

# **Malvern Wells Parish Council**

## **Minutes of full Council Meeting held on Wednesday 28<sup>th</sup> July 2021 at 7:30pm in Malvern Wells Village Hall**

### **Present**

Cllrs. B Knibb, C O'Donnell (Chair), C Gates, G Turrell, D Preece, P Stanier, D Booker, T O' Donnell

### **In Attendance**

Dave Perridge (Road Safety Operations Manager) and Marc Watts (Community Speedwatch Co-ordinator) from West Mercia police, Mrs S Hart (Clerk), County Councillor Jack Satterthwaite, District Councillor John Gallagher and 4 members of the public

### **Public participation:**

3 members of the public made statements regarding speeding problems in Malvern Wells.

1 member of the public made a statement regarding planning and the effects of planning decisions on the AONB. They also asked a specific question "when did the Worcestershire Golf Club put forward their land for inclusion in the NDP?" The Chair requested that he contact Paul Esrich of the AONB and the Clerk for a response and any further information.

### **1. Apologies were received and accepted for the following Councillors:**

J Black, H Burrage

**Cllrs Absent:** J Baker

*Apologies received for K Wagstaff after the meeting*

*M Dyde sent his apologies as a District Councillor. He resigned as a Parish Councillor two days prior to the meeting.*

### **2. Declarations of Interest**

a) **Register of Interests: there were none**

b) **Disclosable Pecuniary Interests: there were none.**

c) **To declare any Other Disclosable Interests in items on the agenda and their nature: there were none**

d) **Written requests for the council to grant a dispensation: there were none.**

3. The meeting Risk Assessment was **approved**.

4. The minutes of the previous Council meeting held on 30<sup>th</sup> June 2021 were **approved** and signed by the Chair.

### **5. Community Speedwatch**

a) A presentation was **received** from Dave Perridge regarding how West Mercia deal with speeding and how Community Speedwatch fits into this. Community Speedwatch is only initiated if the speeds aren't too fast (between and 30-40mph in a 30). There are other actions taken if speeds are greater. The first step in determining whether a location is suitable for Community Speedwatch is that the police do some data collection to establish speeds. These findings then inform the next steps.

b) The Council **approved** initiating data collection (by West Mercia) which may lead to a Community Speedwatch programme.

c) It was **noted** that the areas of concern would be determined by West Mercia not the Council.

## 6. The payment of accounts was approved.

Malvern Wells Parish Council				
Payments schedule Jul21				
Date	Description	Supplier / customer	Account	Total
02/06/2021	Adobe subscription	Adobe	Office Admin and Travel	21.14
14/07/2021	Electricity cemetery Jun21	EON	Cemetery Labour Supplies	26.33
14/07/2021	Jul-Aug21 Remote meeting s	Zoom	Meeting costs	14.39
15/07/2021	A5 Flyers	First Paige	Fete	55.00
16/07/2021	Files and file dividers	Viking	Office Admin and Travel	42.60
21/07/2021	Pension Jun21	Nest	Salaries, PAYE, Pension an	82.60
24/07/2021	Village Hall Broadband	BT	Office Admin and Travel	133.16
26/07/2021	Fete advertising	All About Malvern	Fete	180.00
28/07/2021	Salary Jul21	S Hart	Salaries, PAYE, Pension an	1,320.34
29/07/2021	Room hire May/Jun	Malvern Wells Village H	Meeting costs	36.00
29/07/2021	Room hire All Saints 16 Jun2	St Andrews and All Sain	Meeting costs	37.50
29/07/2021	Bronze plaque BASS	Arkell and Hurcombe	Cemetery Labour Supplies	206.52
29/07/2021	Outdoor work Jul21	S Maund	Cemetery Labour Supplies	373.44
29/07/2021	Outdoor work Jul21	S Maund	Open spaces maintenance	248.96
29/07/2021	Outdoor work Jul21	S Maund	Footpaths/Lengthsman	124.48
29/07/2021	Fuel	S Maund	Cemetery Labour Supplies	35.30
29/07/2021	Outdoor work Jul21	M Thomas	Cemetery Labour Supplies	311.61
29/07/2021	Outdoor work Aug21	M Thomas	Cemetery Labour Supplies	265.20
29/07/2021	Burial Ground Manager Jul2	M Alexander	Cemetery Labour Supplies	397.98
29/07/2021	Pension Jul21	Local Government Pensi	Salaries, PAYE, Pension an	421.27
29/07/2021	Gas supply	British Gas	Gas Lamps	1,540.66

## 7. Working Groups Terms of reference

- a) The meeting records from the Comms Working Group were **noted**.
- b) The terms of reference recommended by the Comms Working group were **approved\***.
- c) The meeting record of the Gas Lamps Working Group were **noted**.
- d) The terms of reference recommended by the Gas Lamps Working Group were **approved\***.
- e) There were no comments for the terms of reference submitted late by the NDP Working Group. These will be on the September agenda for approval.
- f) The meeting records of the NDP Working Group were **noted**.

