

**MINUTES OF A MEETING
OF THE OPERATIONS AND PLANNING COMMITTEE
MALVERN TOWN COUNCIL**

held on Wednesday 17 July 2019

in the Council Chamber, Belle Vue Terrace, Malvern at 6.00 pm

Councillors

Present

S Charles (Ch)
L Lambeth (V-Ch)
C Bovey
J Leibrandt
P Mewton
P Smith
S Taylor
D Watkins

Absent

C Palmer (apologies)

In attendance

Linda Blake – Town Clerk
Charles Porter – Operations Manager
Louise Wall – Minute Clerk
Clare Lawrence – Events Administration Officer
Cllr N Morton – Mayor of Malvern

17. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Cllr Cynthia Palmer – recuperating

18. DECLARATIONS OF INTEREST

None.

19. MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the following meeting be approved and adopted as a correct record of the proceedings and they were signed by the Chairman:

- Operations and Planning Committee held on 19 June 2019.

PUBLIC PARTICIPATION

None.

20. REVIEW OF ARMED FORCES DAY GALA 2019

Report OC01/19 was noted and members then discussed this year's event with a view to whether it should be held again next year.

The main points noted were as follows:

- Despite the fact that the event had been very well organised, attendance was lower than expected and it was agreed that this was most likely due to the very hot weather and also to other events which had taken place on the same day
- Members of the public commented that there were fewer events in the arena this year but there had been one group that had dropped out and budgets did not allow for any more groups to be involved
- This year's event had provided a good mix of military-themed content whilst also including the family gala day activities

It was **NOTED** that overall cost of the event was approximately £6,500 with £3,000 coming from a Ministry of Defence grant. It was questioned whether the expenditure was justified, even taking into account the MoD grant, and alternative locations, events and dates were discussed.

The Town Clerk informed committee that the Council could choose to hold an Armed Forces Day event on a weekend either side of the National Day and still be eligible for the MoD grant.

It was **RECOMMENDED** that Malvern Town Council holds a smaller Armed Forces Day event in Priory Park on 28 June, to coincide with the normal Bands in the Park date and include a military band, and ancillary military-themed stalls and exhibitors.

21. ALTERNATIVE BANDS IN THE TOWN – AUTUMN EVENTS

Report OC02/19 was received and accepted.

MTC Events Officer Clare Lawrence explained the background to holding autumn events and outlined the plans for two contrasting bands during the autumn. It was **NOTED** that Councillor stewards would be required for the events on 20 and 28 September.

22. MAYOR'S BONANZA 2019

Clare Lawrence gave a verbal update on the organisation of the Mayor's Bonanza to be held on 4 August. There is a full programme of entertainment including new bands and activities with the aim being to raise lots of money for the Mayor's charities. Again, volunteers were requested to help man the stalls on the day. The Chairman thanked Officers for their hard work.

Clare Lawrence left the meeting at 6.30 pm.

23. HEART OF ENGLAND IN BLOOM JUDGING

The Operations Manager gave a verbal update on Heart of England in Bloom judging.

The day started with an excellent introduction by the Mayor before setting off on the new route. The judges were particularly impressed with the community involvement at the Cube which had been a joint effort between the Cube and the operations team. Although plants throughout the town were quite small due to the lack of sunshine in the run-up to judging, the judges would take this into account.

The Town Clerk informed committee that Rose Bank Gardens had impressed the judges with its improvement over the last few years.

The Operations Manager noted that MHDC had made an excellent job of tidying and cleaning the streets and it was agreed that the Town Clerk would send a letter of thanks to them as well as to all of the volunteer groups and staff who had played their part in getting the town ready.

24. MAINTENANCE WORKS – REAR BUILDING AT BELLE VUE

At 6.45pm, the committee members made a site visit to the building at the rear of Belle Vue, firstly to look around the ground floor shop and rear yard, and then the top floor flat.

Members returned to the chamber and report OC03/19 was noted.

Options were discussed including renovation and/or sale of the building.

It was **AGREED** that more costings should be obtained including up-to-date valuations for selling the building in its current state, selling once renovated, and costs for renovation to a lettable standard. These costs to be brought to the next Operations and Planning meeting for discussion and decision.

25. THE ELGAR ROUNDABOUT – TOWNSEND WAY

Report OC04/19 was received and accepted.

It was **RECOMMENDED** that Malvern Town Council relinquishes the licence to maintain the Elgar Roundabout and passes the maintenance back to Worcestershire County Council.

26. DIGITAL INFORMATION KIOSK – GREAT MALVERN

The Town Clerk gave a verbal report on a digital information kiosk that MHDC were proposing to install outside the post office in Great Malvern, in place of the current noticeboard. MHDC had asked the Town Council for comments.

Members **AGREED** to support the proposal but asked that the Town Council be allowed to advertise its events on the new digital kiosk, and queried whether the kiosk could be green and gold rather than black and gold, to match Town Council street furniture. However, it was **NOTED** that the kiosk would be to match the Route to the Hills palette which is black and gold.

27. WORK PROGRAMME

Work programme OC05/19 was noted with some items now having been completed and others underway.

28. PLANNING CONSULTATIONS

Report OC06/19 was received and accepted.

Planning application 18/01865/FUL Land at 7935 4694 North End Malvern was again raised by members of the committee who stated their frustration that the application was to be delegated to an officer rather than be taken to the Southern Area Planning Committee.

District Councillors present had asked the head of planning at Malvern Hills District Council to take this application to the SAPC but had not received confirmation that this would happen.

29. DATE AND TIME OF NEXT MEETING

The next meeting of the Operations and Planning Committee will be held on Wednesday 4 September 2019 at 6.00 pm.

The meeting ended at 8.00 pm.

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(Chairman)