

# **Little Malvern & Welland Parish Council**

Minutes of the Annual Parish Council Meeting held on Monday 18<sup>th</sup> May 2015

<http://e-services.worcestershire.gov.uk/MyParish>

## **Present**

Cllrs. Mrs V Nelson (Chairman), Miss J Dalton, Mr M Davies, Mr W Guy,  
Mr P Hancock, Mrs E Horton-Smith, Dr. J Humphries, Mrs M Purser, Mrs M Sumner.

## **In Attendance**

County Cllr. Mr T Wells, Mr P Manion & Miss J Williams (Welland FC), Mr D Sharp (Clerk) and six members of the public.

Before the meeting Mr & Mrs Calvesbert outlined their plan to construct a house for themselves on land they owed on Drake Street.

A member of the public requested that the parish council intervene to get some overgrowth cut back from the footway near the Marlbank cemetery. Clerk to investigate.

Mr Manion addressed the meeting on the issue of the football club which had now been going for 25 years and now ran both adult as well as junior teams for both boys and girls. He thanked the parish council for their ongoing support.

Miss Williams confirmed that the club was developing girls football and although the FA were supportive, funding had been reduced in recent years.

Complaints had been received regarding bad language and Mr Manion assured the meeting that everything possible was being done to solve the problem.

## **64/15 Apologies**

Cllr. Mr J Gibbs (accepted). Also District Cllr. Mrs C O'Donell

## **65/15 Interests**

- i. ***Councillors Declarations of Disclosable Pecuniary Interests and Other Disclosable Interests regarding items on the agenda:*** Cllrs. Mortimer, Nelson and Sumner all declared ODIs concerning planning application 15/00676/OUT, since they all lived adjacent to the plot.
- ii. ***Notification of changes to the register of interests:*** There were none.
- iii. ***To consider written requests from councillors for the council to grant a dispensation for those with Disclosable Interests to take part in discussions or voting. (Written requests to be with the clerk at least 4 clear days prior to a meeting.):*** Cllrs. Mortimer, Nelson and Sumner to discuss planning application 15/00676/OUT.  
This was approved and the dispensation would last until the next ordinary elections.

## **66/15 Minutes**

***To consider for adoption the minutes of the last Parish Council meeting held on 18<sup>th</sup> May:***

These were accepted as an accurate record and they were signed by the Chairman.

## **67/15 Progress reports and other matters arising from these minutes**

Following a request for information Cllr. Davies reported that the planning consent for the Bovis sign at Lawn Farm did not expire until October.

The Clerk reported that WCC were to issue an enforcement notice on the Welland Garage Site, Gloucester Road for encroachment.

All councillors expressed their appreciation to Richard Levett from CALC who had held the recent briefing sessions.

## **68/15 Reports by District and County Councillors and other Representatives.**

**County Cllr. Wells** reported on the meeting between councillors and WCC Highways representatives. The improvement to crossing points between the church and village and between spitalfields and the school were seen as priorities and costings for various options were to be sought. Four traffic surveys were to be made at each approach road to the crossroads. Unfortunately it had been agreed that it was not feasible to install a footway along Garrett Bank. He also mentioned the problems experienced by drivers at the new 'Ketch' roundabout layout.

**District Cllr. Davies** confirmed that the SWDP inspector's report was expected in August/September. The amended plan would then go out to consultation and it was hope that it would be adopted early in 2016.

The Council was also investigating in the sharing of more services and it had employed and officer working full time on community engagement.

### 69/15 Committee & Working Party Reports & Recommendations

- i. **Neighbourhood Planning Group:** The group had circulated a progress report to councillors confirming that housing policies were being redrafted and that the Landscape Assessment would soon be completed. A meeting would be held with MHDC next month and it was hoped that a draft Plan would be available for the July parish council meeting. Councillors approved the report and instructed the group to proceed.
- ii. **Communications Working Group:** The group were compiling a data base of resident's contact details and investigating opening a mailchimp account. A newsletter was to be distributed to all households in July by hand until a large enough number of email addresses had been complied. Finally they were looking at options to create a new web site since the one run by WCC had limitations. Councillors were asked to recommend any other parish websites that they thought could be used as a blueprint.
- iii. **Playing fields Working Group:**
  - a) **To consider complaints from neighbours concerning disturbance from football events on Spitalfields:** This had been dealt with by Mr Manion earlier.

**b) To receive the report from FA Groundsman and the consider future maintenance including the quotation from ARC for £5190 +Vat.:** It was agreed that the group comprising Cllrs. Davies and Guy meet with the Clerk and Mr Manion to review the details and make a recommendation to councillors.

Finally it was noted that more wood chippings were required on the playground.

### 70/15 Planning:

Cllr. Davies made a brief statement to councillors, outlining his necessary abstention in local planning issues at parish council meetings due to his position as ward member and member of the Southern Area Management Committee.

#### ***i. To consider responses to the following applications:***

Application No	From	Details
15/00522/FUL	Rosie Clare Mays Piece, Marlbank	Erection of static caravan
15/00573/FUL	Rachel Tattersall Myrtle Cottage, Drake Street	Convert half the ground floor of the garage and all of the first floor to a holiday let.
15/00676/OUT	Mr Richard Ditchburn Land adj Pheasant Cottages, Drake Street	Outline application for the erection of a single dwelling with access submitted

The following responses were agreed:

15/00522/FUL - 'In order to determine whether the dwelling is suitable for an agricultural worker a business model or viability study should be sought. The Parish Council recommends that this is requested from the applicant before making a decision.'

