

Malvern Wells Parish Council

Minutes of full Council Meeting held on Wednesday 26th January 2022 at 7:30pm in Malvern Wells Village Hall

Present

Cllrs. B Knibb, C Gates, H Burrage, D Booker, J Black, C O'Donnell (Chair), G Turrell, T O'Donnell, K Wagstaff.

In Attendance

Mrs S Hart (Clerk), 14 members of the public.

Public participation:

Members of the public expressed their concerns regarding item 4a 21/01658/FUL. See written statements at Annex A.

A representative of the AONB stated that the AONB would be requesting a delay to the decision on the application and requested that the parish council include a request to delay in their response. A delay would provide the AONB time to complete a housing needs survey which would show the real housing need.

1. Apologies were received for the following Councillors:

P Stanier, D Preece

Cllr J Baker was absent, (apologies sent after the start of the meeting).

County Councillor Jack Satterthwaite sent his apologies.

2. Declarations of Interest

a) Register of Interests: there were none.

b) Disclosable Pecuniary Interests: Cllr Burrage declared the carol receipts for I Burrage at Item 6a.

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 minutes of the previous Council meeting held on 24th November 2021 were **approved** and signed by the Chair.

4. Planning

It was **agreed** to make the following comments on these 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	Malvern Wells Parish Council has no objection to this application.
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The meeting adjourned for further public participation before the resolution was made on 21/01658. The council were asked whether anyone had any interests to declare. The council response was that declarations of interest were dealt with at the beginning of the meeting, and nothing had been declared for this item.

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	Malvern Wells Parish Council objects to this application because the council wishes to maintain the green corridor in this area of Upper Welland.
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	Malvern Wells Parish Council has no objection to this application, but request that the proposed laundry is fully insulated and sound proofed in consideration of the neighbouring properties.

5. Staffing

- a) It was **noted** that the Staffing Committee were unable to meet this month.
- b) It was **resolved** to increase membership of the staffing committee from 3 to 5.
- c) It was **resolved** to appoint Cllrs W Bennett and J Black to the Staffing Committee.
- d) It was **noted** 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) It was **noted** that the clerk's work objectives are agreed between the clerk and the chair of the Staffing Committee
- f) It was **noted** that the clerk's work objectives need to be set based on the Council's priorities and objectives.
- g) It was **noted** the council doesn't have documented objectives and priorities; this will be an item on the February agenda.
- h) It was **resolved** to move the Clerk/RFO annual performance appraisal to March in 2022 and to continue with January in future years.
- i) It was **resolved** to postpone a decision to increase the clerk's hours from 25 to 35 until after the staffing committee have met in March.

6. Financial Matters

- a) The payment of accounts was **approved**. Cllr Burrage did not vote due to declaring an interest.