\*Terms of reference at **Annex A**

## 8. Wells News

The recommendation from the Comms Working Group that Tonya O'Donnell edits the Autumn edition of the Wells News (as a one-off task) in a more streamlined format, was **approved**.

## 9. Website

The recommendation from the Comms Working Group to move to a free website hosted by Hugo Fox was **approved**.

## 10. Gas Lamps

- a) The recommendation from the Gas Lamps Working Group that the new contract with Sight Designs incorporates a mechanism (via use of a sub-contractor approved by Council) to improve the efficiency/effectiveness of the Gas Lamps maintenance; was **approved**.
- b) It was **approved** for the Clerk to seek additional quotes for the Gas Lamps contract where possible.

### 11. Fete

- a) The minutes of the Events Working Group **were noted**.
- b) The Fete report from the Events Working Group **was noted**.
- c) It was **noted** that a contribution from Councillors towards the adult tombola is traditional and can be brought on the day of the fete.
- d) It was **noted** that the events Working Group need as many Cllrs to help as possible to assist in helping setting-up/taking down and helping to run the fete on the Sunday 12<sup>th</sup> September and Saturday evening 11<sup>th</sup> September.

### 12. Events

A decision regarding whether the Council would like to take responsibility for arranging an event for the Queen's jubilee was **deferred** to the October Council meeting.

### 13. Planning

- a) The following decisions were made:

<a href="#">21/01077/FUL</a>	New house in garden	Foxley Bank, Eaton Road, Malvern, WR14 4PE	Malvern Wells Parish Council are in support of this application
<a href="#">21/01122/HP</a>	Removal of Conservatory Walls and Roof and Construction of Replacement Solid Extension.	45 Assarts Road, Malvern, WR14 4HW	Malvern Wells Parish Council are in support of this application
<a href="#">21/01093/HP</a>	Single storey extension to side and rear of dwelling	63 Assarts Road, Malvern, WR14 4HW	Malvern Wells Parish Council have no objection to this application as long as there is no objection from the neighbour regarding proximity to the party wall.
<a href="#">21/00617/FUL</a>	Amended east and west elevations 105A to show outline of existing buildings – 17.06.21 Addendum to outline stability report – 23.06.21 ASHP information 24.06.21 Vernacular Design Study 116 – 10.07.21	Properties 48 To 60, Wyche Road, Malvern	<b>Malvern Wells Parish Council considers that the additional information doesn't improve 'fitting in with the street scene' and the footprint and mass remain too large.</b>  <b>The information regarding fans further highlights the issue of noise, the suggested decibel level of the Mitsubishi fans remains high for a persistent noise and will undoubtedly increase as the fans age. This will be problematic for residents and neighbours. The suggestion of rock removal using chemicals does not necessarily make it safer or more environmentally preferable, especially in the AONB.</b> <b>Malvern Wells Parish Council continue to object to this application.</b>

**14.** The County Councillor presented a verbal report which was **noted**.

It was **requested** that future reports are sent in advance of the meeting so that Councillors can read and prepare any questions.

Cllr Satterthwaite **agreed** to giving a donation of £500 towards this year's fete costs.

The District Councillor report from Cllr Dyde was **noted**. Cllr John Gallagher gave his report after item 5 due to needing to leave early. Reports at **Annex B**

**15. Other matters to report or for future consideration:**

- a) Cllr T O'Donnell expressed frustration at the lack of engagement from other Councillors to take on the work required for the NDP. There is a risk that it may not be feasible to continue. There are two members of the public who are very active and have been instrumental in reviving the group so far. The NDP will have a stall at the fete, providing information. This will be combined with a face painting stall to try and ensure plenty of visitors.

**16. The date of the next meeting was confirmed as September 29<sup>th</sup> 2021.**

There being no further business the meeting closed at 9:45pm

**Annex A**

Malvern Wells Parish Council  
Gas Lamps Working Group  
Appointed by Council 26<sup>th</sup> May 2021  
Terms of Reference

**Purpose**

To review the Gas Lamps contract ready for renewal

Expected completion date is September 22<sup>nd</sup>

**Finances**

There is no budget for this project.

**Membership**

G Turrell	H Burrage	J Black	S Freeman
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**Quorum**

None specified

**Role of the Clerk**

None specified

**Meetings**

1<sup>st</sup> meeting July 19<sup>th</sup>

Meetings to be held as and when required, next meeting date to be agreed at the close of the first meeting.

