

# **Little Malvern & Welland Parish Council**

Minutes of the Parish Council Meeting held on Monday 20<sup>th</sup> June 2016

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## **Present**

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

## **In Attendance**

District Cllr. Mrs C O'Donell, Mrs A Brookes (Footpaths Warden), Mr D Sharp (Clerk) and six members of the public.

Before the meeting Mr David Manning from Wychavon District Council briefed the meeting on the Rural Communities Programme that was running in 25 Wychavon parishes. It's aim was to ensure vulnerable people in rural communities were able to access local services. Four areas in Malvern Hills were to be targeted and he hoped Welland would be included with Birtsmorton and Castlemorton following later.

The Chairman thanked Mr Manning for his report and welcomed the initiative. The matter would be discussed later in the meeting.

## **64/16 Apologies**

There were none.

## **65/16 Interests**

- i. ***Councillors Declarations of Disclosable Pecuniary Interests and Other Disclosable Interests regarding items on the agenda:*** There were none.
- 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.):*** There were none.

## **66/16 Election of Officers, Committees, Working Groups and Parish Council Representatives**

The following were elected:

Vice Chairman	Cllr. Sumner
Communications Working Group	Cllrs. Dalton, Davies, Nelson and Mortimer
Playing Fields Working Group	Cllrs. Davies and Horton-Smith
Neighbourhood Planning Working Group	All Councillors
Footpaths Wardens	Mrs Anne Brookes for Welland. Little Malvern vacant
Village Hall Committee Representatives	Cllrs. Gillett and Hancock
Welland Charity Committee Representative	Cllr. Purser
Fete Working Group	Cllrs. Davies, Gillett, Purser and Sumner
Highways Working Group	Cllrs. Davies, Gillett and Hancock
Finance Working Group	Cllrs. Gillett, Hancock and Horton-Smith
S106 Working Group	Cllrs. Davies, Gillett, Horton-Smith and Nelson
Planning Working Group	Cllrs. Dalton, Horton-Smith and Sumner
4Cs Committee Representative	Cllr. Hancock
CALC Representative	Cllr. Sumner
Pavilion Representatives	Cllrs. Davies and Nelson

## **67/16 Planning**

***To consider responses to the following applications:***

<b>Application No</b>	<b>From</b>	<b>Details</b>
16/00637/ADV	Mrs Debbie Brooks Marlbank Road	One freestanding sign 2mx2.5m supported on timber frame 1m above ground
16/00599/OUT	Mr Mark Newey Rosanagh Upper Welland Road	Replacement of an existing workshop building with a sustainable Code 6 live/work unit to support a local small business

Cllr. Davies abstained from voting due to his position as District Councillor.

The following responses were agreed:

16/00637/ADV – 'The Parish Council has no objection'

16/00599/OUT – Further investigations were to be done by the Planning Group and the response was delegated to the Clerk in consultation with the Group.

**68/16 Minutes**

**To consider for adoption the minutes of the Annual Parish Council meeting held on 16<sup>th</sup> May:** These were accepted as an accurate record and they were signed by the Chairman.

**69/16 Progress reports and other matters arising from these minutes**

The Clerk had received a quotation to remove spoil from the cemetery and was reviewing whether it could be redistributed in unobtrusive areas instead to reduce costs. It was reported that slow worms were present on the site and the Clerk was to check the status of any legal protection they may have. The quotation to replace paving slabs at the side of the village hall for £360 was approved.

**70/16 Reports by District and County Councillors and other Representatives.**

**District Cllr. Chris O'Donnell** confirmed that Malvern Town Football Club had recently completed a substantial refurbishment. The open air cinema was still under way in Priory Park during the summer. The Malvern Lunch on 29<sup>th</sup> May was a great success and the Masonic Hall was holding an open day on 25<sup>th</sup> June.

**District Cllr. Mick Davies** reminded the meeting of 'Meet your Council' day this Friday. Garry Williams would be present to meet and answer questions.

Cllr. Davies was still pressing for better broadband provision for households away from the village centre and BT were expected to announce the next phase of improvements at the end of the summer. The new cabinet by the village hall was nearing capacity and improvements to it were under way.

He gave details of a successful planning enforcement case that had taken four years to complete.

There was an average of 10 Freedom of Information requests weekly to MHDC which was proving a strain on resources.

Finally he mentioned that Cllr. John Raine (Chairman of MHDC) would be walking through every ward in the district on behalf of his chosen mental health charities between 1<sup>st</sup> and 10<sup>th</sup> September.

**71/16 Committee & Working Party Reports & Recommendations**

**i. Neighbourhood Planning Working Group:** Wednesday 27<sup>th</sup> July was the date fixed to meet with MHDC to review the Plan. Further grant funding had been applied for to pay for a review of the Plan by a recognised expert from the Royal Society of Chartered Surveyors.

**ii. Communications Working Group:** Cllr. Mortimer confirmed that the website was becoming more populated and the forum facility was up and running. The meeting thanked Cllr. Humphreys for his kind donation to fund the site.

**iii. S106 Working Group:** Meetings with play equipment supplies were to be arranged over the next few weeks and consultations would be held with the School and pupils over the type of units preferred.