Malvern Wells Parish Council				
Listing of Payments Dec21 and Jan22				
Date	Description	Supplier / customer	Account	Total
29/11/2021	Tripod ladder for cemetery	FR Jones and Son	Miscellaneous Payments	461.99 PAID
02/12/2021	Drill, pump, leaf grabber, l	Screwfix	Miscellaneous Payments	372.68 PAID
05/12/2021	Apache backup	Namesco	Website/Email hosting	29.99 PAID
09/12/2021	surplus cash for accompar	S Hart	Carol concert	5.00 PAID
10/12/2021	Accompanist fee	J Reeve	Carol concert	75.00 PAID
13/12/2021	Dec21-Jan22	Zoom	Meeting costs	14.39 PAID
19/12/2021	Oct-Nov21	Lloyds Bank	Bank charges	11.48 PAID
21/12/2021	Electricity cemetery Nov21	EON	Cemetery Labour and Mai	20.75 PAID
23/12/2021	Salary Dec21	S Hart	Salaries, PAYE, Pension and	1,317.26 PAID
29/12/2021	Cemetery management	M Alexander	Burial Ground Manager	495.10 PAID
04/01/2022	Bin collection	Malvern Hills District Co	Cemetery Labour and Mai	59.86 PAID
09/01/2022	SMTP Access	Namesco	Website/Email hosting	21.00 PAID
09/01/2022	Pension Dec21	Local Government Pensi	Salaries, PAYE, Pension and	517.84 PAID
11/01/2022	Village Hall Broadband	BT	Office Admin and Travel	133.16 PAID
13/01/2022	Mobile phone for dedicate	Digital River	Miscellaneous Payments	79.99 PAID
13/01/2022	Jan-Feb22	Zoom	Meeting costs	14.39 PAID
17/01/2022	PAYE Q3	HMRC	Salaries, PAYE, Pension and	1,246.86 PAID
18/01/2022	Nov-Dec21	Lloyds Bank	Bank charges	7.00 PAID
21/01/2022	Dec21	EON	Cemetery Labour and Mai	21.29 PAID
23/01/2022	Salary Jan21	S Hart	Salaries, PAYE, Pension and	1,317.26 PAID
25/01/2022	Salt	WCC	Open spaces maintenance	183.30 PAID
27/01/2022	Mobile monthly fee	ID Mobile	Office Admin and Travel	7.00 PAID
25/01/2022	Bugler fee	F Hughes	Remembrance	40.00 TO PAY
25/01/2022	Pension Jan22	Local Government Pensi	Salaries, PAYE, Pension and	517.84 TO PAY
27/01/2022	Christmas tree Jubilee Gar	Coddington Christmas T	Christmas trees/lights	270.00 TO PAY
27/01/2022	Hall hire fees Oct21-Dec21	Malvern Wells Village H	Meeting costs	46.00 TO PAY
27/01/2022	Hall hire 18/01/21	Wyche Institute	Meeting costs	9.00 TO PAY
27/01/2022	Oct-Dec21	British Gas	Gas supply	1,540.66 TO PAY
27/01/2022	Outdoor work Dec	S Maund	Cemetery Labour and Mai	622.40 TO PAY
27/01/2022	Outdoor work Dec	S Maund	Open spaces maintenance	311.20 TO PAY
27/01/2022	Outdoor work Dec	S Maund	Lengthsman	311.20 TO PAY
27/01/2022	Cleaning materials chapel	S Maund	Cemetery Labour and Mai	66.09 TO PAY
27/01/2022	Outdoor work Dec21 and J	M Thomas	Cemetery Labour and Mai	430.95 TO PAY
27/01/2022	Outdoor work Jan21	S Maund	Open spaces maintenance	155.60 TO PAY
27/01/2022	Outdoor work Jan21	S Maund	Cemetery Labour and Mai	373.44 TO PAY
27/01/2022	Outdoor work Jan21	S Maund	Lengthsman	217.84 TO PAY
27/01/2022	Adjustment to balance SO	S Hart	Salaries, PAYE, Pension and	0.60 TO PAY
27/01/2022	Refreshments, lights, tree	I Burrage	Carol concert	118.44 TO PAY
27/01/2022	Cemetery management	M Alexander	Cemetery Labour and Mai	414.48 TO PAY

b) It was **noted** that Cllr Burrage ought to have left the room because an interest had been declared.

c) It was **resolved** to pay £215 for the annual (Society of Local Council Clerks) SLCC membership for the clerk as recommended by the Finance and General Purposes Committee.

d) The budget recommendation from the Finance and General Purposes Committee was **noted**. See Annex A

- e) It was **resolved** to set the budget, adjusted to take into account amendments to salary and burial ground manager costs. £33,547.93 and £5,581.32 respectively which equates to a total budget of £153,315.71.
- f) It was **resolved** to set a precept for the financial year 2022-2023 of 3.6% which equates £86,400.
- g) It was **noted** that a precept of 3.6% creates a shortfall in salary and burial ground manager costs.
- h) It was **resolved** to take the shortfall costs from general reserves.
- i) It was **noted** that using reserves for shortfall salary costs was not a long-term solution.
- j) It was **resolved** to appoint a Cllr T O'Donnell to the Finance and General Purposes Committee.

7. Assets

- a) It was **noted** that the Chair's regalia went missing during the handover of the role and has not yet been found.
- b) It was **noted** Worcestershire CALC recommend claiming the loss on the insurance to replace it.
- c) It was **noted** the regalia was bought from the Worcestershire Medals Service and the cost in September 2016 was £388.45.
- d) It was **noted** the regalia was not on the asset register.
- e) It was **noted** there are many other items missing from the asset register eg. the gavel, filing cabinets, bus shelters, salt store, gazebos
- f) It was **noted** that all assets acquired by the Council (purchased or given) should be added to the asset register.
- g) It was **noted** that the asset register has not been kept up to date by previous clerks.
- h) It was **noted** 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) It was **noted** this will need to be considered in the priorities exercise in February.
- j) It was **noted** that the Chair has received two boxes from the previous chair but has not yet looked through them for the regalia.