Malvern Wells Parish Council  
Comms Working Group  
Appointed by Council 31<sup>st</sup> May 2021  
Terms of Reference

## Purpose

1. To come up with a solution to ensure an Autumn Wells News can be published.
2. To research options for a replacement website and associated social media.

Expected completion date: 30<sup>th</sup> September 2021

## Finances

There is a budget of £2,000 for a website solution.

There is £2,140 remaining in the Wells News budget.

There is no delegation to the Clerk to action any expenditure from these budgets until recommendations are ratified by Council.

## Membership

C Gates	C O'Donnell	D Booker	M Dyde	T O'Donnell
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## Quorum

None specified

## Role of the Clerk

To forward web research to the group for consideration

## Meetings

1<sup>st</sup> meeting: 8<sup>th</sup> July 2021

Meetings to be held as and when required, next meeting date to be agreed at the close of the first meeting.

## Annex B

District Councillor Report – John Gallagher

1. The SWDP review has been delayed. A new timetable is being drawn up which will be announced around about September time. 14,000 homes will be added to the quantity already in there.
2. Connecting Communities - £500,000 additional funds have been added to help people through the Covid crisis with a purpose of better neighbourhood engagement. <https://www.malvern hills.gov.uk/news-alerts/500-000-fund-to-support-communities>
3. Future Workforce Programme – will provide:
  - a) grants to small businesses for upskilling their workforce. <https://www.serco-ese.com/skills-support-for-the-workforce>

- b) apprenticeships - not just for schoolleavers but also anyone who needs to re-train (eg. those that may have been displaced due to Covid, mothers returning to work)

<https://www.malvernhills.gov.uk/business-support-and-jobs/skills-and-training/apprenticeships-and-training-opportunities#apprenticeships>

#### County Councillor Report – Jack Satterthwaite

- the County Council have declared a climate emergency
- the Worcs to Malvern bike route is being worked on
- District Council ward boundaries are being reviewed - there will be a consultation in September
- the broken hand rails on the Wyche Road will be fixed soon
- District Council ward boundaries are being reviewed – there will be a consultation in September

### District Councillor Report by Mark Dyde – July 2021

A “Tackling Poverty” summit was facilitate by the council where local groups met to discuss and understand how we can build a better community post-covid. The most needy have been hit disproportionately by the pandemic and we need to make sure that are not left further behind as we come out of this.

The boundary commission review of MHDC continues with the suggestion being to reduce the number of councillors from 38 to 31. The proposals will affect Malvern Wells because we currently have two councillors and this is too high for population of the ward. However, it can't be dropped to just one councillor because then there are too many people! So, it's likely the boundary line will be redrawn and the MHDC ward will no longer mirror the parish. A public consultation is under way at :- <https://consultation.lgbce.org.uk/have-your-say/24708>

The South Worcestershire Development Plan is being delayed, again. No date has yet been given other than to say it “won't be published in October 2021”.

New funding and support is on offer to businesses and those entering the job market as part of a scheme launched by Malvern Hills District Council. The Future Workforce Programme pulls together the council's activity around skills and training to make it easier for people and companies to find the help they need to meet their ambitions. As part of the scheme, a new Upskilling Grant has been created offering businesses up to £1,000 a year from the council to support the training of staff. Unlike previous grant schemes, this doesn't just have to be spent on apprentices but can be used for graduate placements and other types of traineeship. The money is on top of any other funding available from the Government. The council has also created a bursary scheme offering money to apprentices and trainees to help them with travel and other costs, after research found this could be a barrier to people taking up on the job training.

A £500,000 fund has been created to strengthen and develop the district's communities following the impact of the Covid-19 pandemic. The Connected Communities Fund will be used to support Malvern Hills District Council's aim to transform the way it works with residents, voluntary and community organisations. Traditionally the council has identified faults or problems with an area and put in place services or solutions to fix them, which makes that community reliant on the local authority. But the way communities joined together to support each other through the various lockdowns has revealed the tremendous work being done by voluntary organisations, charities, community groups and passionate residents. The council now proposes to build on these strengths by investing in the right areas and

developing existing ‘assets’ – which can be people, buildings or organisations – so communities can meet their own needs, become more sustainable and resilient. The new £500,000 fund will be used to support projects around the themes of places, people and supporting charities and social enterprises.

The Independent Remuneration Panel, which recommends the level of allowances paid to councillors across Worcestershire, proposed the basic allowance paid to councillors on Malvern Hills District Council was increased from £4,437 to £4,650. There are also increases for specific roles (like Leader of the Council and portfolio holders). The total amount spent on councillor allowances works out at about £3 per person living in the district.

## Malvern Hills Trust Report

Nothing since my last update.

Signed.....

Date.....

DRAFT