

## COLWALL PARISH COUNCIL

**The minutes of the meeting of Colwall Parish Council held at The Jean Simon Room, Colwall Village Hall, Mill Lane, Colwall at 8.10 pm on Wednesday 28<sup>th</sup> August 2019.**

**Present:** Chairman – Rees, Councillors: Beard, Butler, Cottam, Daniels, Haynes, Lane, Stock, Stratton, Wiseman, 1 member of the public and the Clerk.

### **1. Welcome and Apologies:**

The Chairman welcomed those present.

Apologies were received and accepted from Councillor Evans and County Councillor Johnson.

### **2. Declarations of Interests:**

The Chairman reminded Councillors of the need to declare any Interests in items on the agenda and to update their Register of Interests.

None were declared.

### **3. Minutes:**

i) The minutes of the last meeting of the Parish Council held on the 24th July 2019 were agreed as a true and correct record and were signed by the Chairman.

### **4. Progress Reports**

i) The Communication Working Party provided an update following the recent survey

#### **“Survey**

The survey is now closed. The majority of the responses were hard-copy via drop-boxes, response rate was low (76 returns). It might be concluded that in general the parishioners are happy with Council communications and are not therefore motivated to respond to a survey. In particular, this applies to FB users who are used to information being pushed to them without much effort. The responses reflect that the majority of respondents were those who had a preference for hard-copy returns and are unlikely to be active on social media. Highlights and recommendations are as follows:

Response	Recommendation
95% of respondents understand the role of the Parish Council	Positive response, no action required.
Utilisation of communications: Clock (77%), CPC Newsletter (69%), Noticeboards 44%), Newspapers (36%), Facebook (24%) and the website (11%). This result is not unexpected, the website requires people to go and purposefully look for (pull) information when they have a motivation to do so, where as with other	Maintain current communication methods: <ul style="list-style-type: none"> <li>• Clock monthly update</li> <li>• Newsletter 3x per annum</li> <li>• Noticeboards as appropriate</li> <li>• Pertinent posts to be made on Colwall Noticeboard but at this point in time no specific Council page to be established</li> </ul>

communications information is given to them (pushed).	<ul style="list-style-type: none"> <li>• Maintain website as a repository</li> <li>• At this point in time no newspaper publications</li> </ul>
Parish Council Surgeries – 89% of respondents submitted a positive response to usefulness. It could be concluded that whilst the surgeries may not be regularly attended people value the ability to do so should the need arise. Attendance might be increased with the advertising of special guests such as the police.	<ul style="list-style-type: none"> <li>• Continue with surgeries as planned</li> <li>• Invite the local PCSO to a meeting prior to year-end and advertise</li> </ul>
Facebook – 68% of respondents said they would not find Facebook useful and many added a comment that they don't have accounts. 28% said Facebook would be very or extremely helpful. It might be concluded that the results reflect the demographic of the village with two distinct variations. Relatively few gave a 'middle' response.	<ul style="list-style-type: none"> <li>• See above, for now maintain current FB communication method but this needs to be monitored as the demographic shifts with preferences and expectations changing.</li> </ul>
In terms of helpfulness the Clock and Newsletter are top both hitting 80%+ The noticeboards are found helpful by 49% and the website 19%. This is reflected in observations made above.	
There were some general comments, on the whole they simply supported the answers people gave on the survey, for example "not on Facebook", "don't trust social media", "housebound so surgeries not useful", "didn't know about the website". There was one comment that "Upper Colwall gets forgotten" but it did not elaborate further.	<ul style="list-style-type: none"> <li>• Post link to CPC Website on FB and refer to in next newsletter.</li> </ul>

### **Surgeries**

Advertised on Facebook and via posters, limited take up at present – this is most likely because people do not have a reason and therefore motivation to attend. We are arranging for PCSO to attend one before end of year and it will be interesting to see if having a 'theme' changes the take-up rate.

Next surgery is 14<sup>th</sup> September 2019

### **Regular Communications**

Clock – monthly articles submitted, accepted and printed

Newsletter – Issued in July

Noticeboards – Maintained as usual

Website – Maintained as usual

Facebook – as requested by Councillors not using FB, items of interest this month (not Council specific) include: vandalism of memorial bench at the station, sharing of West Mercia Police page communicating the launch of OpSnap (a method of submitting footage of dangerous driving to the police), update on water abstraction regulations, letter received by residents of Chevenham gardens relating to the building of properties, burglary of shed in the Crescent and theft of bicycle, sharing of neighbourhood watch alerts. The rest is notices, discussion, advertisement and appeal”.

#### ii) Library Working Party

The Clerk confirmed that the Assignment of the Lease has now been executed by Herefordshire Council.

Councillor Cottam advised that the Millenium Room Trust will be holding a final meeting for their formal dissolution and she is dealing with the handing over of keys and administrative matters.

A meeting is also been scheduled for October to meet with the volunteers and their co-ordinator which will be attended by Councillor Cottam.

#### **4. Financial Matters.**

i) Colwall Parish Council considered the Income and Expenditure for August 2019, as per the list circulated at the meeting.

IT WAS RESOLVED that the payments should be authorised.

ii) The Clerk advised that the “Completion of the Limited Assurance Review for the year ended 31 March 2019 has been certified by the external auditors.

#### **6. Correspondence for Processing**

i) BT 90 day consultation period – IT WAS RESOLVED that Colwall Parish Council objects to the proposed removal of the BT phones in Walwyn Road -due to poor mobile coverage and usage levels, and the one located in Jubilee Drive as this payphone is located along the popular walking area of the Malvern Hills. There are many thousands of visitors and walkers to the hills and to remove these phone boxes could leave visitors without the ability to reach the emergency services should the need arise. The area has patchy mobile phone coverage and the public should be able to have the use of public phone boxes in this area.

Furthermore, one of these two telephone boxes which are current along Jubilee Drive is listed and BT have always said that they would maintain the telephone box as long as the parts for servicing it are available.

Regarding the one in Orlin Road as there has been no usage in the last 12 months there are no objections to the proposed removal thereof, Councillor Cottam will place a notice in”the Clock” advising that should someone wish to adopt the box they may do so by contacting <http://bt.com/adopt>.

ii) P3 Lengthsman Scheme – IT WAS RESOLVED that the Chairman sign and accept the contract on behalf of the Parish Council.

- iii) HALC Executive Committee nomination form 2019/20- IT WAS RESOLVED that there would be no nominations from Colwall Parish Council.
- iv) Representative for the Malvern Hills Trust Board - IT WAS RESOLVED that Councillor Rees be nominated.

**7. Correspondence for Information.**

None

**8. Reports of Committees.**

- i) IT WAS RESOLVED that the report from the Planning & Development Committee meetings held on the 24<sup>th</sup> July 2019 and the 14<sup>th</sup> August 2019 be received, approved and adopted.

**9. Representatives on Outside Bodies.**

- i) As previously agreed Councillor Rees had attended a meeting with the Malvern Hills AONB to ascertain if the organisations can work co-operatively with Herefordshire Council regarding the “Verging on Wild” initiative.
- ii) Councillor Rees reported she had attended a meeting of the Malvern Hills Trust regarding the forthcoming consultation regarding the changes to the Trust, notification of the public consultation will be sent to the Clerk.
- iii) Councillor Lane had attended a meeting of the Village Hall Management Committee and reported that they are considering a projector for the Jean Simon Room.

**10. Date of next meeting:**

To confirm the date of the next Full Council meeting, this will be held on Wednesday 25th September 2019 at the Millennium Room, Colwall Library.  
 The Chairman closed the meeting at 08:52 pm.

**Signed:** ..... **Date:** .....