8. Cemetery

It was **resolved** to allow an application for two 3'7" memorial crosses as a one off.

9. Scout hut lease

- a) It was **noted** that 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) It was **noted** that external legal advice may be required to draft a new lease.

10. Policing

- a) It was **noted** that it is not possible to request a bye law to allow pavement cycling. However mixed use pavements exist.
- b) It was **decided** that the clerk should not research mixed use pavements for the Wells Rd.
- c) It was **decided** not to change the policing priorities in Malvern Wells for Jan-Mar 2022.

11. Carols report

The carols report was **noted**. See Annex B

12. AONB Consultation

Cllr Bennett to lead on writing up the response and cllrs to provide feedback by email. It was **resolved** to delegate the submission of the response to the clerk.

13. The County Councillor report was **noted**, see Annex C.

14. Other matters to report or for future consideration

It was **noted** that a request for a defibrillator from Little Malvern should be sent to Little Malvern and Welland parish council.

15. It was **noted** that the date of the next meeting is 23rd February 2022.

There being no further business the meeting closed at 10:24pm.

Meeting Annexes:

Annex A

Dear Chris and Malvern Wells Parish Councillors,

As requested I am writing to you to summarise the position of the Upper Welland Action Group which, as you are aware, is a community body subscribed to by a large number of local residents concerned about the negative impact of this proposal both on the village of Upper Welland and the wider Malvern Wells environs.

Just to be clear, Tuesday's zoom meeting is a presentation; it must not be seen by the developer or planners as a public consultation exercise because the full planning application has already been submitted, it's a fait accompli.

MHDC have received (and posted) a large number of comments on this proposal, something in excess of 70 objections to date from local residents. What the objections do not convey is the strength of feeling here about this application, the inherent errors and the misleading information. The letters are all individually written with well considered objections. They show a high degree of consistency in their concerns about this proposed development and as such it would seem reasonable that MWPC should attach significant weight to these letters when deciding whether to recommend the approval or refusal of this proposal.

Putting to one side any non-planning issues, and the extraordinary number of errors and misleading information in the application (eg UWAG has been advised that Upper Welland is classed as a Category 4 village not a Cat 3 village as stated) the objection points made by residents are paraphrased and listed below for your attention:

1. The need to protect the AONB from inappropriate development because of its inherent landscape value, and because of its contribution to the local economy from tourism, which will be affected by the incremental degradation caused by building housing estates in the AONB, especially so close to the Malvern Hills
2. The proposed site is visually prominent and in the strategic 'green gap' which:
 - prevents Upper Welland and the Wells urbanisation on the A449 joining together to form a single conurbation with subsequent loss of identity and loss of 'sense of place' of these two distinctly different settlements. In MWPC's own (pending) NDP residents highly valued this strategic 'green space'
 - forms a green corridor linking the Malvern Hills to their surroundings and open countryside
3. There are effectively no local facilities, no local employment, no viable bus service, consequently the new residents will be car-dependent. As such the developer will be placing additional financial demands on the very people it claims to support, ie low income individuals and families, and creating a new semi-isolated development which is not sustainable. The evidence of demand is unclear and the arguments unfathomable. As such the benefits of the application do not outweigh the harm done and there are no exceptional reasons given as to why this field is a uniquely appropriate site for this development.
4. Impact on visual amenity is also identified as a concern, with residents noting that the development will be a high density urban 'housing estate' that does not respect the surrounding low build density, architecture and historic local character which is predominantly rural, nor does it conserve or enhance the Conservation Area

5. Ecology: there is concern not only about the loss of 'contribution' made by the site itself, but also the implications for biodiversity in terms of the likelihood that the site and high quality habitat close to the site (and more widely) will be degraded. Furthermore residents have commented that the ecology survey is sub-optimal ie effectively lacking in detail and conducted at an unrepresentative time of year.
6. Residents have concerns about the transportation implications of the development. The volume and speed of traffic using Upper Welland Road as a 'rat run' has increased in recent years (perhaps correlating with the substantial growth of Welland) and this, combined with traffic from the proposed estate, has raised concern over the capacity, ie safety, of the Upper Welland Road / A449 junction and there is concern about extended on-road car parking along Upper Welland Rd (effectively in open countryside).

