

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 31st January 2018** commencing at 7.30 pm.

Present: Councillor N Chatten (Chairman)

Councillors: Mrs J Smethurst, N Johnson, B Knibb, Mrs C O'Donnell, Mrs H Burrage, S Freeman, J Black

Apologies for absence: Councillors K Wagstaff, J Wagstaff, T O'Donnell

In attendance: David Taverner (Clerk and Responsible Finance Officer)
County Councillor Mrs L Hodgson, Mr Howard Allen and Mr Ben Murphy- (Prospective Parish Councilor candidates)

103/17 Declarations of Interest

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

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature: None were declared.

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

104/17 To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): There were none.

105/17 Minutes of the Parish Council Meeting held on 29th November 2017,

The minutes of the Parish Council Meeting, held on 29th November 2017 had been previously circulated. The minutes were **unanimously approved** as a correct record of that meeting and were signed by the Chairman.

106/17 Matters arising from the Parish Council minutes of 29th November 2017.

There were none

107/17 Parish Council Member Vacancy

Four applications had been received for the Councilor vacancy which had arisen in the St Peters Ward of the Parish following the resignation of Councilor Paul Ditchburn.

In accordance with Public Bodies (Admission to Meetings) Act 1960, it was resolved that the meeting should be closed to members of

the public and the press so that Councillors could consider and debate the applications which had been submitted by each of the candidates.

Applications had been received from: -
Julie Baker, Howard Allen, Mark Dyde, and Benjamin Murphy

A named ballot was then held which resulted in Julie Baker being co-opted to serve as a member of the Parish Council.

The Chairman thanked each of the candidates for the interest they had shown in becoming a Parish councilor and then formally re-opened the meeting to the public and the press.

108/17 Resignation of Councilors Malcolm Victory and Nicholas Johnson

The resignations of Councilors Malcolm Victory and Nicholas Johnson, both of whom had given sterling service to the Council, were noted with regret. The Clerk advised that he had written to both Councilors to formally thank them for all the work which they had undertaken on behalf of the Parish. It was unanimously resolved that a donation of £50 should be made to a charity of each of their choosing as a token of the thanks for their efforts.

The two vacancies which had arisen would be advertised and filled under the co-option process.

**109/17 Reports from Committees
(a) Finance and General Purposes Committee meeting held on 18th January, 2018**

The Clerk presented the report from this Committee and the Chairman then proposed that the following recommendations made by the Committee to the Council should be agreed: -

Recommendation 1 (R1)- that the Cemetery Fees and Charges should be increased by 2.5% rounded up to the nearest £5 with effect from 1st April, 2018

Recommendation 2 (R2) – that the Council’s Outdoor Contractors hourly rates should be increased by 2% with effect from 1st April 2018

The report and **the recommendations** set out at R1 and R2 above were **unanimously approved** by the Council.

(b) Planning Committee meeting held on 6th December January 2017

Cllr Chatten presented the report from this Committee which was **noted and approved** by the Council

(c) Planning Committee meeting held on 24th January 2018

Cllr Chatten presented the report from this Committee. The meeting had been non-quorate and thus the recommendations which had been proposed at that meeting were now being presented to the Council for approval. The report and the recommendations contained therein were noted and **unanimously approved** by the Council

110/17

Reports from Working Groups

(a) Gas lamps working group

Cllr Freeman reported that the application for national lottery funding for the scheme had now been submitted.

The five-year review of the Gas Lamps maintenance contract was due to be undertaken in May, 2019. Whilst the reliability of the existing lamps had generally been satisfactory, Cllr Freeman suggested that members of the working group should monitor the performance of the lamps, over a given time period, to assess the efficiency and effectiveness of the maintenance work being undertaken by the current contractor prior to the contract review.

(b) Communications working group. Work was due to be undertaken to update the website with the latest news on the Neighbourhood Plan and to include pictures of the work which had been carried on the Jubilee Garden.

The Council noticeboards would need to be updated to reflect the new contact details for Councillors once the current vacancies had been filled.

The Clerk advised that he contact the Malvern Hills Conservators and the Wyche Primary School with a view to installing a new noticeboard facility near to the school grounds.

