

# **Little Malvern & Welland Parish Council**

Minutes of the Parish Council Meeting held on Monday 15<sup>th</sup> June 2026

<https://www.littlemalvernandwelland-pc.gov.uk>

@wellandparishnoticeboard

## **Present**

Cllrs. Mr P Riordan (Chair), Dr A Davis, Mr P Hancock, Mr P Henderson-Brown, Mrs D Macklin, Mrs V Nelson, Ms R Sampson, Mr M Whaley and Mrs S Whitehead.

## **In Attendance**

District Cllr. Mrs C Wilde, Footpath Warden Mr M Davies, Environment and Planning Advisor Mrs S Haywood, Community Development Coordinator Mrs B Stephens, Mr D Sharp (Clerk) and 5 members of the public.

## **74/26 Public Participation**

**The Council invites local residents attending the meeting to make comments and suggestions, and question the Parish Council on issues on the agenda, or raise issues for future consideration:**

Following the planning refusal for a telecoms mast a member of the PCC confirmed that they were agreeable to the church spire being used to house a telecommunications aerial. A meeting had taken place with WCC and two possible schemes were outlined. WCC were to investigate whether funding was available.

Following frequent sheep incursions into the village from Castlemorton Common it was suggested that a contact number for the graziers should be available on the village website. The idea was to be raised with Malvern Hills Trust

## **75/26 Apologies**

**To consider acceptance of apologies for absence from Councillors:** Cllr. Mrs M Sumner (accepted). Also County Cllrs. M Victory and T Wells.

## **76/26 Interests**

**i. Councillors Declarations of Disclosable Pecuniary Interests, Other Disclosable Interests and Non Registrable Interests regarding items on the agenda:** Cllr. Whitehead declared a DPI on item 9i, Projects since it would involve decisions over the creation of a permissive path through Marlbank Farm which she owned.

**ii. Notification of changes to the register of interests:** There were none.

**iii. To consider written requests from councillors for the council to grant a dispensation for those with Disclosable Interests to take part in discussions or voting:** Cllr. Whitehead was awarded a dispensation to discuss but not vote on items concerning a permissive path through Marlbank Farm. The dispensation to last until the next ordinary election.

## **77/26 Planning**

**i. To consider response to the following and any late submitted applications:**

<b>Application No</b>	<b>At</b>	<b>Details</b>
M/26/00780/FUL	Southend Barn Byefields Lane	Demolition of stable. Use of land as a caravan site for the stationing of one cabin for ancillary use to existing holiday cottage.

The following response was agreed:

Little Malvern and Welland Parish Council has no objection to the application M/26/00780/FUL however we have a number of concerns for which we would be grateful if any planning consent granted could provide reassurances in the form of conditions. Specifically, we would seek reassurance in such conditions that:

- The Malvern Hills National Landscape Management Plan and guidance documents (including those regarding use of colour and materials, and lighting) and also Welland Neighbourhood Plan policies and Design Guide and Code (including those regarding lighting, colour and materials, boundary treatments and drainage) are specified in planning consent conditions
- The Package Treatment Plant for foul water has sufficient capacity for consistent occupancy of both cottage and chalet
- The new chalet would not be let separately from the cottage. The parish council is particularly aware of the narrow access lane to the site and the capacity of that lane would only comfortably accommodate users who could coordinate their vehicle movements
- The rental of the cottage (and chalet) has been, and will continue to be, solely for short term holiday lets and not longer term tenancies.

Notwithstanding this, the application is for a site within the Welland Neighbourhood Plan area and we would ask that the local authority ensures that the policies contained in the Welland Neighbourhood Plan are considered in their decision making on this application and apply conditions, if an application is approved and as appropriate, that reference these policies (including the Welland Neighbourhood Plan Design Guide and Code, e.g. for the choice of boundary treatments, materials and colours used).