15/00573/FUL - 'The Parish Council is happy with the principle of development but suggests that a condition be applied that the colour of windows and doors compliment the timber garage doors. Perhaps the details could be agreed with the local district councillor.'

15/00676/OUT - 'The Parish Council is content with the principle of development but recommends that a further ecological study is made particularly of great crested newts that are know to be present in the adjacent landowners pond.'

- ii. **To consider making representation at MHDC Southern Area Management Committee re. application 14/00262/FUL:** The Chairman was to attend and speak on behalf of the Parish Council.

### 71/15 Mobile Phone

**To consider the Church as a potential host for a mobile phone mast:** This was thought to be an excellent initiative and the Clerk was to write to the church offering support.

**72/15 S106 FUNDING**

**To consider forming a working group to create a schedule of projects that could be funded by S106 contributions:** It was agreed that Cllrs. Davies, Horton Smith and Sumner form the group and make recommendations to the Parish Council.

**73/15 Highways and Footpaths**

**To consider various traffic related matters and the response to the meeting held on 22 May 2015 and to agree a process for continuing to progress these matters:** It was agreed to form a working group comprising County Cllr. Wells with Cllrs. Davies and Hancock to cost options for traffic calming and safety measures. In particular they were to investigate crossing points and 'gated' entrances to the village. A report would be prepared for the Parish Council.

The poor state of some of the local public rights of way were highlighted. The Clerk was to forward a plan of PRoW to Cllr. Hancock to identify problem areas. Landowners would then be notified or working parties could be arranged to cut back vegetation.

**74/15 Correspondence**

The following correspondence was presented:

FROM	*email	SUBJECT
CALC	*	Updates
Clerk	*	Pheasant Inn Response
Clerk	*	Notes on Highways Meeting
WCC	*	Superfast Broadband
Clerk	*	Mays Piece Site Visit
Clerk	*	Budget
Clerk	*	Welland Garage Site Report to Inspector
CALC	*	Area Meeting 8 <sup>th</sup> June
MHDC	*	Quality Tour Nominations
Carly Tinkler	*	Welland Landscape Assessment Questions
Clerk	*	Welland TPOs
MHDC	*	Old Post Office Site Visit
WCC Highways	*	Village Gates
WCC Highways	*	School Flashing Lights
Carly Tinkler	*	Welland Landscape Assessment
Clerk	*	Land Off Marlbank Appeal Decision
M Davies	*	Neighbourhood Plan
M Davies	*	S106 Funding
M Davies	*	Participation in Planning Business
Zurich		Insurance Schedule

**75/15 Finance**

**i. To consider approval of annual accounts:** The accounts were approved and signed by the Chairman and Clerk.

**ii. To consider completion of 'Annual Governance Statement':** This was completed and signed by the Chairman and Clerk.

**iii. To consider payment of invoices presented:**

The following payment was approval from the **Neighbourhood Plan Account**:

From/Due to	Date	Amount	Details
Getmapping PLC	21/05	£33.60	Parish Online Renewal
	<b>TOTAL</b>	<b>£33.60</b>	

The following payments were approved from the **Main Account**:

From/Due to	Date	Amount	Details
Jeremy Moore	04/06	£236.00	Lengthman Duties (May)
Broadleaf Tree Care	20/05 12/06	£600.00	Grass Cutting (May & June)
Steve Maund	02/06	£160.00	Grass Cutting (May)
Zurich Municipal	27/05	£898.37	Insurance Premium
Worcestershire CALC	01/06 08/06	£306.24	Councillor Briefings
ARC Ground Care Ltd	01/06	£324.00	Spitalfields Weedkill
B&Q	15/05	£13.93	Weedkiller (Cemetery)
Malvern Mowers & Tractors	15/06	£63.39	Strimmer Service
Edwin Hardman	15/06	£72.00	Handyman (£90 gross)
DA Sharp	15/06	£378.55	Clerk's Fee (£404.08 Gross SP25 + £69.27 NDP)
	<b>TOTAL</b>	<b>£3,052.48</b>	

### Accounts Summary

<b>Reserves Lloyds B/F</b>	£96.88	£96.88
<b>Reserves BOI B/F</b>	£2,868.54	
Interest	£0.21	£2,868.75
<b>Fete Account</b>	£332.70	£332.70
<b>Buildings Account</b>	£3,132.51	£3,132.51
<b>Neighbourhood Plan Account</b>	£4,731.85	
Get Mapping PLC	-£33.60	£4,698.25
<b>Total C/F</b>		<b>£11,129.09</b>

<b>Main Account B/F</b>	<b>£12,169.32</b>
Football Foundation	£100.00
June Payments	-£3,052.48
<b>Main Account C/F</b>	<b>£9,216.84</b>

The Clerk was also to send round a monthly spread sheet including budget allocations.

### 76/15 Any other matters for report or for future consideration

The removal of a tree from the Marlbank cemetery was to be discussed at the next meeting.

The removal of the sheep dip in the stream on Hancocks Lane was to be discussed at the next meeting.

The Clerk confirmed that the summer maintenance schedule for the Old St James churchyard on Welland Court Lane was due to start this month. The removal of ivy from the walls was to be included.

Cllr. Davies reported on a positive meeting with Bovis who were to attempt to amend the road names on the Lawn Farm development.

### 77/15 Date of the next meeting

Monday 20<sup>th</sup> July at 7.30pm was confirmed.

There being no further business the meeting concluded at 10.45 pm.