

UNADOPTED

**MINUTES OF A FULL COUNCIL MEETING OF
MALVERN TOWN COUNCIL**

**held in the Council Chamber, Malvern Hills District Council, Avenue Road
on Tuesday 3 August 2021 at 6.00 pm**

Councillors

Present

N Houghton (Chairman)
C Hooper (Vice Chairman)
L Lambeth
J Leibrandt
N Mills
N Morton
J O'Donnell
J Satterthwaite
P Smith
S Taylor

Apologies

C Bovey
S Charles
L Lowton
C Palmer
A Stitt
D Watkins

Absent

R McLaverty-Head
P Tuthill

Also in attendance

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

55. APOLOGIES FOR ABSENCE

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

- C Bovey
- S Charles
- L Lowton
- C Palmer
- A Stitt
- D Watkins

56. DECLARATIONS OF INTEREST

There were no declarations of interest.

57. 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:

- Extraordinary Council meeting 29 July 2021.

PUBLIC PARTICIPATION

None.

58. MAYOR'S ANNOUNCEMENTS

The Mayor and Deputy Mayor had recently attended the opening service of the Worcester Three Choirs Festival and found it to be very interesting.

The Mayor and Town Clerk will be meeting with local police about Victoria Park shortly to discuss ways to reduce antisocial behaviour in the park generally, and how the proposed redevelopment of the pavilion and park could contribute towards this.

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The Mayor will also be meeting Vic Allison, Chief Executive of Malvern Hills District Council, soon when they would be discussing the regeneration of the high street.

59. UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES

New Basketball Courts

The Town Clerk confirmed that the CEO of Flex Court would be able to travel to oversee the installation of the basketball court surface which will be taking place during the week commencing 16 August, meaning the courts would be finished and ready for an opening ceremony during the Mayor's Bonanza on 29 August 2021.

Vacancy in Pickersleigh Ward

A by-election has been called for the vacancy in Pickersleigh Ward following the resignation of Cllr Pat Mewton. This will be combined with a by-election for Tenbury, resulting in a small saving of costs.

Cllr Julie Dallow had resigned, but due to the short timescale, it would not be possible for this vacancy to be combined with the above, should a by-election be called.

Bands in the Park

Bands in the Park has now been running for several weeks and has proved successful, starting with jazz bands until the brass bands were able to play once their social distancing restrictions had been lifted. Malvern Chase Brass Band has unfortunately cancelled their performance due to concerns over the ability to space out adequately, and a replacement was being sought.

Land at Mill Lane

The Town Clerk has informed MHDC's planning officer of the ongoing problems in getting the works carried out and has also met the site manager who assured the Town Clerk that works would commence in the next couple of weeks. Unfortunately, despite assurances from the developer that the works would be finished, work has yet to be started. It was suggested that the Chair of MHDC should also be contacted to ask if she could help.

60. REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES IN ATTENDANCE

Cllr Karen Hanks, County Councillor for Malvern Link Division

Cllr Hanks said she was pleased to address the meeting and make her first report since being elected in May 2021. Her main points were as follows:

Highways – surface dressing completed on Frederick Road and Upper Howsell Road, planned resurfacing on Richmond Road and Spring Gardens.

Footways – works completed on Worcester Road phase 2; planned works for Marlborough Gardens, Richmond Road, Worcester Road phase 3; requests for works logged for Oakfield Road and Lower Howsell Road following meeting with residents.

Road Safety – monitoring will be carried out on Pickersleigh Road, 30 mph speeding roundels added to Lower Howsell Road and an additional VAS added to rota for Malvern Link, both from discretionary budget.

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Climate Change – at its full council meeting on 15 July, WCC agreed to an amendment to the climate change motion, extending the target date of reaching net carbon neutral to 2050.

Cllr Hanks finished by saying that she had a discretionary divisional and highway fund and she welcomed applications for use of these funds.

Cllr Kaleem Aksar, District Councillor for Malvern Link Ward

Cllr Aksar and Cllr Mills had recently met with the case officer for the Newlands development. He informed the meeting that although outline permission has already been granted, the applicant is now seeking a variation of the condition previously imposed, which granted viability reappraisals on the development. Affordable housing had been reduced from the policy requirement of 40% to 20%, and the condition allowed the 20% to be increased if there was an improvement in profitability, meaning more units could be justified. This matter will now go back to committee and Cllr Aksar will keep members up to date on progress.

The next stage for Newland after this involves a series of Reserved Matters applications, which will detail progress on individual sections for the housing and commercial developments. It will also provide the phasing programme for the whole development when the timeline for completion of the units will be known.

Cllr Jack Satterthwaite, County Councillor for Malvern Chase Division

Climate Change Emergency - Cllr Satterthwaite said he was one of the councillors who submitted a motion for WCC to declare a climate emergency and was pleased that it was successful, however, an amendment to push back the target for the county council to be carbon neutral to 2050 instead of 2035, was disappointing and he hoped there would be the opportunity to bring this date forward again.

Malvern to Worcester Bike Route – Cllr Satterthwaite had queried when this walking and cycling route might be open and how the county council was improving the quality of its bids for government money to fund this project, but no specific answers were given, and he will continue to pursue the answers.

Network Rail – noise from a generator for maintenance works on the railway had been causing problems for residents. Following consultation with Network Rail, Cllr Satterthwaite was pleased that the generator had been moved and the time it was running for reduced.

Guarlford Road Speeding - Cllr Satterthwaite is working to explore a Community Speedwatch scheme with residents of Guarlford Road to tackle speeding which has been a problem in this area for several years.

Road resurfacing – it was confirmed that resurfacing works will start on the junction of Poolbrook Road and Geraldine Road on 25 August.

