

MALVERN WELLS PARISH COUNCIL

Minutes of the Parish Council Meeting of Malvern Wells Parish Council duly convened and held in All Saints Church, Wells Road, Malvern Wells commencing at 7.30pm on **Wednesday 20th June, 2018**

Present: Councillors N Chatten (Chairman)
M Dyde, B Knibb, J Smethurst, S Freeman

Also in attendance: David Taverner (Clerk and Responsible Finance Officer)

- 40/18 Apologies for absence:** Councillors T O 'Donnell, C O'Donnell, J Wagstaff, H Burrage, J Black, B Murphy, K Wagstaff, J Baker
- 41/18 Declarations of Interest**
- a) Register of Interests: Councillors were reminded of the need to update their register of interests:** No 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
- 42/18 To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011):** There were none
- 43/18 Approval of minutes of Parish Council meeting held on 24th May, 2018**
The minutes of the meeting held on 24th May were approved as a correct record of the meeting and were signed as such by the Chairman
- 44/18 Approval of minutes of Annual General meeting held on 24th May, 2018**
The minutes of the AGM held on 24th May were approved as a correct record of the meeting and were signed as such by the Chairman
- 45/18 Matters arising from minutes of the 24th May meetings**
There were none
- 46/18 Reports from Working Groups**
- (a) Neighbourhood Development Plan (NDP) working group**
Following discussion, it was agreed that the NDP consultancy bids, which had been received from Kirkwells and Cass Associates, would be reviewed and evaluated by the working group at its meeting on 13th June. The Clerk was asked to obtain updated references from Cass for members consideration prior to a recommendation on the choice of the preferred contractor being made to the Council
- (b) Gas lamps working group**
Cllr Freeman advised that as the application for grant aid from the Lottery Heritage Fund (LHF) for the new gas lamps project had been refused, the Council would need to consider whether it wished to proceed with the scheme. The working group were asked to report back with details of the costs which the Council would have to incur and since no grant funding would be available it was highly unlikely that the scheme costs could be contained within the council's approved budget.

(c) Communications working group.

There had been no meeting of the Group since the previous Council meeting. The agreed protocol for handling Council correspondence and the General Data Protection policy would be incorporated in to Standing Orders for approval by Council at its meeting on 31st July.

(d) Events working group. A further meeting had recently taken place to discuss arrangements for the Summer Fête and classic car show which were proceeding well. A further meeting of the group had been scheduled for 30th July.

(e) Open Spaces working group. There had been no meeting since the previous Parish Council meeting.

(f) Jubilee Gardeners working group

Following Council approval, the Fountain Garden had been remodelled and the box hedging has been sourced and planted. Half of the Wells Road wall has now been repaired and the remainder of the wall will be repaired in October once the plants in front of it have died down.

The garden has again been entered Heart of England In Bloom competition. The volunteers from the WI have two working parties scheduled within the next two weeks to complete the weeding. The garden should then only require ongoing care prior to the Heart of England In Bloom assessor's inspection which had been scheduled for 4th July.

(g) Cemetery Working group

The Clerk had met with the Cemetery maintenance team to discuss the construction of a pathway in the new graves section in the Cemetery and painting of the Oaklands side fencing. These tasks had now started and were due to be completed during the next few summer months

47/18 Financial matters

Payment of accounts

The following accounts were **unanimously approved** for payment: -

REF	Payee	FOR	NET £	VAT £	GROSS £
1258	Steve Maund	Outdoor Work May	1,196.00	-	1,196.00
1259	Viking Office Supplies	Printer ink & Computer paper	148.44	29.69	178.13
1260	BT Mobile WI FI	Mobile Wi Fi	12.50	2.50	15.00
1261	Ian Burrage	Jubilee Garden plants	155.92	31.18	187.10
1262	Microsoft	Office 365 Subscription	73.43	6.56	79.99
1263	1st Malvern Scouts	Donation re Jamborette trip	500.00		500.00
1264	David Taverner	Admin expenses May/June	151.71	25.33	177.04
		TOTALS	2,238.00	95.26	2,333.26

48/18 Chairman's Communications

(a) Brian Wilcock

The council sadly marked the passing death of former Parish Council Chairman Brian Wilcock.

Brian had been a founder Member of the Parish Council and he had represented Malvern Wells at both Parish and District Council level for many years. Brian was also a long serving elected Member of the Malvern Hills Conservators Management Board.

It was agreed that the Council should mark Brian's work for the community by way of suitable memorial in the parish cemetery up to a cost of £150.

(a) Rough Sleeper – Wells Road/ Wyche Bus Shelter

Councillors again underlined their concerns regarding the situation of a rough sleeper who had been using the Bus Shelter at the junction of Wells Road/ Wyche Road to sleep in for some considerable time.

South Worcestershire's combined housing services, which is led by Wychavon District Council, had been formally dealing with his case.

However, the Parish Council has been frustrated that, despite being the owner of the bus shelter and effectively its landlord, representatives of the PC had not been invited to any of the multi-agency case discussion meetings which had been held recently.

The Chairman advised that he had again been in contact with the gentleman on various occasions with a view to establish the gentleman's intentions and hopes, and to see what longer term support might be provided for him.

The Clerk advised that he had again spoken to the local Police and Housing services team on several occasions recently about this matter, and it was hoped that a satisfactory resolution could be achieved without recourse to a forced eviction from the site

49/18 Report of Clerk on recent actions undertaken

- Attendance at GDPR training
- Final accounts schedules and working papers to external auditors
- Wells News preparation and liaison with printers
- Fête stalls bookings

50/18 These reports can be viewed at the following weblink:

[District and County Councillor reports](#)

51/18 There being no further business to transact the Chairman closed the meeting at 9.20pm

Chairman..... Cllr J Smethurst

Dated 31st July 2018