

**UNADOPTED**

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

**held in the Council Chamber, Malvern Hills District Council, Avenue Road  
on Thursday 7 October 2021 at 7.00 pm**

**Councillors**

Present

N Houghton (Chairman)  
C Hooper (Vice Chairman)  
J Ashington-Carter  
C Bovey  
L Lambeth  
J Leibrandt  
N Mills  
N Morton  
C Palmer  
J Satterthwaite  
P Smith  
A Stitt  
S Taylor  
P Tuthill  
D Watkins

**Absent**

S Charles  
L Lowton  
J O'Donnell  
R McLaverty-Head (apologies)

**Also in attendance**

L Blake – Town Clerk  
C Porter – Operations Manager  
L Davies – Minute Clerk  
Cllr Kaleem Aksar, MHDC

**85. APOLOGIES FOR ABSENCE**

Apologies received from Cllr McLaverty-Head were **NOTED**.

**86. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**87. 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:

- Full Council meeting 9 September 2021.

**PUBLIC PARTICIPATION**

None.

**88. MAYOR'S ANNOUNCEMENTS**

The Mayor reported that he and the Town Clerk had met with Simon Smith from Malvern Hills District Council (MHDC) and the Town Centre Transformation Plan Consultants, to discuss and walk around the town. The Town Clerk confirmed that after liaising with the consultants, an email will be sent to Councillors regarding setting a date for a meeting to discuss this in more detail. MHDC have issued a survey for residents to complete.

The Mayor had attended the Mayor of Gloucester's Ball, which was a fantastic opportunity to meet people from other local councils and he had also been very

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pleased to congratulate and award medals to the finishers of the Help for Heroes walk in which the Town Clerk had participated.

A liaison meeting had recently been held with MHDC and the Mayor had also met with the Chairman of the Remembrance Committee to discuss arrangements for this year's Remembrance Commemorations. He also informed Council that officers at the Town Council have arranged for the wreaths to remain in place at the war memorial at Great Malvern Library for a month instead of a week.

The Mayor's charity calendar is near completion, pending a photoshoot at the Bowling Green at Victoria Park, taking place on Friday 8 October. The calendar has been entirely funded by sponsorship and all proceeds from the sale of the calendar will be donated to the Mayor's charities.

Future engagements include the attendance at the official opening of the Charlock Road development, a Baden Powell Society meeting and a visit to St Matthias primary school to present an award for the tallest sunflower following a recent competition linked to Malvern in Bloom.

The Mayor will also be attending the official planting of a tree in Victoria Park which has been a joint project to celebrate the 25<sup>th</sup> anniversary of the U3A.

### 89. **UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES**

The Town Clerk reported the following:

Notice has now been given of the vacancy in Dyson Perrins ward. If ten electors from Dyson Perrins ward request an election before 15 October, then a by-election will be called, otherwise the vacancy will be filled by co-option.

A response has been submitted on behalf of the Town Council to the public consultation on district ward boundaries. The task and finish group delegated to submit the response suggested that the number of councillors for the Malvern Town area should be reduced from 15 to 12 and there were some alterations made to the current ward boundaries to achieve this. If anyone wants a copy of the submission, please contact the office.

Land at Mill Lane – groundworks finally began on the site about six weeks ago. Unfortunately, a planting scheme approved as part of the original planning application, and which has recently been provided would constrain Town Council plans for this area. After a very positive meeting with the MHDC planning officer, work is now being undertaken to submit a new landscape plan.

Heart of England in Bloom – The Town Council has been awarded gold in the Heart of England in Bloom competition and the Town Clerk reiterated that judges had assessed areas this year purely by portfolio, making particular mention of the high standard of the document. Praise was given to Lyndsey Davies for her hard work on this portfolio.

Peaky Blinders Casino Night – this event, in aid of the Mayor's charities, is taking place on 19 November. Flyers were available at the meeting and members were encouraged to attend if possible.

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### 90. REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES IN ATTENDANCE

**Cllr Natalie McVey, County Councillor, Trinity Division**, had submitted a very detailed report, which had been distributed to all Councillors.

**Cllr Kaleem Aksar, District Councillor for Malvern Link Ward** - Cllr Aksar has been involved in community development work to establish independent communities to support themselves, he has been working with Platform on a survey to establish what is required in the community and what they would like.

**Cllr Jack Satterthwaite, County Councillor, Malvern Chase Division** informed the committee that he had seconded a notice of motion for more electric car charging points to be situated in residential areas, reinforcing the climate energy opportunity throughout the town. He is also campaigning about the lack of disabled access points in Barnards Green as this causes problems accessing businesses from pavements. He is working on a plan to outline which pavements are suitable and which are not in order that information on accessibility can be made more available.

**Cllr Cynthia Palmer** urged everyone to fill out the Town Centre consultation surveys being distributed by MHDC.

### 91. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

**Cllr Neville Mills** – had attended the annual meeting of the South Worcestershire CAB where appointment of members to the Board of Trustees had been made. Notes have now been passed onto the Town Clerk. Reports on domestic waste collection at Malvern Vale are now improving.

**Cllr Clive Hooper** - had attended the Local Government Association meeting at MHDC on Peer Reviews where councillors from neighbouring councils were in attendance. At the recent CALC Executive Committee meeting it was agreed to adopt the Employment Kite Mark scheme as well as a 1% increase on subscription rates would apply if the Town Clerk had a CILCA qualification, if councils were part of the Local Councils Award Scheme or if the employment Kite Mark had been awarded.