## ii. Decisions notified:

M/26/00424/FUL – Agricultural Building, Byfields Lane - Approved

M/26/00478/HP – Rear Extensions, The Willows, Hook Bank – Approved

## iii. Update from Planning Working Group:

No update had yet been received concerning the applications for Cornfield Close or Lawn Farm III although a request had been sent to Cllr Gallagher for both to be called in.

No new planning application had yet been made for the Pheasant Inn site (to address the breach of the planning consent that has happened regarding the building heights and windows).

There was up to £10,000 grant funding available for the Neighbourhood Plan review and this was to be applied for.

## 78/26 Minutes

### To consider for adoption the minutes of the Annual Parish Council Meeting held on 18<sup>th</sup> May:

These were accepted as an accurate record and they were signed by the Chair.

### 79/26 Progress reports and matters arising from these minutes

No matters were discussed.

## 80/26 Community Development Coordinator

**To receive report:** The report had been circulated prior to the meeting.

A What's on in Welland (WWW) board was to be put up at the Bash, showcasing local groups and activities and also giving details on how to volunteer. The Collab. Group is looking at an online calendar. Welland Gardeners met for the first time in May and plan to do so regularly. There were 40 attendees at the Sunday Tea event on 24<sup>th</sup> May. Finally there would be a Summer Quiz on 4<sup>th</sup> July.

## 81/26 Reports by District and County Councillors and other Representatives

**District Cllr. Christine Wilde** reported that planning applications for major developments (>10 homes) could now be submitted directly to the Planning Inspectorate. This was due to the number of application refusals being overturned on appeal. The implications of this were still not fully known and it was possible that smaller applications within the NL might also be eligible.

She had had discussions with the local MP over the proposed Glynchbrook development. Finally she confirmed that the ward budget for councillors had increased to £10,000.

## 82/26 Working Party and other reports and recommendations

### i. Projects.

**a) Review of S106 projects and to consider recommendations from S106 Group:** The quotation of £1,470 for remedial work to the Spring Meadow Footpath was approved.

The revised costings for the Giffard Drive/Marlbank Farmhouse permissive path was approved.

**b) To consider use of £3,761 CIL funding from Pheasant Inn Development:** This was to be discussed further. One option proposed was to purchase more comfortable seating for the parish hall.

**ii. Environment, Biodiversity & Climate Change. Update on future projects:** Sue Haywood reported that there was £5,000 grant funding available from NL which could be spent on two further wood sculptures, additional wildflower turf, more benches and a family environment day. The submission of the grant application was approved.

**iii. Events. Summer Bash considerations:** The Clerk confirmed that two new card readers had been received. The cash float had been arranged but more volunteers were still required.

### iv. Highways and Footpaths.

**a) To consider request for the installation of road markings on Garret Bank:** Following a request from a resident it was agreed to ask WCC to repaint the 30mph roundals on the road and to enquire if 'dragon teeth' markings could be painted. Also whether a 'concealed entrance' warning sign could be installed at the approach to California Lane from Welland.

**b) To consider funding clearance work on ProW 518(B) from Juniper Farm:** Cllr Whaley was to enquire whether the adjoining landowners would undertake this.

## 83/26 Parish Council Policies

**To consider IT and Safeguarding Policies for adoption:** Both policies to be finalised for next month.

**84/26 Correspondence**

FROM	SUBJECT
CALC	Updates/Training/Area Meeting
CALC	Health and Wellbeing Newsletter (i)
NALC	Events and Bulletins
SAFE by CST	Free Webinars
Misc	Litter Pick Costs
Environment and Planning Advisor	Village Green
Resident	Road Safety Issues Garret Bank
Malvern Town Council	Junior Park Run
Misc	Mobile Phone Coverage Options
County Cllr M Victory	Environment Group
Environment Group	Letter Re Water Course Testing
S106 Group	Project Updates
Resident	Verge Advertising Sign (ii)

(i) – Clerk to order victim support leaflets.

