

# **Malvern Wells Parish Council**

## **Minutes of full Council Meeting held on Wednesday 30<sup>th</sup> November 2022 at 7:30pm at Malvern Wells Village Hall**

### **Present**

Cllrs. C O'Donnell (Chair), B Knibb, A Pitt, D Preece, P Stanier

### **In Attendance**

Mrs S Hart (Clerk), District Councillor John Gallagher, P Middleborough – Assistant Crime Commissioner, Inspector G Perkins, Sergeant D Fenn

**Public participation** – Councillor John Gallagher gave a report. See Annex A

#### **1. Apologies**

- a) There were apologies received for Cllrs C Gates, G Turrell and J Black

#### **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. AONB training session with K Humphries** - this item was postponed until January.

**4. Policing** – P Middleborough gave an overview of the Safer West Mercia Plan, see summary at Annex A.

#### **5. Minutes**

- a) The minutes of the previous council meeting held on 28<sup>th</sup> September 2022 were **agreed** as an accurate record and signed by the chair.

#### **6. Vacancies**

- a) It was **noted** that the council has five vacancies. 3 in St Peters and 2 in All Saints.
- b) Marilyn Birks was **co-opted** to the council.
- c) Robert Price was **co-opted** to the council.

The following items were deferred to the January meeting:

- To **appoint** a representative to replace Cllr Wagstaff on the Hanley Castle Alms Committee.
- To **appoint** a representative to replace Cllr Wagstaff on the Finance and General Purposes Committee.
- To **appoint** a representative to the existing fifth vacancy on the Finance and General Purposes Committee.
- To **appoint** a representative to replace Cllr Booker on the Events Working Group.
- To **appoint** a representative to replace Cllr Booker on the Staffing Committee.

## 7. Financial matters

- a) It was **noted** that 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) It was **noted** that the national salary award for council staff 2022-23 has been finalised with the increase of £1 per hour for all salary bands being backdated to April 2022. The standing order has been amended to reflect this change, and an additional payment will be made for the backdated amount.
- c) The payment of accounts was **approved**, see Annex B.
- d) It was **agreed** that D Preece would replace K Wagstaff as an additional bank signatory.
- e) The painting of the two electric 'gas lamps' in Watery Lane at a cost of £120 (labour costs only) was **approved**.
- f) It was **agreed** that councillors would send ideas to the clerk for potential Prosperity Fund projects.
- g) Payment of the non-refundable deposit of £750 (£900 inc VAT) required to continue with purchase of the land at the Fruitlands was **approved**.
- h) Delegation to the clerk for finalising the Information Boards project was **deferred** due to a query over whether planning application is needed.
- i) It was **noted** that the following items were carried forward from the inquorate Finance and General Purposes and Council meetings.
- j) A grant of £1,000 for the 1<sup>st</sup> Malvern Wells Scouts was **approved**.
- k) The annual donation to the AONB of £1,000 was **approved**.
- l) The annual donation to South Worcestershire CAB was **approved**.
- m) The quarterly budget report was **noted**.
- n) The draft budget for 2023/24 was **noted**.
- o) The council's risk schedule was **agreed**.
- p) It was agreed to **defer** a decision on the ongoing remit and management of the events working group to the next meeting.

## 8. Defibrillators

- a) It was **agreed** that the council would be responsible for the purchase of replacement parts for the defibrillator in Upper Welland (the council do not own this one).
- b) It was **agreed** that the council would promote the local defibrillator training sessions on the council website.
- c) It was **agreed** that the location of the defibrillators in Malvern Wells would be documented in the council noticeboards, website and in the newsletter.
- d) It was **agreed** that the parish council would adopt up to 6 defibrillators in the parish including the 3 owned by the council.

## 9. Gas Lamps

- a) The annual maintenance report was **noted**.

## 10. Carol evening

- a) The arrangements for the carol evening were **noted**. Cllr Pitt volunteered to attend in place of the chair.

## 11. Events Working Group

- a) The remit and ongoing management of the working group was **deferred** again to the next meeting.

## 12. Cemetery

- a) It was **agreed** that the Cemetery Working Group will be a Standing (decision making) Committee. Draft terms of reference to be brought to council for approval.
- b) Appointing another member to the Cemetery Committee was **deferred** to the next meeting.

## 13. Governance

- a) The Model publication Scheme and Information Table was **adopted**.

## 14. Planning

- a) It was **resolved** to make the following comments:
  - i. **M/22/01452/HP**  
**Location:**  
2 Peachfield Road, Malvern, WR14 4AR  
**Description of Proposal:**  
New 2 Vehicle Car Parking and bin storage platform.  
Replacement Glazing to house rear elevation  
**Comments:**  
Malvern Wells Parish Council objects on the grounds of highway safety and agree with Highways that this should be deferred. The council is in support of the glazing aspect of the application, with the caveat that it should be complementary to the existing property.
- b) It was agreed that no response be made to the South Worcestershire Plan and Travellers consultation.

## 15. Correspondence

- a) The council agreed to **endorse** the work of the Wells News editor to support her new editing business.
- b) It was **agreed** to ask Kempsey Parish Council to undertake it's enquiries regarding the issue of the 5 yr housing supply document disappearing from public.
- c) It was **agreed** not to respond to the West Mercia Cyber Crime partnership questionnaire.
- d) The council were unable to reach agreement on a response to the Safer Neighbourhood Team regarding lobbying the Local Authority to implement parking controls on the Old Wyche Road.

## 16. District and County Councillor reports – see Annex A

17. There were no other matters to report or for future consideration.

## 18. Meeting date

- a) The date of the next scheduled meeting was **noted** as 25th January 2023.

**There being no further business the meeting closed at 10:23pm.**

## Annex A

P Middleborough presentation summary points:

- Putting victims and survivors first
- Prevention is vital
- Make it a more secure place to live
- West Mercia is relatively low crime
- Road safety is an element
- Internal changes re resourcing and being ready for the digital age
- Want to hear what communities really want
- More visibility of police locally – another 125 officers this year
- Neighbourhood matters – key
- They will be holding police events in Malvern library

**Annex B**

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**Annex C**

**Report from District Councillor John Gallagher**

- Free parking 3-11pm in council car parks during December.
- Grange Road is closed for the Malvern Theatre Development but the car parks are still open.
- There are 7 rough sleepers in the the Malvern area – council officers are providing support.
- Job opportunities for Ukranians – let John know if anyone is aware of any odd jobs.
- UK Shared Prosperity Fund – the Communities Panel is putting policies in place to decide how the money is spent.

Date.....

Signed.....