**iv. Playing Fields/Open Spaces Working Group:**

**a. To consider proceeding with negotiations to accepting ownership and maintenance of communal land adj. to SSSI on Guild Homes site Drake Street:** This was agreed and the Clerk was to arrange for Gaynor Smith Owen solicitors to liaise with Guild Homes.

**b. To consider a variance to the agreement (minute 108/15ivb) allowing connection from Marlbank development to the sewer system on Spitalfields:** The original plans had shown a manhole cover on Spitalfields at the point where the connection was to be made. This cover was actually sited about 30m downstream and it was agreed that the development could create a new access point in the original position.

A meeting had been arranged for 22<sup>nd</sup> June with the Worcestershire FA to further discuss drainage of Spitalfields.

**v. Highways Working Group:** A meeting had taken place between councillors and Gerry Brienza and David Jew from WCC Highways where options for traffic calming were discussed. A scheme for Gloucester Road including road markings and street signs was being prepared and the department dealing with physical obstructions was to be asked to comment also.

**72/16 Correspondence**

**To review the following correspondence previously circulated:**

From	*email	Subject
CALC	*	Updates
CALC	*	Malvern Hills Area Meeting 8th June
MHDC	*	5 Year Strategy
WCC	*	Queen's 90th Birthday Celebrations
Malvern Hills AONB	*	Public Consultation on Colour Guidance
WCC	*	Worcestershire Roadworks Reports
MHDC	*	Meet Your Council

WCC	*	Rural Vulnerability Service - Rural Broadband - May 2016
MHDC Road Naming	*	Spring Meadows Close
John Campion	*	Police and Crime Commissioner Consultation
Cllr. Bronwen Behan	*	Flood Advisory Service Roadshow - in Tenbury, 24th / 25th June
Andi White	(i)*	Garrett Bank Development
CPRE Wychavon	*	Throckmorton Meeting - Tuesday 14th June 7pm
MHDC	*	Planning Training Monday 13th June re SWDP - POSTPONED
Liz Burgin	(ii)*	Welland Parish Council Community s106 schemes
Clerk	*	Village Hall Lease
MHDC		5 Year Strategy
MHDC		SWDP Publication

- (i) The Clerk reported on a meeting with Mr White, whose planning application for 14 houses had been refused by MHDC. Although the development was outside the SWDP and inside the AONB Mr White was expected to make a further application in the near future.
- (ii) Clerk to reply to Liz Burgin thanking her for her input.

### 73/16 Finance

**i. Completion of 'Annual Governance Statement':** This was completed and signed by the Chairman and Clerk.

**ii. Approval of Annual Accounts:** These were approved and the Annual Return was signed by the Chairman and Clerk.

**iii. To consider payment of invoices presented:** The following payments were approved from the main account:

From/Due To	Date	Amount	Details
J Moore	02/06	£236.00	Lengthman Duties (May)
J Moore	02/06	£400.00	Maintenance Welland Cemetery
Broadleaf Tree Care	24/05	£300.00	Grass Cutting
Steve Maund	05/06	£240.00	Grass Cutting
JRB Enterprises	19/05	£133.80	Dog Gloves
Zurich Municipal	-	£962.28	Insurance Premium
Parish Online	24/05	£33.60	Annual Fee
Anthem UK Ltd	19/06	£108.00	Internal Audit Fee
Lumous Ltd	01/06	£3,766.78	Web Design & Hosting
E Hardman	20/06	£96.00	Handyman (£90 Gross +£30 paths)
D Sharp	20/06	£385.68	Clerk's Fee (£408.10 Gross SP25 +£4.02 April + £69.96 NDP)
	<b>TOTAL</b>	<b>£6,662.14</b>	

After these payments are made accounts will be as follows:

#### Accounts Summary

<b>Reserves Lloyds B/F</b>	<b>£96.88</b>	<b>£96.88</b>	<b>Main Account B/F</b>	<b>£15,553.01</b>
<b>Reserves BOI B/F</b>	<b>£2,871.35</b>			
Interest	£0.22	<b>£2,871.57</b>	Donation	£3,000.00
<b>Fête Account</b>	<b>£79.13</b>	<b>£79.13</b>	Cemetery Fee	£140.00
<b>Buildings Account</b>	<b>£804.47</b>	<b>£804.47</b>		
<b>Neighbourhood Plan Account</b>	<b>£26.75</b>	<b>£26.75</b>		
			June Payments	-£6,662.14
<b>Total C/F</b>		<b>£3,878.80</b>	<b>Main Account C/F</b>	<b>£12,030.87</b>

### 74/16 Any other matters for report or for future consideration

The village fête and dog show were to be held this Saturday.

It was agreed to accept David Manning's offer but to ask if Birtsmorton and Castlemorton could be included as well in the initial survey.

A meeting had taken place with Bovis Homes to discuss the layout of the second development of 50 houses at Lawn Farm and several suggestions had been made. A planning application was expected this summer with work commencing summer 2017.

### 75/16 Date of the next meeting

Monday 18<sup>th</sup> July at 7.30pm was confirmed.

There being no further business the meeting concluded at 9.45 pm.