(ii) – Clerk to ask for advertising sign outside St James Church to be removed.

**85/26 Finance**

**i. Acceptance of Internal Audit Report and Completion of ‘Annual Governance Statement’:** The internal audit report was accepted and the Annual Governance Statement was completed and signed by the Chair and Clerk. Assertion 10 had not been approved since the IT policy would not be adopted until July.

**ii. Approval of Annual Accounts:** These were approved (presigned by the RFO) and were signed by the Chair.

**iii. Completion of AGAR requirements:** The Clerk confirmed that the necessary papers would be forwarded to the external auditor and also posted on the Parish Council website.

**iv. To review effectiveness of internal financial controls:** The current controls were agreed to be sufficient for the Parish Council’s needs.

**v. To review financial risk assessment:** This had been circulated by the Clerk and it was approved.

**vi. To consider payment of invoices presented:**

The following payments were made from the **Main Account** between meetings and were ratified:

From/Due To	Date	Amount	Details
Parish Online	29/05	£378.00	Web Site Annual Fee
Zurich Insurance	31/05	£2,257.59	Annual Insurance Premium
<b>TOTAL</b>		<b>£2,635.59</b>	

The following payments were approved from the **Events (Fete) Account**:

From/Due To	Date	Amount	Details
BBC Inflatables	03/04	£155.00	Bouncy Castle Hire (Bash)
Lloyds Bank	03/06	£461.80	Card Readers
Lolly Parton	11/05	£120.00	Performance Fee (Bash Pay 22/06)
<b>TOTAL</b>		<b>£736.80</b>	

The following payments were approved from the **Main Account**:

From/Due To	Date	Amount	Details
J Moore	16/04	£176.00	Lengthman Duties (April)
Broadleaf Tree Care	04/05 08/06	£960.00	2 x Grass Cutting
Barbara Stephens	08/06	£686.95	Community CoOrdinator
Hanley Castle High School	05/06	£3,624.80	Pitch Maintenance
NALC	09/06	£42.00	NP Event Fee
Parish Online	10/06	£54.00	Annual Mapping Fee
Steve Maund	08/06	£380.00	Grass Cutting
JRB Enterprises	03/06	£295.20	Dog Bags
Solopress	10/06	£123.74	Newsletter Printing
Hanley Swan Hall	03/06	£22.50	Hall Hire (Biodiversity Event)
E Hardman	15/06	£200.00	Handyman
D Sharp	15/06	£649.40	Clerk’s Fee (40 hrs @ SCP 28. £811.60 Gross)
<b>TOTAL</b>		<b>£7,214.59</b>	

**Accounts Summary**

<b>Reserves Lloyds B/F</b>	<b>£3,071.28</b>		<b>Main Account B/F</b>	<b>£25,166.23</b>
Interest	£1.22	<b>£3,072.50</b>	WCC Lengthman	£176.00
<b>Saver Account</b>	<b>£32,750.96</b>			
Interest	£46.49	<b>£32,797.45</b>		
<b>Event Account</b>	<b>£4,630.82</b>		Service Charge	-£4.75
June Payments	-£736.80		Pre Payments	-£2,635.59
Service Charge	-£4.25	<b>£3,889.77</b>	June Payments	-£7,214.59
<b>Total C/F</b>		<b>£39,759.72</b>	<b>Main Account C/F</b>	<b>£15,487.30</b>

**86/26 Any other matters for report or for future consideration**

**To confirm consideration of climate change actions on agenda items:** This was affirmed.

Mr M Davies was appointed as Communications Advisor and was to be issued with a dedicated email:

[comms@littlemalvernandwelland-pc.gov.uk](mailto:comms@littlemalvernandwelland-pc.gov.uk).

**87/26 Date of the next meeting**

The Next Parish Council Meeting will be held on Monday 20<sup>th</sup> July 2026 in Welland Parish Hall

There being no further business the meeting closed at 9:50 pm.