

**MINUTES OF THE PARISH COUNCIL ANNUAL MEETING HELD IN THE
VILLAGE HALL ON MONDAY 11th MAY 2009**

(These must be regarded as draft minutes until approved by the Council at the following meeting)

Present

Councillor Dr P E	Mayner	Chairman
Councillor Mr M G	Huskinson	Vice Chairman
Councillor Dr E H	Jones	
Councillor Mrs J E	Hadley-Roberts	
Councillor Mrs E B J	Hill	
Councillor Mr A W	Medcalf	
Councillor Mr M S	Simpson	
Councillor Mr T	Wells	MHDC/WCC
Mr R	Chamings	Malvern Hills Conservators
Mr M	Partridge	Public Path Warden
Mrs J	Lomas	Parish Tree Warden
PC S	PC Sarah Ransome-Williams	Local Police Officer
CSO C	Davis	Community Support Officer
Mr J M	Skinner	Clerk
	The Reverend Sue Irwin	Rector

1. Public Question and Answer

1.1. There were no questions from the public.

2. Apologies

2.1. The Council accepted Mr Partridge's apology for his absence.

3. Code Of Conduct And Declarations Of Interest

3.1. Parish Councillors were reminded that, as required by the Parish Council Code of Conduct Order 2001, they should notify the MHDC Monitoring Officer of any changes to their Register of Interests or the receipt of any unrecorded gifts or hospitality. They should also declare any personal or prejudicial interests in any of the items of this meeting.

3.2. There were no declarations of personal or prejudicial interest.

4. The Race Relations And Crime And Disorder Acts

4.1. All of the business carried out and decisions made at this meeting have observed the requirements of the above acts.

5. Acceptance Of Previous Minutes

5.1. The minutes of the previous meeting, having been circulated, were taken as read, and with the following amendments, approved by the Council as a true record and signed by the Chairman.
Para 8.2. Delete *SWJCS* and replace with *AONB Organisation*.
Para 8.3. Should read: *Contracts had been let to Mr Mathew Rouse to graze twenty cattle on the North Hill and to Mr Trevor Bayliss to graze a similar number of cattle and 300 sheep on the Central Hills.*

6. Election of Officers

- 6.1. Election of Chairman. Cllr M Huskinson proposed Cllr Dr Peter Mayner for the post of Chairman, Cllr Dr Eric Jones seconded the motion; there being no other proposals Cllr Dr Peter Mayner was elected unanimously.
- 6.2. Election of Vice-Chairman. Cllr Dr Peter Mayner proposed Cllr Michael Huskinson for the post of Vice Chairman, Cllr Michael Simpson seconded the motion, there being no other proposals Cllr Michael Huskinson was elected unanimously.
- 6.3. Election of Planning Committee. The Chairman and Vice Chairman being ex officio members of the committee only one further candidate was required; Cllr Dr Peter Mayner proposed Cllr Dr Eric Jones for the remaining position, Cllr Michael Simpson seconded the motion and there being no other proposals Cllr Dr Eric Jones was elected unanimously.
- 6.4. Election of Financial Monitor. Cllr Dr Peter Mayner proposed Cllr Dr Eric Jones for the post of Financial Monitor, Cllr Andrew Medcalf seconded the motion, which was carried unanimously.
- 6.5. Signature of acceptance of office forms. The Chairman and Vice Chairman signed the acceptance of office forms, which were then countersigned by the Clerk.

7. Report by PCPC Sarah Ransome-Williams, Local Police Officer

- 7.1. The Chairman welcomed PC Sarah Ransome-Williams and CSO Colin Davis and thanked them for being able to attend the meeting. PC Ransome-Williams said that during the last twelve months the crime rate within the parish was low, down by 30.8%, there had been two burglaries, one vehicle crime and three violent crimes.
- 7.2. In reply from a request from the Chairman, PC Ransome-Williams said that they would monitor the speed through the village and, if it were high, take further action. She concluded by saying that The West Mercia Constabulary had recently changed its name to The West Mercia Police.