END

Annex B

REPORT to Council Meeting, January 2022 "Sing A Song of Christmas" 10th December 2021 *-Copying Helen's 'Thank You' email to members of the Organising Team after the event*

Date: Saturday December 11th 2021

Dear Carols Organising Team

Thank you so very much for making 'Sing a Song of Christmas ' a wonderful event yet again.

Everyone thought the event last night went very well, especially after that last minute anxiety-provoking change in the Covid regulations. Just the right number of people came, including school children, their families and local residents and so the hall wasn't crowded. Luckily it wasn't too cold, even with doors and windows open for the extra ventilation we needed against Covid.

The hall looked splendid in the new style Christmas decorations- thank you so much to Lois and team.

The delicious refreshments - mince pies, biscuits, juices and mulled beverages were really enjoyed by everyone and not much was left over. Thank you so very much Ian, Jim & Brendan for your work on the refreshments and thank you to those who made and donated mince pies. Colin was taking photos throughout the evening to record this most unusual of our carol evenings (all wrapped up in winter coats) so we look forward to seeing the pictures next week – thank you Colin.

We all loved the school children (*from Malvern Wells Primary School*) and their heart-warming performances. Their sing-along carol singing was impressive. It was wonderful to hear such bright young voice singing carols so strongly and beautifully. Their choir sang just one piece and the audience wanted more – I've asked if they can give us two songs next year. I was particularly moved by the individual performances. The clear, pure voice of the girl who sang Away in A Manger, the accomplished performance from the young pianist playing Jingle Bell Rock and those two amazing girls for writing and performing their emotional poem about the meaning of Christmas. All of them brought broad smiles to the faces of the audience. They are such bright young stars of hope for the future in these gloomy times of Covid.

Thank you to our two readers Jim and Ian – Jim I'm so glad you enjoyed reading that lovely long story of King John's Christmas. I hear from the men lurking in the back row near the kitchen that the Wells Singers numbers sounded very good too. Thank you to the Wells Singers all for your efforts over the past months to get the voices going again and for another successful performance.

Fantastic to have Joy Reeve come all the way from Droitwich to play for us once again, it's wonderful to have such support from the keyboard. We couldn't do anything without our musical director Sue Black and for Ann Peach who stands in so willingly when Sue isn't available. We couldn't do it without you musicians - you are amazing! Thank you so very much.

Charity Collection for 'Christians Against Poverty'

The collection from the red buckets was an amazing £247.30

Everyone was so wonderfully generous.

Clerk will post a copies of a pdf notice on our notice boards and social media.

Putting on 'Sing a Song of Christmas' each year is a big team effort –there are some 20 people involved in putting on all the aspects for the evening. It is ten years since we (*from the Events Working Group*) took over the event in 2011. Thank you so much everyone, you're a fantastic team.

Wishing you all a happy and healthy Christmas and a good New Year.

Helen

Helen Burrage

Sing a Song of Christmas Carols Organiser

Annex C

January 2022 County Councillor's Report

Local Bus Services

I have been continuing to pursue a new bus service for Malvern Wells. The County Council are due to hear back from the government in early February on whether they have been successful in receiving the £86 million in bus funds they have applied for.

The administration's preference is to spend this money on 'on demand' bus services. Under their suggestion, bus users would either use an app or ring the company to summon the bus to a particular bus stop and the bus route would be changed in real time to pick people up along the way.

They are trialling this new type of bus service in Bromsgrove at the moment. At a recent committee I questioned whether the bus was reaching all age groups, picking up from rural areas on the outskirts of the town and how many people had summoned the bus and not been offered a place.

I think the answers to these questions will reveal whether an on-demand bus is the right approach for Malvern Wells and Upper Welland. I will be keeping a very close eye on this in February and will report back again.

Wyche Cutting – New Flats

I was disappointed to see that the flats on Wyche Road were passed through the District Council's planning committee recently. It has been obvious from the meeting recording and from talking to people in recent weeks that residents are disappointed by this decision as well.

Though I am not a district councillor, I hope to be able to help in the future if any issues with parking or other county council issues as a result of the new flats.

Local Environment

A motion put forward by some of my colleagues to declare a biodiversity emergency and create a biodiversity strategy was voted through by all parties on the council. This is the next stage in the important work that we have been encouraging to take place to protect the environment since the new council started in May.

With Malvern Wells' location on the hills, this seems particularly relevant for this parish. There are lots of areas with wildlife-rich spaces that need protecting and areas, such as St Wulstan's Nature Reserve where residents living nearby have reported a decline in local wildlife over the years.

Signed.....

Date.....

