), suitable for pedestrians, cyclists and horse-riders.
- A new rail bridge.

Additional Primary School Places Consultation

A consultation on the provision of additional primary school places in North Malvern is starting this week (November 3 – December 12) following monitoring of pre-school numbers

The latest pre-school numbers have shown that in 2015 there will be a shortfall four places and in 2016, 17 extra places will be needed. Taken together with proposed housing developments the local authority has recognized a future need for more primary school places.

After meeting with local head teachers and establishing which local schools were able to expand, the Local Authority had identified four schools where the pupil admission numbers (PAN) could be increased.

School	Current PAN	Proposed PAN	Increase per year group
Callow End CE Primary	12	15	3
Leigh and Bransford Primary	15	20 or 30	5 or 15
Northleigh CE Primary	45	60	15
Somers Park Primary	60	90	30

The Local Authority needs to provide between 17 and 40 additional places by September 2016 to meet the expected demand. Not all the options listed above are necessary to achieve this, so the Local Authority needs to form a view as to which options should be taken forward. Any other options or views that come forward during the consultation will also be considered.

County Council Road Shows

Worcestershire County Councilors and Senior Officers will be at Morrison's in Malvern on Saturday 29th November to give Malvern Hills residents and businesses the opportunity to ask any questions they may have about the Council's plans for the future.

This will be the fourth year that the County Council has visited various locations across the county to talk with residents and businesses to find out what is important to local people when it comes to County Council services.

Feedback from previous public roadshow consultation has been used to create the Council's four priorities: supporting Children and Families, promoting Health & Well-being, protecting the Environment and championing Open for Business.

Ways to help reduce Food Waste

Last year food waste cost the Worcestershire taxpayer around £5million in landfill tax payments.

Research shows that an average family could save up to £700* a year by taking a couple of simple steps to reduce the food they throw away.

Taking advantage of the advice on offer and reducing the food waste you produce means that in just a few weeks you could have extra cash in your pocket to put towards a holiday or the latest must-have gadget.

Small changes can make a big difference. The Love Food Hate Waste campaign, backed by Worcestershire County Council, offers five sure-fire ways to help keep pounds in pockets without cutting down on your indulgence or fun.

They are:

- **Get familiar with the fridge and friendly with the freezer** – With meat, fish and ready meals being the most expensive items that end up in bins it pays to check the 'use by' dates to cut what ends up in the bin. [Transferring items to the freezer](#) is a simple way to ensure you get your money's worth and being clued up on the differences between 'best before' and 'use by' labels also pays dividends.
- **Get Store cupboard savvy** – Having a well-stocked cupboard and kitchen with a variety of canned, dried and frozen family favorites, which have a long shelf-life, means ingredients are to hand to put together a delicious dish or jazz up leftovers. The money-saving trick lies in replacing items so it's always worth having a pad or post-it note handy to scribble down a list ahead of the next shopping visit.
- **Control those carbs and plan your portions** – Every day basic staples, such as pasta, bread, rice and potatoes end up going straight in the bin. Why? Simply because we get portion sizes wrong. The online [Portion Calculator](#) is a fantastic way to get your portions right every time.
- **Lovely Leftovers** – There's no better way to save the pennies than being crafty with your leftover food. With a little bit of thought everyone can be a budding Jamie Oliver and knock up delicious dishes from leftovers. There are lots of [great ideas for recipes](#) on the web.
- **It pays to plan** – It's simple but fantastically effective. [Planning ahead and making a shopping list](#) cuts waste and food bills. Getting the family involved in planning what meals they'd like during the week is another top tip.

For the techy amongst you there is a free to download [Love Food Hate Waste App](#) contains a host of handy features at the touch of screen. These include the 'My Kitchen' section that allows users to store details of all food in fridges, freezers and cupboards, along with adding 'use by' reminders. It also has a handy portion planner, hundreds of great recipe tips and shopping list that issues an alert if you have duplicate ingredients.

106/14 Report of District Councillor
Notes for Wells Parish Council meeting
Wednesday 26th November 2014 from Cllr Chris O'Donnell

1. Free Christmas car parking and reminder of light switch on

Malvern Hills District Council is supporting local businesses by offering free car parking every Friday and Saturday in the lead up to Christmas. The free parking in all council owned car parks – short-stay* and long-stay – will be on:

- **Friday 28 and Saturday 29 November**
- **Friday 5 and Saturday 6 December**
- **Friday 12 and Saturday 13 December**
- **Friday 19 and Saturday 20 December**

Free parking coincides neatly with the Great Malvern Christmas light switch on which takes place this coming Saturday, **29 November**.

