

UNADOPTED

MINUTES OF A MEETING OF
MALVERN TOWN COUNCIL

held at Malvern Vale Community Centre, Swinyard Road, Malvern, WR14 1GU
on Thursday 24 June 2021 at 6.00 pm

Councillors

Present

N Houghton (Chairman)
C Hooper (Vice Chairman)
J Dallow
L Lambeth
P Mewton
N Mills
N Morton (from 6.03pm)
C Palmer
J Satterthwaite
P Smith
A Stitt (from 6.03pm)
D Watkins

Apologies

C Bovey
S Charles
J Leibrandt
L Lowton
R McLaverty-Head
J O'Donnell
S Taylor
P Tuthill

Also in attendance

L Blake - Town Clerk
L Wall – Minute Clerk
Cllr K Aksar (MHDC)

36. APOLOGIES FOR ABSENCE

Apologies received from the following councillors were **NOTED**:

- C Bovey
- S Charles
- J Leibrandt
- L Lowton
- R McLaverty-Head
- J O'Donnell
- S Taylor
- P Tuthill

37. DECLARATIONS OF INTEREST

There were no declarations of interest.

38. 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 Mayor:

- Annual Council meeting 26 May 2021.

PUBLIC PARTICIPATION

None.

39. MAYOR'S ANNOUNCEMENTS

The Mayor reported that he had been quite busy in his first few weeks as Mayor, including:

UNADOPTED

- Meeting with Sarah Rouse, Leader of MHDC to discuss continuing the good relationship already in place between the two councils.
- Meeting with Sophie Jackson, Town Centre Recovery Officer and Simon Smith, Economic Development Manager of MHDC, to discuss how the two councils can work together to bring people back into the Malvern area and regenerate the high street. MHDC have expressed an interest in using Victoria Park for some of their events and this will be investigated.

Cllr Aidan Stitt and Cllr Neil Morton joined the meeting at 6.03 pm.

- The Mayor had also opened Midsummer Malvern alongside Cllr Palmer as Chairman of MHDC.

The Mayor had received a letter from Harriett Baldwin MP asking if he would lend support to a letter she was writing regarding the Malvern Hills College, on behalf of the Town Council. Those present were in agreement that the Town Council should show their support in this way.

40. UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES

The Town Clerk reported on several matters regarding Town Council operations and activities:

- Land off Mill Lane – although some groundworks have been started, there is still work to be completed before the transfer can take place.
- Basketball courts – these are a step closer to being finished as the CEO of Flexcourt has agreed to pay for a local play area contractor, known to the Town Council, to install the surface under his supervision. This will avoid Flexcourt's own workforce from having to travel and quarantine on arrival in the country.
- Gas lamps Hospital Road – following correspondence between the Town Clerk and Cadent, as well as help from Cllr Natalie McVey, these lamps are due to be reconnected to the gas supply by Trinity, a new contractor.
- Bands in the Park – following the Government's changes in lifting of restrictions, Brass Bands England advised all bands to continue to observe 2m spacing during performances. This led to two bands cancelling their slot in the programme but these have been replaced with jazz/swing bands as they have fewer members. Dates after 19 July are unaffected at present.
- Michael Crescent – the rewilding at this site has led to complaints from residents that the long grass is preventing children from playing there. As a short term measure, the area will be mowed and the matter referred back to the Environmental Panel.
- 99 Steps – the Town Clerk received a reply from Worcestershire County Council on 11 June, stating that they were not the owners of the steps. This is contrary to information received in the past and so the Town Clerk has asked for clarification, but no response received to date. WCC have issued instructions for more substantial barriers to be erected in the meantime.

UNADOPTED

- Rosebank Gardens – an agreement has been reached that investigation works can be carried out in the garden of the house above the landslip. There is still some slight movement but nothing to date that amounts to a loss in insurance terms. Costs for surveys will be taken out of the operations budget initially.
- Speed limits – the issue of 20 mph speed limits is to be referred back to the Operations and Planning Committee.

41. REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES IN ATTENDANCE

County Reports

Cllr Jack Satterthwaite reported that a motion will be put forward at the July council meeting for WCC to declare a climate emergency in line with the town and district councils and he would like to see this lead to stronger action on boosting green transport, and improving active travel and recycling rates.

He also reported that the completion date of the roadworks at Barnards Green had been delayed to 16 July with a possibility of further delay to the 23rd; and he is keeping in touch with Severn Trent to make sure they are doing all they can to mitigate problems in this area. The district council has offered free parking in the car park at Geraldine Road until 4 July but Cllr Satterthwaite will try to get this date extended.

Cllr Satterthwaite had been to a meeting at the Chase High School to discuss the growing numbers of young people affected by mental ill health and has offered £1500 from his WCC councillor fund to help cover increased counselling hours to meet demand.

District Reports

Cllr Kaleem Aksar (Link Ward) – MHDC has secured a lease on the woodland at Goodson Road and will use it as a memorial woodland to the recent pandemic. It is hoped it will be a place for reflection whilst providing an area for further tree planting to help with carbon reduction. Community engagement will be encouraged.

