

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 2nd November 2022 at 7:30pm at Malvern Wells Village Hall.**

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. Apologies

- a) To receive and consider apologies for absence.

2. Declarations of Interest¹

- 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)**

3. Minutes

- a) To **approve** the minutes of the previous council meeting held on 28th September 2022.

4. Vacancies

- a) To **note** that the council now has three vacancies, two in St Peters ward and one in All Saints ward.
- b) To **consider** an application for co-option to St Peter's ward. Confidential documents circulated.

5. Financial Matters

- a) To **note** the standing order for the clerk's salary payment has been amended to reflect the single step increase for passing CiLCA and the reduction in weekly hours from 34 back to 29.
- b) To **approve** the payment of accounts.
- c) To **discuss and agree** ideas for what might be needed in Malvern Wells that could be funded with a grant from the Strategic Prosperity Fund (introduced by John Gallagher at the last meeting).
- d) To **note** the Finance and General Purposes Committee was inquorate for the October meeting. The following items (e-j) have been carried forward from the cancelled meeting.
- e) To **review** a grant application from the Scouts. Document circulated.
- f) To **confirm** the annual donation of £1,000 to the AONB.
- g) To **confirm** the annual donation of £1,000 to the CAB.
- h) To **review** the quarterly budget reports. Documents circulated.
- i) To **review** the council's draft budget for 2023/24.
- j) To **review** the council's risk schedule. Document circulated.

¹ 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.

6. Defibrillators

- a) To **agree** to be responsible for the purchase of replacement parts for the defibrillator in Upper Welland. (This defibrillator is not owned by the council.)
- b) To **consider** a proposal from Cllr Pitt “that the council adopts a total of 6 defibs that are widely spread across the Parish to ensure their maintenance and training is scheduled and funded by MWPC / MWPC WG and that defib training sessions are promoted and held periodically and that the locations of all defibs are documented in the Parish Notice Boards, Website and Newsletter”.

7. Remembrance

- a) To **note** the arrangements organised by the clerk for Remembrance Sunday (November 13th). Documents circulated.
- b) To **confirm** which councillors will be available on the day to help with traffic management.
- c) To **confirm** whether the chair will be available to lay the wreath.

8. Events Working Group

- a) To **consider** the remit and ongoing management of the events working group and **decide** the best option. Document circulated.

9. Governance

- a) To **adopt** the model publication scheme and information table. Documents circulated.

10. Planning

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

- i. **M/22/01047/HP**

Location: 11 Hanley Road, Malvern, WR14 4PQ

Description of Proposal: Single storey side extension, internal and external alterations

- ii. **M/22/01329/HP**

Location: 2 Yew Tree Lane, Malvern, WR14 4LJ

Description of Proposal: Proposed two storey extension to side elevation

11. Correspondence

- a) To **consider** a response to Worcestershire CALC regarding the 5-year housing supply issue raised by Kempsey Parish Council. Document circulated.
- b) To **complete** the cyber-crime questionnaire from the West Mercia Cyber Crime Partnership (Document circulated, questions 4-8 not relevant).

12. District and County Councillor reports – to note.

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

14. Meeting date

- a) To **note** the date of the next scheduled meeting is 30th November 2022.