A full programme of activities starts at 10am with a craft market. Various activities are taking place throughout the day culminating with the lights being switched on at **5.30pm** by Derek Moran from Channel 5's Milkshake (appearing at Wishee Washee) in Aladdin at Malvern Theatres. Derek will also be joined by Chris Edgerley from the TV programme Hi 5 who plays Aladdin and Ian Good who plays Widow Twankey

2. Consultation event on accessibility

MHDC has recently engaged consultants to audit access arrangements to toilets in the district. In addition to recommending how access can be improved generally, their recommendations will also advise whether existing toilets can be adapted to provide 'Changing Places' facilities.

This means toilets that provide access to people with profound and multiple learning disabilities as well as impairments such as spinal injuries, multiple sclerosis or an acquired brain injury, often need extra facilities to allow them to use the toilets comfortably.

Changing Places toilets are different to standard disabled toilets with extra features and more space to meet these needs.

The consultation event will take place at the Council House, Avenue Road, Malvern on **Wednesday 14 January 2015** starting at 6pm – Please let us know in advance if you wish to attend but if not just turn up on the night

3. A day in the life of your council

On Wednesday, **26 November** MHDC will be taking part in a national social media campaign called Our Day, it is a day created by the Local Government Association to celebrate the people behind local government.

During this tweetathon MHDC aim to highlight the fantastic work being done by their staff both behind the scenes and out in the community.

By using their Twitter platform MHDC are going to tweet updates throughout the day on the various work activities taking place with staff members and departments.

4. Post a letter to Father Christmas

As part of the 'Christmas in Malvern' events for 2014, children will again be able to post their letters to Father Christmas at the Malvern Tourist Information Centre.

The Christmas Victorian post box can be found as usual inside the Malvern Tourist Information Centre at the top of Church Street, just below Belle Vue Island.

Children can post their letters with a special £1 stamp and will receive a personal reply with a small gift from Father Christmas direct from the North Pole.

Proceeds from the event are being donated to support the Acorns Children's Hospice and in 2013 £208.00 was raised.

The Post Box is open from the week beginning Monday 10 November and will be accessible on the evening that the Great Malvern Christmas lights are switched on – Saturday 29 November. The last date for posting letters will be **Wednesday 17 December**.

5. Free first aid course

Malvern Hills District Council is funding a programme of free community Essential First Aid courses, which will be delivered by members of St John Ambulance.

The Essential First Aid course is offered to members of the public who want to know what action to take in any emergency and want to learn how to deal with accidents and injuries. This course deals with serious conditions and incidents involving a casualty of any age.

- Saturday 13 December, 1pm – 4pm, at Martley Village Hall, Martley. **Limited spaces still available.**

6. Planning applications for Southern Area Development Committee

- Woodend Farm has been deferred as the site was a German Prisoner of War Camp in the 2nd World War and the Archaeological Society are going to do some investigation.
- Upper Welland site - I could not attend the meeting in Welland when it was discussed but saw the picture in the paper. It has not come before SADC yet.
- Rothwell Rd, nothing to report at the moment.

7. MHDC Housing Stock

MHDC are meeting with FORTIS to discuss the housing stock in the whole area.

Questions raised:

- Is there a need for a survey within the Parishes for Affordable home?

- How many homeless people are there in the area?
- Is there a need for a block of single bed rooms for sofa surfers?
- Are there any Alms houses and are they being used long term and if so in their contract do they have a 'right to buy'?
- Is there a need for sheltered accommodation in the Parishes?"

Cllr Victory pointed out that FORTIS Living were a commercial organisation and should be expected to use their own resources to develop and pay for any housing stock survey updates that might be undertaken within the District.

A detailed housing needs survey had been carried out within the Parish in February 2010 and much of the information that had been obtained then should still be relevant and could be fed into the discussions which were due to take place between MHDC and FORTIS.