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61. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

Cllr Clive Hooper reported that he had attended a meeting of Malvern Hills CALC at which the Area Manager of the Environment Agency, Dave Throup gave an interesting presentation, and a meeting of the Executive Committee of CALC which was looking at the code of conduct. He informed councillors that CALC had agreed to close their offices with officers working from home, and resulting in a saving of £9,000 per year. CALC have arranged for their post to be delivered to the Town Council offices.

62. MEMBERS QUESTIONS

There were no questions.

63. LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND

Report CL01/21 was received and accepted and members were asked if they wishes to make and submit comments on the public consultation on ward boundaries for Malvern Hills District Council.

It was **RESOLVED** that a task and finish group would be set up to consider a response and the members would be:

- Cllr Neil Morton
- Cllr Clive Hooper
- Cllr Jack Satterthwaite
- Cllr Neville Mills

The closing date of the consultation was noted as 20 September, and a meeting would be arranged for late August/early September.

64. ROSEBANK GARDENS

Report CL02/21 was received and accepted.

The Town Council has a responsibility to look into the causes of the landslip and make sure it is safe for people to use the gardens. As part of this, a geotechnical specialist had been engaged to carry out initial investigations, but more detailed studies were now required to produce a report of remedial works and a way forward.

Council was asked to agree to works as outlined in the report.

It was **RESOLVED** that the following works, as in 3.4 of the report, be carried out following the slippage of land in Rosebank Gardens:

- Topographic survey of the area to determine the geometric features of the slip and enable estimations of fill/disposal volumes - £710
- Drainage survey of the surface water drainage provisions at the top of the slip, particularly those from the garage and outbuildings of the property immediately above the slip - £545
- Ground investigation to determine ground conditions (two possible phases).
 - Phase one – trial pitting one or two trial pits to a maximum depth of 4.5m - £1,200

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- Phase two (if required) – 2 boreholes to depths of 20m and 10m, at the top and bottom of the slip - £16,500
- Laboratory testing of samples - £1,300
- To enable the topographic survey and allow proper investigation, the Town Council will need to engage an external contractor to clear the vegetation at ground level - £1,500
- Reporting, slope stability modelling and option proposals with detailed design and works drawings - £6,650

It was **NOTED** that only one quote had been received for this work due to the specialist nature of the work involved and the need to get it progressed as soon as practicably possible.

65. **POLICY AND RESOURCES COMMITTEE RECOMMENDATIONS**

Report CL03/21 was received and accepted and the Chairman of the Policy and Resources Committee, Cllr Clive Hooper, presented the recommendations from the meeting held on 6 July 2021.

Minute 16, Cycle to Work Scheme

The Chairman explained that the committee had approved this scheme which aims to make cycling to work cost-effective as it tied in well with the declaration of a climate emergency, and would be open to all staff members. Although the Council initially purchases the bike, the cost is then paid back completely by the staff member via a salary sacrifice, so there is no overall cost to the Council.

It was **RESOLVED** that Council adopts the Bike2Work scheme and this would be available to all staff.

66. **OPERATIONS AND PLANNING COMMITTEE RECOMMENDATIONS**

Report CL04/21 was received and accepted. The Chairman and Vice Chairman of the Operations and Planning Committee were absent therefore the Mayor presented the recommendations from the meeting held on 8 July 2021.

Minute 30 Refurbishment of Grave of Catherine Frances Severn Burrow

It was **RESOLVED** that the restoration of the grave of Catherine Francis Severn Burrow be carried out by volunteers of the Barnleigh Housing Association, under the guidance of the Operations Manager.

Minute 33 Refurbishment of Barnards Green Bus Shelter

It was **RESOLVED** to change the colour scheme to that of 1998: white with dark blue banding and an interior of pale yellow - this will be subject to Listed Building Consent being granted.

It was further **RESOLVED** that a Perspex fronted detachable mural will be commissioned with a theme linked to the bus shelter's role as a war memorial.

67. **ENVIRONMENTAL PANEL RECOMMENDATIONS**

Report CL05/21 was received and accepted and the Chairman of the Panel, Cllr Neil Morton, presented the recommendations from the meeting held on 28 July 2021.

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Minute 6 Format and Terms of Reference on Environmental Panel

It was **RESOLVED** that the terms of reference as attached at Appendix A to the report be adopted by Full Council.

Minute 8 Recommendation to Full Council for a Green Audit

It was **RESOLVED** that Malvern Town Council engages an organisation to undertake the establishment of its carbon footprint, subject to a budget limit of £2,500.

Minute 10 Annual Planting Schemes

It was **RESOLVED** that Malvern Town Council sets a target for the planting schemes of bedding from October 2022 of 80% perennials and 20% annuals.

It was **RESOLVED** that Malvern Town Council sets a target of planting schemes for troughs, baskets and planters in spring 2022 to be 50% insect-friendly.

Minute 11 Joint Working - Beauchamp Road, Platform Housing

It was **RESOLVED** that Cllr Taylor act as an intermediary link to the Environmental Panel regarding this project and report back accordingly.

68. VICTORIA PARK PAVILION

The Town Clerk reported that following last week's extraordinary council meeting, the task and finish group's next meeting - after 23 August – would be to set out the tasks now required, based on the recommendations made.

EXCLUSION OF THE PRESS AND PUBLIC

It was **AGREED** to resolve pursuant to **Section 1 of the Public Bodies (Admission to Meetings) Act 1960** to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

69. STAFFING MATTERS – OPERATIONS TEAM RESTRUCTURE

The Town Clerk gave a verbal report to the committee regarding staffing matters.

Full Council **RESOLVED** to agree the changes to the Operations Team structure as outlined in the confidential report circulated at the meeting.

70. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting would be Wednesday 1 September 2021 subject to room availability.

The meeting finished at 7.20 pm.

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(Chairman)