

# Malvern Wells Parish Council

**Minutes of Council Meeting** held on **Wednesday 27<sup>th</sup> November 2024** at Malvern Wells Village Hall.

## **Present:**

- a) Cllrs. P. Stanier [PS], C. Gates [CG], R. Price [RP], J. Black [JB], J. Baker [JEB].
- b) **Absent:** C O'Donnell [CO]
- c) **In attendance** – Ella Wayman (Acting Clerk for the meeting), District Cllr. M Victory

## **Public Participation:**

There were no members of the public present to participate.

### **1. Apologies for absence**

Cllr C O'Donnell had apologised due to illness.

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

None

### **3. Minutes of previous council meeting**

The Minutes of the meeting on 30<sup>th</sup> October were **agreed** as a true record and signed by the Chairman.

### **4. District and County Councillor reports**

County Cllr M Victory reported that road works would be taking place on the approach to British Camp to install a new gas main and repair the damaged wall. The road may need to be closed during the works which may last up to three months. A complaint had been received regarding the gas lamps in the Parish which would be discussed under item 9c.

### **5. Finance**

#### **a) Review and approve October and November payments (circulated).**

The payments were **approved** and one invoice would be cancelled as the licence relating to newsletters was no longer needed. Cllrs C Gates and J Baker signed the payments list and invoices.

#### **b) Review and approve Current Account bank reconciliation to 18.11.2024 (circulated).**

The bank reconciliation was **approved** and signed by Cllr J Baker.

#### **c) Review and approve Nat West bank reconciliation (circulated).**

d) The bank reconciliation was **approved** and signed by Cllr J Baker.

#### **e) Review and approve budget comparison to 18.11.2024 (circulated).**

f) The budget comparison was **approved**.

#### **g) To review amended draft 2025/26 budget.**

The draft budget was deferred to the Finance & General Committee meeting set for 4<sup>th</sup> December 2024.

### **6. Planning**

a) There were no new applications at the time that the agenda was publicised.

b) The Council **noted** the following Planning decisions:

**M/24/01359/CAN** Land At (Os 7745 4497), Wyche Road: No Objection

**M/24/01483/CAN** Vaughan Lodge, 192-198 Wells Road: No Objection

**M/24/01484/CAN** Nut Hanger, Holywell Road: No Objection

**M/24/01503/CAN** 33 Benbow Close: No Objection

**M/24/01243/HP** Church Farm, Church Road: Approval

**M/24/01244/LB** Church Farm, Church Road: Approval

**M/24/00964/HP:** Approval

**M/24/01369/CAN** Rose Lawn, 227 Wells Road: No Objection

**7. Cemetery**

**To note update from Chair Cemetery Committee, consider and approve any actions necessary.**

The Chair updated the Council on the success of the cemetery mapping and the training which had just been received by the Committee and Finance Officer in absence of the Clerk. It was felt that the mapping would be a very useful tool and all were impressed with the detail. A public portal would be available and a link put on the website soon after the meeting.

**8. Community Events (CEWG)**

**a) To note update from CEWG, consider any recommendations, if agreed approve.**

The only report was related to the Remembrance Event.

**b) To note report on Remembrance event.**

Payments had been made following the remembrance event to cover individuals expenses and ideas for the next year's event were discussed. The Finance Officer had paid the lengthsmen's whole invoice from the Parish Council so would invoice the CEWG for the part covering the remembrance event.

**9. Working Groups****a) Defibrillators**

• **To note, verbal update from Chair.**

The Chair reported that the red telephone boxes that housed defibrillators were being repainted.

• **Consider, if agreed approve any actions required following.**

There were no actions required.

**b) Traffic Calming**

• **To note update on Traffic Calming project.**

Residents had complained that they were unhappy with the location of the gates.

**Consider, if agreed approve any actions required following.**

The Highways dept at WCC had been informed of residents' complaints.

**c) Gas Lamps**

• **To note update from Gas Lamps WG, if agreed approve any recommendations.**

A quote had been received for replacement of the burner units to allow them to be switched on and off as all of the gas lamps were burning 24/7. The expense of the maintenance was agreed as too high for the Council to afford in the budget for 2025/26. There was discussion regarding funding options going forwards and general management problems of the lamps. Whilst the gas tariff was a fixed rate, the option of turning them off altogether was discussed as a possibility due to the environmental impact of them burning 24/7.

**d) PROW**

• **To note a report from Public Rights of Way Group**

A report had been circulated and was noted. The replacement of stiles with gates was ongoing.

**10. Communications**

**To note update from Communications Working Group.**

There was no report at the time of the meeting.

**11. Correspondence (as notified at meeting / circulated)**

The Polling Station Review was **NOTED**.

**12. Next meeting**

The next Council meeting was **NOTED** as **Wednesday 29<sup>th</sup> January 2025** at Malvern Wells Village Hall 7.30pm.

**13. Confidential Items**

**Under the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are required to leave the meeting due to the confidential nature of the following items. It is recommended that the Council resolve to exclude the public and press.**

**To receive a recommendation from the Staffing Committee and resolve on any actions:**

Current staffing issues and needs were considered and it was **RESOLVED** that the Staffing Committee have delegated authority to work to a satisfactory solution. The Staffing Committee recommended that the staffing budget was increased if possible and that the Finance Officer be asked to work extra hours to assist with any periods of absence of the Clerk. It was **RESOLVED** to accept the recommendation for any necessary extra spending related to staffing and for it to be from reserves.

The Council **AGREED** for the Finance Officer/Acting Clerk for the meeting to be given two weeks' time off in lieu of overtime worked in November. This would be taken over Christmas 2024.

The Council requested that the Finance Officer continue to work overtime where possible to assist in times of absence of the Clerk and the Finance Officer agreed to assist as much as possible.

The meeting closed at 9:17 pm.

..... **Chair of Council** **Date:** 29<sup>th</sup> January 2025

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