

MALVERN WELLS PARISH COUNCIL

Minutes of the Parish Council Meeting of Malvern Wells Parish Council duly convened and held in Malvern Wells Village Hall at 7.30pm on **Tuesday 31st October, 2017**

Present: Councillors N Chatten (Chairman) J Smethurst, J Black, C O'Donnell, T O'Donnell, N Johnson B Knibb

Also in attendance: David Taverner (Clerk and Responsible Finance Officer)
County Cllr Lucy Hodgson

88/17 **Apologies for absence:** Councillors K Wagstaff, J Wagstaff, M Victory
S Freeman and H Burrage

89/17 **Declarations of Interest**

a) Register of Interests: Councillors were reminded of the need to update their register of interests: No such changes were required.

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: There were none.

90/17 **To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011):** There were none

91/17 **Minutes of the Parish Council meeting held on 27th September 2017**

The minutes of the Parish Council meeting, held on 27th September 2017 had been previously circulated. The minutes were **unanimously approved** as a correct record of that meeting and were duly signed by the Chairman.

92/17 **Matters arising from the minutes**

There were none.

93/17 **Reports from Committees**

a) Report from the **Environment Committee** meeting which was held on **12th October**.

The Clerk presented the report from the Environment Committee meeting held on 12th October. The report was **noted and accepted** by the Council.

b) Report from the **Finance & General Purposes Committee** meeting which was held on 19th October.

Cllr Johnson presented the report from the Finance & General Purposes Committee meeting held on 19th October. The Council **unanimously resolved to approve** the following recommendations which had been made by the Committee.

(R1) That the increase in the level of the Parish Council precept for 2018/19 should be capped at 1.50% and that the final precept submission for 2018/19 should be calculated by the Clerk once details of the Parish Council Tax base had been received from Malvern Hills District Council

(R2) That the upper level of the budget for the Christmas Carol Concert on 15th December should be set as £210

(R3) That the expenses claim for the 2016 Carol Concert submitted by Cllr Burrage, in the sum of £107.06, should be approved.

c) Report from the Planning Committee meeting which was held on 25th October.

Cllr Chatten presented the report from the Planning Committee meeting held on 25th October. The report was **noted and accepted** by the Council.

94/17 Reports from Committees

a) Gas lamps working group

Letters of support for the project from local Councillors and organisations had now been obtained. These would be used to help facilitate funding grant bids for the scheme. Updated costings for the project were being obtained by David Armitage of the AONB and a further report on the progress of the scheme would be presented to the next Parish Council meeting.

A quotation from Sight Designs Ltd in the sum of £880, to install a replacement for lamp MW50 in Watery Lane which had become uneconomic to repair, was **accepted and approved** by the Council

A second quotation from Sight Designs Ltd in the sum of £1,320, to install a replacement for lamp MW46 in Holywell Road, which had been accidentally damaged by a vehicle, was also **accepted and approved** by the Council. It was noted that the costs of this particular work would be the subject of a claim to the Council's insurers

b) Events working group

The working group had been met recently to review the outcome of the summer fête and to consider initial preparations for the 2018 event which had been scheduled to take place on Sunday 9th September.

The Clerk advised that the preparations for the Remembrance Sunday Service, being held at the Wells Road War Memorial on 12th November had now been completed.

It was **agreed** that Cllr Johnson should research the costs of a replacement tent for the one in his ownership which was damaged by the wind at the fête. A budget for this of up to a level of £500 was **agreed by the Council**

It was **also agreed** that a donation of £100 should be made to the Ukulele band of Worcester, towards their chosen charity for 2017, as a mark of thanks for their performance at the fête

c) Communications working group

No meeting had taken place since the previous Council meeting

d) Jubilee Gardeners Working group

No meeting had taken place since the previous Council meeting

e) Open Spaces working group

No meeting had taken place since the previous Council meeting

f) Cemetery working group

In response to a question from Cllr Smethurst the Clerk advised that the issue relating to the need to re-site one of the memorial headstones in the cemetery had now been resolved. Plans had been put in place to construct a pathway in the new area of the Cemetery

g) **Neighbourhood Plan working group**

An evening drop-in meeting had been held on 3rd October to present feedback to residents of the results of the initial consultation work undertaken. A further meeting of the working group had been scheduled to take place on Monday 27th November, with a view to selecting consultants who would be appointed to work towards the production of the final NDP submission.

