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 Tuesday 31st July,2018

Present: Councillors	J Smethurst (Chairman)
	B Knibb, H Burrage, J Wagstaff, K Wagstaff, B Murphy

- Also in attendance: David Taverner (Clerk and Responsible Finance Officer)
- 52/18 Apologies for absence: Councillors T O `Donnell, C O'Donnell, N Chatten, S Freeman, J Black, J Baker, M Dyde
- 53/18 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

- 54/18 To Consider Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): There were none
- 55/18 Approval of minutes of Parish Council meeting held on 20th June,2018

The minutes of the meeting held on 20th June were approved as a correct record of the meeting and were signed as such by the Chairman

56/18 Matters arising from minutes of the 20th June Parish Council Meeting

There were none

57/18 Reports from Committees

(a) Report of the Planning Committee held on 25th July,2018 This report was noted and accepted by the Council

(b) Report of the Finance & General Purposes Committee held on 19th July,2018.

The Committee had made the following recommendations to the Council **R1** That the Council approve an annual £1k increase in the provision for the future purchase of Cemetery Land

R2 That the council approve the updates to its standing orders and financial regulations incorporating new policies in respect of the Communications protocol and General Data Protections. These documents may be viewed at the following web link <u>Standing Orders and Financial Regulations</u>

R3 That the Council note the review and update of the risk assessment register for 2018/19

Recommendations R1 to R3 were unanimously approved by the Council. The remainder of the report was noted and accepted by the Council.

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58/18 Reports from Working Groups

(a) Neighbourhood Development Plan (NDP) working group

The working group had reviewed the NDP consultancy contract bids which had been received from Kirkwells and Cass Associates. The group had agreed to recommend to Council that Cass Associates should be appointed. Following further discussion, it was unanimously agreed that the contract should be awarded to Cass Associates.

A contract agreement document would now be sent to Cass for signature and an inaugural meeting with their representative, Peter Hamilton, was due to take place on 30th August.

- (b) Gas lamps working group. There had been no meeting of the Group since the previous Council meeting. It was noted that as the application to the Lottery Heritage Fund for grant funding had not been successful, the new gas lamps project would not be able to proceed unless alternative external funding sources could be identified.
- (c) Communications working group. There had been no meeting of the Group since the previous Council meeting.

(d) Events working group.

Further meetings had recently taken place to discuss arrangements for the Summer Fête and classic car show which were proceeding well. The next meeting of the group had been scheduled for 14th August.

(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. The garden had again been entered Heart of England In Bloom competition. Volunteers from the group had been working to complete weeding and additional planting.

The Heart of England In Bloom assessor's inspection for 2018 taken place on 4th July. During a review of the 2016 entry records the assessor had noticed scoring errors which had meant that the garden should in fact have been awarded a higher grading than in fact had been the case. This matter was to be corrected and incorporated as part of the final award given for the 2018 entry.

During discussion Members agreed that the potential for the reinstatement of the full function of the Jubilee Fountain should be investigated.

Cllr Burrage advised that the Jubilee Gardeners will be working extensively on the area immediately around the Fountain itself this autumn and it was important that any works needed on the Fountain's water tap, and drainage that might cause disturbance to the plantings, should be completed as soon as possible, particularly if a soak-away needed to be dug. Cllr Black has agreed to take the lead on the project, working in conjunction with Cllr Burrage as both Councillors had been involved with the Malvern Spa Association project team which had worked with David Armitage of the AONB to renovate the Fountain in 2006/2007. That group had instigated the purchase of the Victorian push-button tap for the fountain that has never really functioned properly.

The lack of run-off water drainage at the Fountain was the reason the push-button tap was installed during the Fountain's renovation. Cllr Black had already (with Ian Burrage for the Gardeners) done a quick assessment of the water run-off from the Fountain and identified which drain in Grundys Lane might inherently capture any water should the tap be left on. Cllr Black had agreed to contact David Armitage about the tap itself, and the Fountain's internal plumbing, to begin the process of identifying a solution to the problem and a plan of action in this regard would be presented to a future meeting of the Council.

Members agreed to allocate a budget of up to £500 to accommodate work on the feasibility of this project.

(g) Cemetery Working group

The construction of a pathway in the new graves section in the Cemetery had now been completed. Tenders were being sought for the completion of the re- painting of the fencing on the Oaklands boundary

59/18 Financial matters

Payment of accounts

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

REF	Payee	FOR	NET	VAT	GROSS
		_	£	£	£
1265	Sight Designs Itd	Gas Lamps Maintenance	452.20	90.44	542.64
1266	N Power	Cemetery Electricity	42.57	4.13	46.70
1267	British Gas Trading Ltd	Gas Lamps fuel	1,283.88	256.78	1,540.66
1268	Water Plus	Cemetery Water meter 1	40.32		40.32
1269	Water Plus	Cemetery Water meter 2	55.08		55.08
1270	Malvern Wells Village Hal	Room Hire	92.00		92.00
1271	Martin Thomas	Cemetery Mtce woirk June	254.80		254.80
1272	David Taverner	Salary June	1,675.55		1,675.55
1273	David Taverner	Salary July	1,675.55		1,675.55
1274	HMRC	June QTR PAYE & Nat ins	1,167.48		1,167.48
1275	Steve Maund	Outdoor work July and Grass cutting contract Ouarterly Phone bill &	2,443.93		2,443.93
1276	David Taverner	administration	191.91	28.06	219.97
1277	BT WI FI	BT WI FI Mobile	12.50	2.50	15.00
1278	Ready Rent	Digger Hire Cemetery	68.00	13.18	81.18
		TOTALS	9,455.77	395.09	9,850.86

60/18 Chairman's Communications

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

It was noted that the rough sleeper who had who had been using the Bus Shelter at the junction of Wells Road/ Wyche Road to sleep in for some considerable time had now moved on.

It was agreed that the Council should take all necessary measures to prevent a recurrence of the situation. This would include the blocking/removal of the shelter benches where possible, and the early appointment of local bailiff services to enforce an eviction should the need arise.

(b) Noise disturbances – outdoor event Shuttlefast Lane area - 30th June and 1st July

Several complaints had been received from residents regarding loud late-night music emanating from an event which had been held on a field in Shuttlefast Lane.

The complaints had been logged and forwarded to the South Worcestershire Regulatory services teams responsible for the monitoring of the licensing of such events, event safety, and noise pollution, detailing the level of dissatisfaction and the impact the event has had on residents.

It was hoped that these concerns would be noted by the by the licencing authority prior to any such further events being sanctioned.

61/18 Reports from Members on external bodies These reports can be viewed at the following weblink: District and County Councillor reports

62/18 There being no further business to transact the Chairman closed the meeting at 9.20pm

Chairman..... Cllr H Burrage Dated 26th September 2018