(c) Open Spaces working group. There had been no meeting of the group since the previous council meeting. Cllr O'Donnell requested the Council should consider purchasing new bench type seating which could be sited at the Assarts Road playing field. Members agreed to purchase two new "Marmax" type Picnic benches up to a value of £500 each.

(d) Events working group. A meeting was due to be held on 12th February to discuss initial preparations for the Summer Fete which was scheduled to take place on 9th September. Cllr Burrage reported that the Christmas Carol Concert held on 15th December had been very much enjoyed by all those who had attended and a record collection of £251.33 had been donated to the Malvern Special Families Charity.

It was noted that the 2018 Concert would be held slightly earlier than usual on 7th December.

(e) Neighbourhood Plan working group.

The next meeting of the group was due to be held on Monday 12th March by which time it was envisaged that quotations would have been received from consultants who wished to tender for the contract to complete the formulation of the Parish Neighborhood Plan

A flyer had been produced containing updated information and suggested policies for inclusion in the plan and this would be circulated to all households within the Parish during March.

(f) Jubilee Gardeners working group

Although there had been little activity in the garden during the winter months. It was noted that the Christmas Tree which had been illuminated in the garden during the Christmas period had now been removed.

(g) Cemetery Working group

An order had been placed for the purchase of additional granite kerbstones for the Remembrance Garden plaques. The resetting of a misaligned headstones in the ashes grave plots area had now been completed.

111/17

Financial matters

(a) Approval of the schedule of accounts payable

The following accounts were unanimously approved for payment:

Ref No	To Whom Paid	Details	Net £	VAT £	TOTAL £
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1187	Worcestershire County Council	Donation to Wells School Play Project	1,000.00	-	1,000.00
1188	ALB Services	Christmas lights	400.00	80.00	480.00
1189	Susan Black	Marquee Hire	50.00	-	50.00
1190	Worcester Ukulele Club	Fete Contribution	100.00	-	100.00
1192	Malvern Wells Village Hall	Contribution to Hall Repairs	250.00	-	250.00
1193	Print Plus	Wells News Print	1,696.00	-	1,696.00

1194	Coddington Christmas Trees	Jubilee Garden Tree	200.00	45.00	245.00
1195	N power	Cemetery Electricity	80.39	4.02	84.41
1196	County Building Supplies	cemetery Materials	61.26	12.25	73.51
1197	Malvern Wells Village Hall	Room Hire	84.00	-	84.00
1198	Steve Maund	Outdoor work November	1,172.80	-	1,172.80
1199	Water Plus	Cemetery Water	22.72	-	22.72
1200	Namesco	Authenticated SMTP renewal	17.50	3.50	21.00
1201	Printed Banners and Signs	Carol Service adverts	60.90	12.18	73.08
1202	Viking Direct	Computer Paper	91.03	18.21	109.24
1203	HMRC	PAYE & Nat INS - December QTR	1,029.34	-	1,029.34
1204	British Telecom	Village Hall Wi Fi and phone line	221.62	44.32	265.94
1205	British Gas Trading	Gas Lamps - December Qtr.	1,283.88	256.78	1,540.66
1206	Physio Control	Replacement for unpresented payment ref 1159	650.00	130.00	780.00
1207	D M Taverner	Salary December	1,623.97	-	1,623.97
1208	Martin Thomas	Outdoor work December and January	419.91	-	419.91
1209	D M Taverner	Admin expenses Dec 17 and Jan 18	340.24	31.76	372.00
		TOTALS	11,855.56	638.02	12,493.58

112/17 Report of County Councillor- Mrs L Hodgson

The report is available to view at [County Councillor report 31st January 2018](#)

113/17 Report of District Councillor – Mrs C O’Donnell

The report is available to view at [District Councillor Report 31st January 2018](#)

114/17 Report of the elected Conservators Board Trustee – Cllr S Freeman

Cllr Freeman reported that St Ann’s Well Cafe -had now reopened following extensively refurbishment works.

Work was continuing on the planned Charity Commission Scheme to change the MHT Governance arrangements and powers and parishes would be formally consulted in due course

There being no other business the Chairman closed the meeting at 9.05pm

Minutes approved.....

Chairman

28th February,2017