8. Report by Cllr T Wells, District & County Councillor

- 8.1. The Chairman thanked Cllr Tom Wells for attending the meeting. Cllr Wells said that he had been trying, so far unsuccessfully, to have Clevelode Lane repaired; also there had been little progress in removing the remaining tyre mountain at the Homestead, Clevelode Lane, however, a further meeting with MHDC was due to be arranged.
- 8.2. He then outlined the SWJCS group's proposal to build a large number of houses in the Mayfield Road site which would damage Malvern's AONB; he then discussed in some detail how these proposals could and should be resisted.

9. Report by Mr M Partridge, Public Path Warden

- 9.1. Mr Partridge reported by e-mail that he had walked paths GU 500, 502, 503, 507, 508, 512, 513, 515 on 28 April, and had reported a number of minor deficiencies to Worcester. He hoped to do some more paths shortly, in particular the 504 and 505 paths along the Severn.

10. Report by Mrs J Lomas, Tree Warden

- 10.1. There was no report.

11. Report by Mr R Chamings, Malvern Hills Conservators

- 11.1. Mr Chamings reviewed the Conservators current activities and in connection with Mr David Masters's donated trees, said that the Conservators had no objection to Mr Masters replacing any dead ones. See paragraph 14.1.

12. Report by Mr D Hill, Chairman Village Hall Committee

- 12.1. The annual report is attached at Annex 1

13. Report by Cllr Dr E Jones, Chairman Guarlford History Group

- 13.1. Cllr Dr Eric Jones said that a short report would appear in the next issue of the Grapevine; as more material was being received and as there were a number of photographs not used so far, the Group had decided to produce a third but slimmer book that concentrated on the memories and anecdotes of the older members of the parish.
- 13.2. The textual, audio and photographic village archive was proceeding as planned and there would be a village event in the late summer to cover the Group's activities and plans.

14. Parish Environment

- 14.1. Planting of David Masters's tree at Rhydd Green. The tree kindly donated by Mr David Masters had been planted by the Conservators on Rhydd Green, however, Mr Masters thought that position was not ideal and had requested that the Conservators replant the tree on the other side of the common, this had now been done. Mr Masters had also reported to the Clerk that one of the trees on the village triangle that he had donated, the one adjacent to Clevelode Lane appeared to be dead or dying and he suggested that the Conservators might be able to replace it. Mr Chamings said that the Conservators would not replace the tree, a Rowan, as the site was not ideal for such a species, however, the Conservators had no objection to Mr Masters replacing the tree if he so wished.
- 14.2. Reprieve of the Telephone Kiosk. The Clerk reported that as the MHDC had objected to the removal of the telephone kiosk, BT were required to leave it place and consequently, there was now no need for the Parish Council to purchase it.
- 14.3. Repair of Bamford Close road signs. The Clerk reported that he reported to the MHDC that the signs were in urgent need of repair and that a very effective repair had been promptly carried out.
- 14.4. Offer of a willow tree for the parish from Sam Beard. The Clerk said that Mr Beard had been thanked for his kind offer but had been told that it was unlikely that the Parish Council would be able to find a suitable site for his tree. Mr Beard had now found an alternative recipient.

15. Planning

- 15.1. Possible sale of the glebe field for housing. Cllr M Huskinson said that the Diocese were investigating the possible sale of its land for affordable housing throughout the county. However, planning approval could not be sought until a Housing Needs Survey had been completed. It was agreed that the Hanley Swan Parish Council be consulted as it had recently experienced such a survey. **ACTION Chairman/Vice Chairman**
- 15.2. Tyres at The Homestead. A meeting with the MHDC Planning Department was planned in the near future to determine what progress was being made.
- 15.3. 09/00572/FUL – Addition of a kitchen to a garage converted to disabled living accommodation for Dr Faraday, Drakes Place, Rhydd. This was a retrospective application as the work had been carried out. The application was likely to be granted provided there was a unilateral undertaking that the building would revert to ancillary accommodation on the death of the present occupant.

