

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 27th October 2021 at 7:30pm** at **Malvern Wells Village Hall**.

Please note that due to the lifting of COVID restrictions on July 19th there will not be a requirement for masks. However please bring a mask because Government guidelines encourage the use of mask wearing if an indoor location becomes crowded. If we near capacity in the village hall we may need to wear masks. Hand sanitising is still a requirement of use for the 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. 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 29th September 2021.

4. Financial Matters

- a) To **approve** the payment of accounts.
- b) To **consider** revised quotes for painting of the gas lamps. Document circulated.
- c) To **approve** the purchase of a mobile phone and associated contract to cost less than £17 a month. This will provide the Council with a dedicated phone number.
- d) To **approve** a request from Cllr Burrage for additional spend of £200 on the carol service for printing re-usable banners and £50 for printing the carol sheets. Documents circulated.
- e) To **approve** virement of £200 from the Wells News budget (underspend of £750) to the Carols budget to cover the costs of item d) if approved.
- f) To **note** the draft minutes of the Finance and General Purposes Committee. Document circulated.
- g) **To consider the following recommendations from the Finance and General Purposes Committee:**

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- i) To **approve** an amendment to item 4.1 of the Financial Regulations. Document circulated.
- ii) To **approve** adoption of the NALC 2020 Model Standing Orders with amendments as proposed. Document circulated.
- iii) To **approve** the draft terms of reference for the Finance and General Purposes Committee. Document circulated.
- iv) To **note** that the Quarter 2 budget shows that the finances are on track with no areas of concern for Council. Document circulated.

5. Platinum Jubilee

a) To **decide** whether the Council will take on the responsibility for arranging an event to mark the Queens Platinum Jubilee next year, or whether they would like the Village Hall Management Committee to arrange an indoor street party (which they have done for previous Royal occasions).

6. Scout land

- a) To **note** the lease on the land at Assarts Road Playing Field currently occupied by the Scouts is overdue for renewal.
- b) To **note** that before the Council can renew the lease they must formally ask whether the District Council wish to have the land back.
- c) To **approve** that the Clerk puts the request to the District Council.

If the District Council have no interest in taking back the land (item c above):

- d) To **approve** renewal of the Scout land lease for a period of 30 years (the period of the original contract).
- e) To **decide** whether to apply a rental fee of £52 (based on the last fee charged in 2010) or change the amount.

7. Comms

- a) To **note** the meeting notes of the Comms working group meeting.

8. Vacancy Finance and General Purposes Committee (F&GP)

- a) To appoint a Councillor to F&GP.

9. Gas Lamps contract renewal

- a) To **note** Sight Designs wish to negotiate the terms of the proposed monthly contract and to note that they have stated that an itemised quote for annual maintenance requirements is unworkable.
- b) To **note** Sight Designs believes unscheduled maintenance alone is impractical because many of the issues are caused by the lamps requiring annual maintenance.
- c) To **note** the time spent negotiating the interim arrangements is hampering progress with finalising a new contract.
- d) To **approve** that negotiations regarding the monthly rolling contract are stopped to enable the Clerk and the working group to pursue final quotes, and to allow Sight Designs to focus on providing a quote for the main contract renewal if they wish to.
- e) To **note** a quote has been provided by an alternative contractor, this is a draft proposal only at this stage, but provides a rough idea of potential costs. Document circulated.
- f) To **note** the working group have not had sufficient time to consider the detail of the above proposal in order to make recommendations to Council. The Clerk has asked some preliminary questions which have been responded to. Document circulated.
- g) To **approve** the option of exploring a combined contract with Malvern Town and West Malvern Councils in order to secure a lower tariff.

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- h) To **approve** the basic requirements for the gas lamps maintenance to ensure final quotes are based on the same parameters. Document circulated.
- i) To **decide** a completion date for final quote proposals to be submitted.

10. Events

Remembrance service

- a) To **choose** a marshall for the top of Hanley Road. Cllr Knibb gives his apologies but is unable to attend the remembrance service and therefore will be unable to undertake his usual duties as a marshall.
- b) To **note** the usual bugler has been found via Cllr Burrage's suggestion of contacting the Chase Brass band.

11. Planning

- b) To **consider** the following applications:

21/01599/HP	Removal of existing lean to plastic structure. Erection of new lean to structure to house a utility area. New structure to have tiled (or tiled effect) roof and weatherboard wall claddings.	45 Hanley Road, Malvern, WR14 4HZ
21/01703/CU	Change of use and conversion of vacant retail unit to residential Dwelling.	265 Wells Road, Malvern, WR14 4HF
21/00732/HP	Two-storey rear extension, conversion of existing garage/workshop into ancillary accommodation and replacement of existing outbuilding to create new garage/workshop with new vehicular access from Upper Welland Road	144 Upper Welland Road, Malvern, WR14 4LA
21/01803/HP	Demolition of two-storey rear structure and erection of rear two-storey extension	175 Upper Welland Road, Malvern, WR14 4LB

- c) To **consider** the following Tree Preservation Order (TPO)

TPO685 2021	no one is allowed to cut down, top or lop without permission any of the trees described in the 1st Schedule of the Order and shown on the map.	Hornyold Wood, nearest postcode WR14 4PR
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12. District and County Councillor reports – to **note**.

13. To consider a response to the following correspondence, documents circulated:

- a) Complaint regarding Truckfest.
- b) To note the response regarding closure of Malvern ambulance station.

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

15. To confirm the date of the next meeting.