

UNADOPTED

MINUTES OF A MEETING OF
THE OPERATIONS AND PLANNING COMMITTEE
MALVERN TOWN COUNCIL
held remotely via Zoom on
Wednesday 28 April 2021 at 6.00 pm

**Participating
Councillors**

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

Absent

S Charles (apologies)
P Mewton

Also in attendance

L Blake - Town Clerk
L Wall – Minute Clerk
C Porter – Operations Manager
Cllr N Houghton

The Chairman of Operations and Planning Committee, Cllr Samantha Charles, was unable to attend the meeting and therefore it was agreed that Cllr Cynthia Palmer would chair the meeting in her absence.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence from Cllr Samantha Charles were noted.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **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 9 March 2021.

PUBLIC PARTICIPATION

There was no public participation.

4. **TENDER FOR GRAVE DIGGER HIRE CONTRACT**

Report OC01/21 was received and noted.

The Operations Manager presented the report and explained that the three-year agreement for the hire of a digger for use at the cemetery had now expired. Hiring a digger was preferable to buying one because it meant that any breakdowns or other problems were taken care of by the hire company with the Council being assured of a working gravedigger at all times.

Prices for a new contract had been sought and the committee was recommended to award a new contract to Company A.

It was **AGREED** to award a three-year hire agreement to company A, being Ledbury Plant Hire.

UNADOPTED

5. TRANSFER OF LAND AT MILL LANE – PUBLIC CONSULTATION BRAINSTORMING

Report OC02/21 was received and accepted.

The Town Clerk reminded members that Full Council had already received one presentation from a group that would like to use part of the land for a bike track, but that it had been agreed that Operations and Planning Committee would put together ideas for a public consultation on this matter.

Cllr Leibrandt left the meeting temporarily at 6.07pm.

Members discussed the options for advertising a public consultation so that it reached the relevant people, and this could include the council website, social media, leaflet distribution, All About magazines and using a local venue to hold an open day.

The consultation could be aimed at the people living in the immediate vicinity or a wider area. It was thought that it would be best to concentrate on those living in the immediate vicinity, as they would be most likely to use the area. However, no one would be excluded from sending in their comments.

Cllr Leibrandt re-joined the meeting at 6.16pm

Although some members felt that it would be better to wait until all of the new houses were occupied, the options listed at 3.5 in the report were agreed to be a good starting point for the consultation. It was agreed that a simple questionnaire could be put on the council website and social media with leaflets delivered more locally to target those in the immediate vicinity.

6. ROSEBANK GARDENS

The Operations Manager updated members on Rosebank Gardens. The landslip had not moved recently and a report from the insurance company was awaited. Although Malvern Hills District Council are the owners of the gardens, it is not yet known if that meant they would be responsible for the rectification of the landslip. The planned French drain from the base of the skylark sculpture would now be impossible to instal due to the slipped land. Quotations received for pathway repairs in the north-east corner of the gardens had come in very high and it was suggested that it may be worth waiting for prices to come down.

7. TASK AND FINISH GROUP – RULES AND REGULATIONS FOR GREAT MALVERN CEMETERY, APPOINTMENT OF A NEW MEMBER

Report OC03/21 was received and accepted.

It was **AGREED** that Cllr Watkins would join the task and finish group as a replacement for Cllr Charles, to review the rules and regulations of the cemetery.

8. BANDS IN THE PARK PROGRAMME 2021

Report OC04/21 was received and noted.

Some members volunteered to steward at Bands in the Park, with most weeks now having two councillors in place.

9. WORK PROGRAMME AND OPERATIONS UPDATE

Work programme OC05/21 was received and accepted.

The Operations Manager presented the work programme which was a new one for the new financial year. It included lots of projects and work over the coming months and the Operations Team were close to being on target timewise.

10. PLANNING CONSULTATIONS

Report OC06/21 was received and accepted.

The following planning applications were raised by ward members:

21/00475/CU – The Express Inn, 91 Quest Hills Road, Malvern, WR14 1RN - change of use of existing commercial sheds to Class E (part g) or B8 flexible use)

Cllr Watkins raised this application for change of use sui generis garage workshop and stores to Class E and B8 use of workshop and stores, but it was decided that no further action was needed.

Cllr Watkins also asked district councillors present to provide an update on the planning application on Pickersleigh Close for three blocks of dwellings.

11. DATE AND TIME OF NEXT MEETING

It was noted and agreed that the date of the next meeting of Operations and Planning Committee would be Wednesday 14 July 2021 at 6.00pm.

The meeting finished at 6.48pm.

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(Chairman)

DRAFT