16. Administration

- 16.1. Power of Well Being. The Clerk reported that details of these new powers had been circulated on 12 March 09. However, Councils would only be able to take advantage of these powers if councillors had attended the appropriate course and the clerk had the necessary local government qualifications.
- 16.2. Great Malvern Relief in Need Charity. As the parish was a beneficiary of the charity the Clerk said that funds were available if the council were able to identify a need within the parish.
- 16.3. Forthcoming Equality Bill. The Clerk said that details of the bill were circulated on 20th April.

17. Liaison With Other Bodies

- 17.1. Report on the Local Councils Conference. The Vice Chairman reviewed the topics covered at the Local Councils Conference.

18. Finance

- 18.1. Cllr Dr Eric Jones, the Internal Financial Monitor, reported that he had inspected the accounts for 2008/09 and everything appeared to be in order .
- 18.2. The Council approved the 2008/09 accounts, which had been previously circulated.
- 18.3. The Chairman and Clerk signed the Annual Return, which, together with the full accounts, would firstly, be passed to Mr David Kuun, the Internal Auditor and then secondly, to Clement Keys, the External Auditor for the final audit.
- 18.4. The Council approved the payment of the insurance premium of £307.80
- 18.5. The Council approved the payment of the CALC subscription of £98.04 +£12.89 VAT.
- 18.6. The Council approved the payment of the Clerk’s salary and expenses of £428.38 and £4.10.
- 18.7. The Balances of the accounts after the above payments and transfers are:

Current Account	Deposit Account	Charity Account
£1991.94	£2685.31	£108.62

19. AOB (For Consideration At Next Meeting)

- 19.1. Nil

20. Date Of Next Meeting

- 20.1. The next meeting will be held in the Village Hall at 7.30 PM on Monday the 13th of July 2009.

J M Skinner
Clerk

Dr P Mayner
Chairman

ANNEX 1

GUARLFORD VILLAGE HALL COMMITTEE

Chairman's Report to Guarlford Parish Council for 2008.

2008 was another busy year for the village hall.

Income from the hire of the hall was very good with a significant increase in revenue compared with 2007. Besides the regular users such as WI, Parish Council and PCC, the Yoga Club has been particularly successful. A local Table Tennis Club tried out the hall as a venue for its matches and this looks promising for another long term letting commitment. Discussions are currently in hand with a combined Girls Brigade and Boys Brigade for use of the hall one evening a week during school term time.

There was a lot of activity during the year on hall improvements and maintenance. New double glazed windows were fitted throughout, together with replacement of two external doors. The brickwork of the west wall was re-pointed and this completed the task of re-pointing all of the hall's brickwork. An inspection was made of the hall's electrical system and this resulted in replacement of some emergency light units. The cost of these activities caused a considerable drain on village hall reserves, even though there was a grant of £10478 from the Severn Waste Environmental Fund towards the window replacements. The main aim for 2009 is to build up village hall funds to enable £2000 to be set aside in a contingency reserve for unforeseen repairs.

The Christmas Fair produced £422 for hall funds.
The continued financial support from Guarlford Parish Council is much appreciated.

Long term aims include replacement of the main entrance doors, improvements to the floor of the function room and installation of a special toilet for the disabled.

There has been no activity on the rebuild of the former Men's Club.

The chairman thanks all committee members for their support. Mrs Dot Hewin is especially thanked for all her hard work keeping the hall premises so clean and presentable. Several users of the hall have expressed their appreciation of how well the hall is kept.

In conclusion, the future for the hall is encouraging. 2009 sees the 60th anniversary of the hall becoming a registered charity and I am sure our predecessors, who put so much effort leading up to that important achievement in 1949, would be satisfied that, sixty years on, the hall is very much a going concern.

Don Hill
Chairman