

UNADOPTED

MINUTES OF A MEETING OF
THE OPERATIONS AND PLANNING COMMITTEE
MALVERN TOWN COUNCIL
held remotely via Zoom on
Wednesday 7 October 2020 at 6.00 pm

Participating

Councillors

S Charles (Chairman)
L Lambeth (Vice Chairman)
J Leibrandt
P Mewton
C Palmer
P Smith
S Taylor
D Watkins

Also in attendance

L Blake - Town Clerk
C Porter – Operations Manager
L Davies - Minute Clerk
Cllr N Morton
1 Member of the Public

Absent

C Bovey (apologies)

126 APOLOGIES FOR ABSENCE

Apologies for absence were received and **NOTED** from Cllr Caroline Bovey.

127 DECLARATIONS OF INTEREST

There were no declarations of interest.

128 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, to be signed by the Chairman in due course:

- Operations and Planning Committee meeting 2 September 2020.

PUBLIC PARTICIPATION

There was no Public Participation.

129 REMEMBRANCE COMMEMORATIONS 2020

Report OC01/20 was received and accepted.

The Committee **AGREED** to note the changes to the Remembrance Observations for 2020 to ensure that these events are Covid-safe.

130 CHRISTMAS LIGHTS SWITCH ON EVENT 2020

Report OC02/20 was received and noted.

The Committee **AGREED** to note the cancellation of the Christmas Lights Switch On event scheduled for 28 November 2020. The Committee also **AGREED** to note the revised arrangements for this date and the plans for an improved Christmas window trail.

131 CHRISTMAS BUDGET 2020/21

Report OC03/20 was received and accepted.

The Committee **RECOMMENDED** that the underspend from the Christmas Lights Switch-on event in 2020 should be used to fund a Christmas tree and lights in Malvern Link.

The Committee **NOTED** that there may be funds previously given by a County Councillor which could also be used for this project and that the removal of the fountain in Malvern Link would be required in order to erect the Christmas tree and lights.

The Committee **NOTED** the work done by Sarah Rouse, Leader of MHDC to assist with the project to remove the fountain in Malvern Link.

132 EMERGENCY EXPENDITURE – PURCHASE OF OPERATIONAL VEHICLE

Report OC04/20 was received and accepted.

The Committee **RECOMMENDED** that Malvern Town Council purchases a new Kawasaki DX Pro under emergency expenditure, for operational/ gardening purposes.

133 OPERATIONAL PROJECTS 2021/22

Report OC05/20 was received and noted.

The Committee **AGREED** that the operational projects listed at Appendix A to the report be approved and included in the 2021/22 budget for agreement by Full Council in December 2020.

134 OPERATIONAL VEHICLE AND MACHINERY REPLACEMENT BUDGET 2021/22

Report OC06/20 was received and accepted.

The Committee **AGREED** that the budget proposals set out in the report be approved and included in the Council's vehicle/machinery replacement budget for 2021/22 for agreement by Full Council in December 2020.

135 REVIEW OF CHARGES FOR TOWN COUNCIL, OPERATIONAL SERVICES 2021/22

Report OC07/20 was received and noted.

The Committee **AGREED** that there would be **no** increase in charges for Great Malvern Cemetery and for the hire of sporting facilities for the year 2021/22.

The Committee **AGREED** that the allotment charges would remain at £36 per 125 square metre plot, but that the initial 10% discount period would be removed as per the Audit Committee recommendation for the year 2021/22.

136 WORK PROGRAMME

Report OC08/20 was received and accepted.

Officers updated the committee on the work programme and informed them there was a delay in the refurbishment of Barnards Green Bus Shelter, due to English Heritage only recently having returned back to work after lockdown. Officers were still liaising with them over the art deco refurbishment.

UNADOPTED

There had also been a delay to the refurbishment of play area equipment due to lockdown and then the decision not to replace the equipment until after the school Summer holidays. These works will now be completed by the end of October.

The Committee extended their thanks to the Operations Manager for all their hard work during this difficult period.

137 **PLANNING CONSULTATIONS**

Report OC09/20 was received and accepted.

The Committee **AGREED** that the Town Clerk should write on behalf of the Town Council to continue to oppose the development of 4 dwellings at Longridge Road as this application had now gone to appeal.

138 **REVIEW OF THE GOVERNMENT'S PLANNING WHITE PAPER**

The Town Clerk informed committee that after a first successful meeting of the task and finish group, a consultant had been employed to assist with the Town Council response. Unfortunately factors outside of everyone's control had delayed the next meeting which is now rescheduled for 19 October.

139 **DATE AND TIME OF NEXT MEETING**

It was agreed that the date of the next meeting of Operations and Planning Committee would be Wednesday 25 November 2020 at 6.00pm, to be held remotely via Zoom.

The meeting finished at 7.05pm

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(Chairman)