Cllr Aksar has been working with Platform Housing and WCC Highways to resolve ownership issues on the Royal Estate, which have led to longstanding problems with parking, drains and fly tipping etc. and he met with residents and representatives from the police, MHDC and WCC to build a good working relationship going forwards.

Cllr Cynthia Palmer and Cllr Sarah Rouse had met with staff from the Madresfield Estate to discuss tidying up the area and making it more pleasant for people to use.

42. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

Town Council Ward Reports

Cllr Neil Morton – has received complaints over excessive noise on Poolbrook Road being caused by the uneven road surface, rather than the roadworks. Cllr Satterthwaite said he would look into the possibility of repairs to combat this.

UNADOPTED

Cllr Neville Mills – reported that there is a new dementia club starting at St Matthias, open to all and well attended so far. He recommended it to anyone suffering from dementia or their carers. He had also met Cllr Karen Hanks and given her a guided tour of Malvern Link, raising various issues in the area.

Outside Bodies

Cllr Cynthia Palmer, Malvern Hills Trust – there had not been any progress with the easement issue at a parcel of land adjacent to Mill Lane in Chase Ward, due to information awaited from solicitors and the need to book a room large enough for the expected numbers of public.

Cllr Aidan Stitt, Youth Action Network – Cllr Stitt had been unable to attend the recent meeting but would forward the minutes to all councillors for their information.

43. **MEMBERS' QUESTIONS**

There were no members' questions.

44. **OPERATIONS AND PLANNING COMMITTEE RECOMMENDATIONS**

Report CL01/21 was received and accepted and the Chairman of Operations and Planning Committee, Cllr Cynthia Palmer, presented the recommendations from the meeting held on 1 June 2021.

Cllr Kaleem Aksar left the meeting at 6.45 pm.

i. Minute 19 Land off Goodwood Road Allotments

The area of land in question was marked in blue on the map attached to the report. It was noted that this land had no operational use and all costs involved in the transfer would be covered by the transferee.

It was therefore **RESOLVED** that the area of land marked in blue on the map attached to the report would be transferred to the resident.

ii. Minute 20 Refurbishment of grave of Captain Alan Bate

It was **RESOLVED** that the restoration of the memorial on the grave of Captain Alan Bate in Great Malvern Cemetery be carried out, funded by external sources.

45. **AUDIT COMMITTEE RECOMMENDATIONS**

Report CL02/21 was received and accepted and the Chairman of Audit Committee, Cllr Cynthia Palmer, presented the recommendations from the meeting held on 8 June 2021.

i. Minute 6 Annual Internal Audit Report – Financial Year Ending 31 March 2021

It was **RESOLVED** that the Internal Audit Report 2020/21 of the Council's Internal Auditor be accepted.

ii. Minute 7 Review of the Effectiveness of the System of Internal Control

It was **RESOLVED** to note and agree that a satisfactory review of the systems of internal control had been completed during 2020/21.

UNADOPTED

The Chairman reported that the Internal Auditor had been pleased to be able to give another clean audit, but was now retiring.

46. YEAR END ACCOUNTS 2020/21

Report CL03/21 was received and accepted.

The Town Clerk presented the Year End Accounts and reported that there was a deficit against budget of £12,692; considering that a number of items of additional expenditure had been agreed during the year, this was very pleasing. All projects had been carried out and the reserves were well above the recommended 25% of the next year's precept, meaning the council's finances remained in a strong financial position. All variances were explained in the summary on pages 6-7 of the accounts.

It was **RESOLVED** to accept and adopt the Year End Accounts for 2020/21.

47. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

Report CL04/21 was received and accepted and the recommendations taken separately:

- i. Council **CONSIDERED** and **APPROVED** Section 1 of the AGAR – Annual Governance Statement 2020/21 and **ENSURED** it was signed and dated by the Chairman and Town Clerk.
- ii. Council **CONSIDERED** and **APPROVED** Section 2 of the AGAR – Accounting Statements 2020/21, **APPROVED** the Accounting Statements by resolution and **ENSURED** they were signed and dated by the Chairman.
- iii. Council **NOTED** the Annual Internal Audit Report 2020/21 as page 3 of the AGAR.
- iv. Council **AGREED** that the fully completed AGAR for 2020/21 should then be submitted with the appropriate supporting information to the external auditor.

The Chairman thanked the Town Clerk and Finance Officer for their work in preparing the accounts.

48. VICTORIA PARK PAVILION

Cllr Watkins, Chair of the Victoria Park Pavilion Task and Finish Group updated the meeting on progress to date. The group had made a trip to visit some modular projects and met to discuss the financial implications of the project. These would be reported to Full Council at an extraordinary meeting in the coming weeks.

49. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting would be Wednesday 4 August 2021 at a venue to be advised.

The meeting finished at 7.10 pm.

Cllr Pat Mewton then gave notice of his intention to retire from the council, having been accepted to become a Chelsea Pensioner and will move to the Royal Hospital Chelsea in August.

UNADOPTED

Members of the council thanked Cllr Mewton for his enduring commitment to his electorate over the years and wished him well.

.....

(Chairman)

DRAFT