

Malvern Wells Parish Council

From the Clerk, Sarah Hart

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Notice is hereby given that a meeting of the Council will be held on **Wednesday 26th January 2022 at 7:30pm** at **Malvern Wells Village Hall**.

Please note that current Covid restrictions state that it is statutory to wear a face mask in the village hall for the duration of the meeting, this could change, please bring a mask in case.

Public participation

Residents are invited to give their views and ask questions on the agenda, or to raise issues for future consideration. The time allowed will be at the discretion of the Chairman.

Agenda

1. To receive and consider apologies for absence

2. Declarations of Interest

- a) Councillors are reminded of the need to update their **register of interests**.
- b) To declare any **Disclosable Pecuniary Interests** in items on the agenda and their nature.
- c) To declare any **Other Disclosable Interests** in items on the agenda and their nature.
- d) To Consider Written Requests from Councillors for the Council to Grant a **Dispensation (S33 of the Localism Act 2011)**

Councillors who have declared a Disclosable Pecuniary Interest, or another Disclosable Interest which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items unless a Dispensation has been requested/granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To approve the minutes of the previous Council meeting held on 24th November 2021.

4. Planning

- a) To **consider** the following new applications:

21/02130/FUL	Proposed, low energy, new Self Build Two Bedroom House on existing Garden/wooded area, on land adjacent to Benhomle.	Land At (Os 7721 4202), Holywell Road, Malvern
21/01658/FUL	: Demolition of existing wooden shed and erection of 14 dwellings as a rural exception site (all affordable housing).	Land At (Os 7783 4104), Chase Road, Malvern
21/01872/FUL	Change of use of redundant squash courts in order to provide 4no 2 bedroom holiday units and creation of new vehicular and pedestrian point of access with green roofed carport and on site parking.	Malvern Squash Court, Wells Road, Malvern, WR14 4HA

5. Staffing

- a) To **note** the Staffing Committee were unable to meet this month.

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- b) To **consider** increasing the membership of the staffing committee from 3 to 5. Document circulated.
- c) Dependant on the outcome of Item 5.b) above, to **appoint** two more members to the Staffing Committee.
- d) To **note** that the new Standing Orders (Standing order 19. C) state that the Clerk's annual appraisal is undertaken by the chair of the Staffing Committee and thereafter subject to approval by the Staffing Committee.
- e) To **note** that the clerk's work objectives are agreed between the clerk and the chair of the Staffing Committee.
- f) To **note** that the clerk's work objectives need to be set based on the Council's priorities and objectives.
- g) To **note** the council doesn't have documented objectives and priorities; this will be an item on the February agenda.
- h) To **consider** moving the Clerk/RFO annual performance appraisal to March to tie in with the end of the financial year.
- i) To **consider** an increase in hours from 25 to 35 for the Clerk and RFO. Documents circulated.

6. Financial Matters

- a) To **approve** the payment of accounts.
- b) To **approve** payment of £215 for the annual (Society of Local Council Clerks) SLCC membership for the clerk as recommended by the Finance and General Purposes Committee. See draft minutes circulated.
- c) To **note** the budget recommendation from the Finance and General Purposes Committee. See document circulated.
- d) To **agree** the budget and precept for 2022-23. Document circulated.
- e) To **appoint** a chair to the Finance and General Purposes Committee.

7. Assets

- a) To **note** that the Chair's regalia went missing during the handover of the role and has not yet been found.
- b) To **note** Worcestershire CALC recommend claiming the loss on the insurance to replace it.
- c) To **note** the regalia was bought from the Worcestershire Medals Service and the cost in September 2016 was £388.45.
- d) To **note** the regalia was not on the asset register.
- e) To **note** there are many other items missing from the asset register eg. the gavel, filing cabinets, bus shelters, salt store, gazebos
- f) To **note** that all assets acquired by the Council (purchased or given) should be added to the asset register.
- g) To **note** that the asset register has not been kept up to date by previous clerks.
- h) To **note** it will take a considerable amount of time to update the asset register which will include identifying all missing items, verifying location/condition and photographing for insurance purposes.
- i) To **note** this will need to be considered in the priorities exercise in February.

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8. Cemetery

To **decide** whether to allow an application for two memorial crosses which will stand at 3'7 which is 7" higher than allowed in our regulations. Document circulated.

9. Scout hut lease

- a) To **note** the District Council have confirmed they have no current interest in taking back the land where the scout hut is situated so the Council is free to agree a new lease with the scouts.
- b) To **note** external legal advice may be required to draft a new lease.

10. Policing

- a) To **note** that it is not possible to request a bye law to allow pavement cycling. However mixed use pavements exist.
- b) To **decide** whether the clerk should research mixed use pavements for the Wells Rd.
- c) To **decide** whether to change the policing priorities in Malvern Wells for Jan-Mar 2022. Document circulated.

11. To **note** the carols report from Cllr Burrage. Document circulated.

12. To **consider a response** to AONB consultation. Document circulated.

13. District and County Councillor reports – to **note**.

14. Any other matters to report or for future consideration.

15. To confirm the date of the next meeting.