95/17 Financial matters

a) The following accounts were approved for payment: -

REF	Payee	FOR	NET £	VAT £	GROSS £
1150	British Gas Trading	Gas Lamps Fuel	1,283.88	256.78	1,540.66
1151	British Telecom	Village Hall Phone & WIFI	153.70	30.74	184.44
1152	Waterplus	Cemetery Water ac 0703032842	38.78		38.78
1153	D M Payroll Services Ltd	Internal Audit _ 1st Half year	100.00	-	100.00
1154	Steve Maund	Outdoor work October & Grass Cutting	2,508.90	5.00	2,513.90
1155	Collett Accountancy	Payroll January - October	197.08	39.42	236.50
1156	David Taverner	Salary October	1,623.97		1,623.97
1157	David Taverner	Office Phone Bill	160.28	32.05	192.33
1158	David Taverner	Admin expenses and under paid Salary adjustments	449.45	6.81	456.26
1159	Physio Control	Replacing unrepresented cheque 3345	650.00	130.00	780.00
1161	NEST Pension	Auto Enrolment pension 10th Nov	25.56		25.56
1162	Martin Thomas	Outdoor work October	231.07		231.07
1163	Sight Designs Ltd	Gas Lamps Maintenance	959.20	191.84	1,151.04
1164	Helen Burrage	Christmas Carol Concert Expenses	107.06		107.06
Payments due from 20/9/17 approvals					
1165	PCC of Malvern Wells & The Wyche	Room Hire	60.00		60.00
1166	Mrs P A Beecroft	Travel Expenses- Britain in Bloom Awards	58.50		58.50
TOTALS			8,607.43	692.64	9,300.07

b) Internal audit report first half of 2018/19

The Council's internal auditor had submitted a report on the Council's financial activity for the first half of the 2018/19 financial year. The Council's accounts had been found to be well kept and managed and there were no problems to highlight. The report had been circulated to all Council members for their information

96/17 Chairman's Correspondence

a) Community Bus Service

Concerns were expressed regarding changes to the Community Bus Service timetable which would significantly increase round trip journey times for residents travelling to and from Malvern town centre and beyond

The Chairman advised that, in common with other local councils, the parish council had been repeatedly lobbying the county council in a bid to limit the impact of cuts to bus services and to put pressure on the bus companies to extend their services to and from the Fruitlands estate as well as along the Wells Road. County Councillor Hodgson advised that she would continue to press officers and the bus companies on this issue.

b) Funding request from Malvern Wells Primary School

A request had been received from Malvern Wells Primary School for help with funding for the Reception class Indoor and Outdoor Learning classes. The funds would help to support the purchase of new equipment and the development of creative play environment.

In order that members could gain a clearer picture of the detail of this request the Chairman advised that he visit the school to speak to the staff concerned and he would then bring back a report to the next meeting of the Parish Council for consideration.

97/17 Parish Council Vacancy

The resignation of Cllr Paul Ditchburn from the Parish Council was noted with regret. The Clerk advised that he had informed the District Council's election team of Cllr Ditchburn's resignation and if no election was sought by any group of residents before 21st November then the vacancy could be advertised and filled under the co-option process.

98/17 Wells News- Winter Edition

The deadline for the submission of articles for the Winter Edition of the Wells News had been set as 24th November, 2017. The magazine editor was due to send out a reminder that articles for inclusion in the magazine should be submitted to her by no later than that date.

99/17 Report of County Councillor

The report is available at the following weblink
[County Councillor latest report](#)

100/17 Report of District Councillor

Cllr O' Donnell gave a report from the recent Parish Forum which included a report on **Fostering opportunities in Worcestershire** at the following weblink <http://www.worcestershirefostering.co.uk/giants/> and a Transport Research Lab report on the effectiveness of Speed Indicator Devices, which can be viewed at the following weblink [Vehicle Speed Signs effectiveness](#)

101/17 Reports from representatives on other bodies

- a) **Worcestershire CALC**- Cllr Knibb reported that the AGM of Worcestershire CALC was due to take place on 15th November
- b) **Malvern Wells Village Hall** – Cllr Black reported that there had been some problems with dampness in the basement area of the building which were being addressed.

There being no further business to transact the Chairman closed the meeting at 9.15pm

Minutes approved(Chairman)
29th November, 2017