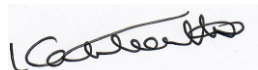


Malvern Wells Parish Council

Councillors are **summoned** to attend the **Meeting of the Parish Council** on **Wednesday 31st July 2024 at 7:30pm** at **Malvern Wells Village Hall**.



Clerk, Dr Kate Howe

25th July 2024

Email: clerk@malvernwells-pc.gov.uk Tel: 07988 427 507 Website: www.malvernwells-pc.gov.uk

Public participation

Residents are invited to give their views and ask questions on the agenda, or to raise issues for future consideration. Time allowed at discretion of the Chair.

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 minutes** of previous Council meeting 26th June 2024 (circulated).
4. To **note matters arising** from above.
5. **District and County Councillor reports** – if present to **note**.
6. **Co-option of Members**
 - a) Council to **note** six vacancies and any update on recruitment of new members.
7. **Finance**
 - a) To **note** Clerk / WCALC advice on Section One AGAR return.
 - b) To **note amended** period for the public inspection of the accounts and arrangements, to include an exact 30 working day period during which public rights may be exercised inclusive of the start and finish dates.
 - c) To note, consider and **approve** July payments schedule (circulated).
 - d) To note, consider and **approve** bank reconciliation to 2.7.24 (circulated).
 - e) **To note**, consider and **approve** budget comparison to 2.7.24 (circulated).
 - f) To **consider** new Financial Regulations as recommended by Finance & Governance committee (circulated). If agreed **adopt** new policy.
 - g) To **consider** draft Internal Controls policy as recommended by Finance & Governance committee (circulated). If agreed **adopt** new policy.
 - h) To **consider** draft Reserves Policy, as recommended by Finance & Governance committee (circulated). If agreed **adopt** new policy.
 - i) To **consider** ongoing use of reserves (circulated), as recommended by Finance & Governance committee. If agreed **approve**.
 - j) To **consider** appropriate action on investment of reserves funds, as recommended by Finance & Governance committee. If agreed **approve**.
8. **Planning**

Malvern Wells Parish Council

- a) To note, consider and **agree** comments on previously circulated and any new applications received between agenda circulation and meeting:
- **M/24/00809/HP** – Wyndham, Eaton Rd, WR14 4PE – extension and alterations to existing dwelling.
 - **M/24/00827/HP** – 5 The Crescent, WR14 4JG – single storey extension to rear.
 - **M/24/00964/HP** – Orchid House, 19 St. Wulstans Drive, WR14 4JA – Single storey extension.
- b) To **note** Planning decisions:
- **M/24/00430/HP** – Braeside Dower, 2 Wyche Rd, WR14 4EF – APPROVED
 - **M/24/00185/FUL** – Mulberry House, 229 Wells Rd, WR14 4HF – APPROVED.

10. Cemetery

- a) To **note** any update from Cemetery Committee, consider and **approve** any actions necessary.

11. Community Events

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

12. Open Spaces

- a) To **note** any issues notified in Playground Inspection reports, **approve** any actions required.

13. Working Groups

a) Defibrillators

- To note, verbal update from Chair. Consider two quotations for painting the telephone box on Hanley Road and **accept** one of them. If agreed to **resolve** Clerk to notify contractor selected.

b) Traffic Calming

- To note update on Traffic Calming project,
(1) Worcs. CC confirmed cost for Upper Welland as £1595.80 ex VAT (£1914.96 incl VAT) including utility searches, materials, labour and traffic management for the 2 boundary signs, excluding cost of white gates.

c) Gas Lamps

- To consider any update from Gas Lamps WG, and costs of gas supply (notified) if agreed **approve** any recommendations.

14. Communications

- a) To **note** update from Communications Working Group on transfer from Namesco to Microsoft.
- b) To note any other relevant updates, consider and **approve** recommendations agreed.

15. Correspondence (as notified at meeting / circulated)

- a) To **note** correspondence with Malvern Hills Trust new CEO.

16. Next meeting

- a) To **note** next Council meeting is **Wednesday 25th September** at Malvern Wells Village Hall 7.30pm.

17. Exclusion of the Public and Press

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 item.

- a) It is recommended that the Council **resolve** to exclude the public and press.

CONFIDENTIAL SESSION

18. Finance and Governance

- a) To **note verbal** report from Chair of Finance & Governance Committee
- Actions taken on external auditor report.
- b) To consider and if agreed, **approve** recommendation on Ann Dobbins contract.

19. Staffing

- a) To **note** verbal report from Chair Staffing Committee
- Consider and if agreed, **approve** temporary contract for Finance Officer.
 - Consider Chair advice on Clerk time in lieu, if agreed, **approve**.