107/14 Report of the elected conservator - Cllr S Freeman

1. "I was elected unopposed to the Board of the Malvern Hills Conservators as the representative for the parish of Malvern Wells on 2 October 2014. I would like to place on record my thanks in particular to the Clerk and also to my fellow Councillors as well as members of the Wells Singers for their support in facilitating my election.
2. Following my election, I was appointed to the Land Management Committee and to the Governance Committee. I attended meetings of both Committees on 9 October 2014.
3. **The Land Management Committee** considered the following matters:
 - a) **Draft budget for 2015/2016:** Some minor increases had been included to cover inflation, but there were significant increases in budgeted sums towards the cost of tree felling and management work at Third's Wood, field consultancy work to identify options for management of Castlemorton Common and contract labour to carry out necessary work to tracks and paths
 - b) **Land management**
Grazing, which had historically played an important part in the creation and maintenance of the special qualities and important features of the commons, had seriously declined. Coupled with a good growing season, this had resulted in the commons being covered in long grass, with scrub and bramble starting to encroach. MHC Field Staff and Contractors had undertaken mechanical clearance to try to replicate the grazing as far as possible, with some targeted grazing on priority areas using electric fencing. This combination was not a long term solution. Members of the Recreation Advisory Panel had suggested that the vegetation was starting to impact on access to the commons for members of the public. The Conservation Officer had met with some of the commoners to explore whether anyone else would be interested in starting to graze livestock or whether any of the existing graziers would be prepared to increase stock numbers.

c) Ground Nesting Birds

The Deputy Conservation Officer said that the skylark was a “red listed” bird, (the highest priority of conservation concern) and a population nested on the commons and hills. Numbers had declined locally and nationally over the last 25 years. MHC were trying to create the right habitat for them but one of the problems which the nesting birds might face was disturbance, particularly from dogs. Some work had been done in 2014 to try to alert dog walkers that certain areas were used by ground nesting birds and they were requested to keep dogs on a lead and to stay on the paths. The Deputy Conservation Officer asked the Committee to consider whether the project might be repeated and expanded next season.

d) Springs

In May, the Deputy Conservation Officer, David Armitage (AONB), Steve Brown (Environment Agency) and South Worcestershire Regulatory Authority (SWRA) met to discuss the springs and spouts on the Hills. These were tested every three months and were continually failing. The options were either to treat the water or to put up notices saying that the water was unfit for human consumption. MHC was responsible for St Ann’s Well, Hayslan, Westminster Bank and Lower Wyche. There were wider implications for tourism and the reputation of the company bottling local water.

The Director had spoken to the District Council, who then made direct contact with Worcester Regulatory Services, to see whether the proposed wording of the signs could be modified. It was thought that the failed tests might have arisen through the use of better testing equipment rather than a deterioration in the quality of the water. Ms Stace suggested that if MHC were forced to put up signs, they should say that the Worcestershire Regulatory Authority had declared that the water was unfit for human consumption. Was it possible to identify the source of the contamination? Mr Rouse reminded the Committee that money had been provided from the Heritage Lottery Fund to maintain the wells for a certain period of time. The terms of the grant needed to be checked to see whether there would be a breach if the water was declared unfit.”

Drawing on his professional knowledge of the assessment of water quality, Cllr Black pointed out that occasional contamination is by no means unknown at some of the sites, but it's unusual to have so many fail at the same time, especially ones such as St Ann's Well, Hayslad and Lower Wyche, which are usually clean. Contamination can come and go according to variations in the environment, caused by changes in weather conditions. Contamination was caused by coliform and other bacteria from animal droppings left by rabbits and livestock.

SWRA had advised residents drawing water from the springs to boil it before consumption until further notice.

Cllr Freeman’s report continued as follows:-

"4. **The Governance Committee** approved broad terms of reference for a working group to consider changes to the governance of Malvern Hills Conservators following a recommendation in the report into the circumstances surrounding the renewal of the St Ann's Well Café lease.

Two members of the working group were appointed by the Committee, the remainder to be appointed by the Chair of the working group on the recommendation of the Director and the Chair of the Board according to relevant experience. The working group has since scheduled a number of meetings before the next meeting of the Board of Directors.

The Committee considered the outcomes from a Board Evaluation Exercise (assessing the skills of members of the Board) and resolved that the Director should make recommendations to the Committee arising from assessment report.

5. The next meeting of the Board of Conservators was due to be held on 11 December 2014"

108/14 Reports from representative on other bodies

(a) Malvern Hills CALC – Cllr Knibb advised that he and the Clerk had attended the CALC area meeting on 22nd October. There had been discussion regarding pension scheme auto enrolment and the possible level of council tax capping for 2015/16.

(b) Malvern Wells Village Hall Management Committee – Cllr Black advised that there had been some rationalisation of hall Hire charges.

A ladder/scaffold tower had now been purchased to help with maintenance works in the hall.

A new Treasurer had now been appointed.
The Village Hall committee would be playing a part in the organisation of the 2015 Parish fete.

(c) Malvern Hills CAB - Cllr Johnson - there was nothing to report

(d) The Wyche Institute – Cllr Mrs Bradshaw - there was nothing to report.

There being no other business the meeting the Chairman closed the meeting at 9.35pm

Minutes approved - Wednesday 28th January, 2015

Approved.....

Cllr Mrs Helen Burrage- Chairman of the Council