Cllr Aidan Still had been unable to attend the recent Malvern Hills Youth Action Network meeting, but would forward the notes from the meeting once received to Louise Wall for distribution to all.

### 92. MEMBERS QUESTIONS

There were no questions.

### 93. CONFIRMATION OF CASUAL VACANCY IN CHASE WARD FOLLOWING NON-ATTENDANCE

Report CL01/21 received and accepted.

It was **RESOLVED** to declare a casual vacancy in Chase Ward following a period of non-attendance by Cllr Samantha Charles exceeding six months.

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### 94. **APPOINTMENT OF NEWLY ELECTED COUNCILLOR TO POLICY AND RESOURCES COMMITTEE**

Report CL02/21 received and accepted.

It was **RESOLVED** to appoint Councillor Ashington-Carter as a member of the Policy and Resources Committee.

### 95. **NOTICE OF MOTION - HM THE QUEEN'S ANNIVERSARY JUNE 2022**

Cllr Peter Smith outlined his Notice of Motion that Malvern Town Council should mark the Platinum Anniversary of HM Queen Elizabeth II's accession to the throne by placing a hand-forged obelisk in the centre of the circular bed at the entrance to Rosebank Gardens.

The costs quoted by How Caple Forge are £500, with an additional cost of £400 quoted by Croft Castings for the plaque.

It was **RESOLVED** to agree funding of £1,000 for a hand-forged obelisk to mark the Queen's Platinum Jubilee in June 2022.

### 96. **LAND SLIPPAGE IN ROSEBANK GARDENS**

The Town Clerk reported that unfortunately the report from the geotechnical engineers had been delayed and could not be presented to the meeting. The report will now be submitted to the Planning and Operations Committee meeting on 20 October.

### 97. **NEW BASKETBALL COURTS AT VICTORIA PARK**

The Town Clerk reported that the Town Council has employed a local person working half an hour daily to close the basketball courts at dusk. The Council has had some extremely positive comments about the courts. They are being well used and it is the intention to run some training days and group games as well as inviting schools and clubs to book the courts from 2022.

There has also been an offer from a local company to assist in installing CCTV cameras at the site.

### 98. **CHRISTMAS LIGHT SWITCH-ON EVENT**

Report CL04/21 was received and accepted.

The Town Clerk outlined the arrangements for the Christmas Lights switch on event which did not include a parade but otherwise saw a return to a more normal switch on event, with a craft and food market, Santa's grotto at the library and a selection of entertainment throughout the town. It was **AGREED** that the Christmas Lights switch on event would be held on Saturday 27 November from 10am until 6pm with arrangements as outlined in report CL04/21.

### 99. **VICTORIA PARK PAVILION TASK & FINISH GROUP RECOMMENDATIONS AND UPDATE – MEETING HELD 29 SEPTEMBER 2021**

Report CL05/21 was received and accepted.

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It was **RESOLVED** to put the buildings at Belle Vue Terrace up for sale to test the market as part of the fully costed business case, whilst continuing to look at the option of retaining the building.

### 100. **OPERATIONS AND PLANNING COMMITTEE RECOMMENDATIONS – MEETING HELD 29 SEPTEMBER 2021**

Report CL06/21 was received and accepted and the Chairman of Operations and Planning Committee, Cllr Cynthia Palmer, presented the recommendations from the meeting.

It was **AGREED** to consider the recommendations in 2.2 of the report separately.

#### i. **Minute 45 The Mayor's Bonanza**

It was **RESOLVED** to hold the Mayor's Bonanza on Sunday 28 August 2022 and to increase the budget to £7,500 for this event.

#### ii. **Minute 51 Operational Projects 2022-23**

It was **RESOLVED** to accept all the Operational Projects, totalling £60,000.

Cemetery roadway - Tarmac area around the chapel, plus potholes in various areas	£15,000
Dukes Meadow - Tarmac pathway from Sherrards Green Road to Dukes Meadow	£8,000
Michaels Crescent - Refurbish play area	£15,000
Victoria Park - Replace trim trail	£10,000
Rosebank Gardens - Replace fencing and refurbish footpath on western boundary	£12,000
<b>Total</b>	<b>£60,000</b>

#### iii. **Minute 52 Vehicle and Machinery Replacement Fund 2022-23**

It was **AGREED** to replace the John Deere mower at a cost of £12,500. However, the replacement vehicle (2015) was to be postponed until the next Full Council meeting whereupon the Environmental Panel will present a cost matrix detailing the viability and costings of an electric vehicle compared to a non-electric vehicle.

### 101. **ENVIRONMENTAL PANEL**

The Chairman of the Environmental Panel informed Council that the panel were obtaining quotations to look at measuring the Council's carbon footprint.

Malvern Community Forest were in discussions with Platform Housing about the management of the plot of land off Beauchamp Road. Malvern Community Forest had agreed to be the managing agents and would work with the community to manage this piece of land. A grant would initially have to be sought for set-up.

After discussion with the Operations Manager and a site meeting to discuss Mill Lane and rewilding sites, it was suggested that a three-year plan with outline costs be established. It had been agreed that future planting schemes should include 80% perennials and 20% annuals and that a target should be set of planting for troughs, baskets and planters in spring 2022 to be 50% insect-friendly.

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**102. DATE AND TIME OF NEXT MEETING**

It was agreed that the date of the next meeting would be Thursday 4 November 2021 at 6.00 pm.

The meeting finished at 8.30 pm.

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(Chairman)

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