

# Malvern Wells Parish Council

From the Clerk, Sarah Hart

Email: [clerk@malvernwells-pc.gov.uk](mailto:clerk@malvernwells-pc.gov.uk) Tel: 07988 427 507 Website: [www.malvernwells-pc.gov.uk](http://www.malvernwells-pc.gov.uk)

Notice is hereby given that a meeting of the Council will be held on **Wednesday 23<sup>rd</sup> February 2022 at 7:30pm** at **Malvern Wells Village Hall**.

**Please note that current Covid restrictions state that it is not statutory to wear a face mask in the village hall, however the village hall may have their own requirements, 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 26<sup>th</sup> January 2022.

### **4. Financial Matters**

- a) To **approve** the payment of accounts.
- b) To **approve** a quote<sup>1</sup> for £120 plus VAT to replace the broken gate posts in the Jubilee Garden. Document circulated.
- c) To **decide** the village hall broadband renewal option, the current contract expires in April. Document circulated.
- d) To **approve** the appointment of Ian Selkirk as the internal auditor for the 2021-2022 internal audit.

### **5. Staffing**

- a) To **consider** approval of the Appraisal Policy and Template which has been drawn up in line with Standing Orders and best practice, and in consultation with Worcestershire CALC. Document circulated.

### **6. Council Action Plan**

- a) To **decide** which of the proposed items should be prioritised in the Council Action Plan 2022-2023. Document circulated.

---

<sup>1</sup> Exempt from 3 quotes due to Financial Regulation 11.1a) ii. Specialist service

# Malvern Wells Parish Council

## 7. Jubilee

- a) Request from the chair of the Events Working Group. To **decide** the venue for the jubilee celebrations.

## 8. Information boards for Assarts Playing Field and Village Green

- a) To **confirm** the style and material to be used for the boards. See document for suggested style.
- b) To confirm the material to be used. Eg. wood, recycled plastic, metal
- c) To **decide** exactly where the boards will be located.
- d) To **note** planning permission may be required.
- e) To **consider** whether to setup a working group for this. See document for basic outline of the project.
- f) To **confirm** whether a councillor would be able to do the graphic design.

## 9. Jubilee tree planting

- a) To **note** the AONB manager does not recommend planting a specimen tree such as an oak in the wild grass/flower area on the Assarts Rd playing field. A large tree will change the biodiversity of this rare site of ancient hay meadow and would render the information board obsolete. The overshadowing would cause less flowers and the fallen leaves would not be good for the grass.
- b) To **note** the AONB recommend planting in the North-West corner near the playground.
- c) To **decide** the location for the Scouts to plant the Jubilee tree.

## 10. Planning

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

<a href="#">22/00042/HP</a>	Proposed two storey rear extension	The Old Fire Station, Grundys Lane, Malvern, WR14 4HS
<a href="#">M/22/00014/HP</a>	Replacement of existing septic tank and drainage with sewage treatment plant	Thor Cottage, Shuttlefast Lane, Malvern, WR14 4JB

- b) To **consider** the following Tree Preservation Order:

TPO 690     2 St Wulstans Drive, Malvern

## 11. District and County Councillor reports – to **note**.

## 12. Any other matters to report or for future consideration.

## 13. Gas Lamps

- a) To **note**. It is recommended that the meeting close for the consideration of the gas lamps contract agenda item due to the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, pursuant to the Public Bodies (Admission to Meetings) Act 1960". The reason being the consideration of a contract for services.
- b) To **decide** whether to close the meeting to the public and press for the consideration of a contract for services.
- c) To **consider** the recommendation from the gas lamps working group for the new gas lamp maintenance contract. Documents circulated.

## 14. To confirm the date of the next meeting.