

UNADOPTED

MINUTES OF A FULL COUNCIL MEETING OF MALVERN TOWN COUNCIL

held in the Council Chamber, Malvern Hills District Council, Avenue Road
on Thursday 3 February 2022, at 6.00 pm

Councillors

Present

N Houghton (Chairman)
C Hooper (Vice Chairman) from 6.55pm
C Fletcher
L Lambeth
L Lowton
D Mead
N Mills
N Morton
J O'Donnell
C Palmer
P Smith
P Tuthill
D Watkins

Absent

J Ashington-Carter (apologies)
C Bovey (apologies)
J Leibrandt (apologies)
R McLaverty-Head (apologies)
J Satterthwaite (apologies)
A Stitt (apologies)
S Taylor (apologies)

Also in attendance

L Blake – Town Clerk
L Wall – Minute Clerk
Cllr Beverley Nielsen, WCC (from 6.25pm)
Cllr Karen Hanks, WCC (from 6.30pm)
Cllr Kaleem Aksar
Peter Buchanan – Malvern Hills Foodbank
Two members of the public

127. APOLOGIES FOR ABSENCE

Apologies received from Cllrs Jack Ashington-Carter, Caroline Bovey, Ronan McLaverty-Head, Jack Satterthwaite, Aidan Stitt and Sharon Taylor were **NOTED**.

Apologies received from Cllr Clive Hooper for lateness were also **NOTED**.

128. DECLARATIONS OF INTEREST

Cllr Morton had previously been a volunteer for the foodbank – agenda item 9.

Cllr Lowton had previously been a volunteer for the foodbank – agenda item 9.

129. 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 21 December 2021.

PUBLIC PARTICIPATION

None.

The Chairman announced that he would be altering the order of business so that agenda item 9 Emergency Grant Application Malvern Hills Foodbank could be brought forward and discussed.

130. EMERGENCY GRANT APPLICATION – MALVERN HILLS FOODBANK

Peter Buchanan of Malvern Hills Foodbank attended the meeting to answer any questions Councillors may have regarding the emergency grant application for £1,000. He explained there had been a marked increase in the demand for services; 152 vouchers had been issued in January 2021, 212 vouchers in January 2022. This represented a 40% increase which had not been foreseen.

UNADOPTED

Whilst the foodbank had received some government funding during the pandemic, this was being used up quickly on fuel vouchers to ensure that people could heat their homes without having to go without food and it was anticipated that this funding would be fully used up by mid-March. The foodbank was able to provide immediate aid to families whilst they were awaiting help from other agencies.

The foodbank is run entirely by volunteers and is well supported by customers of the local supermarkets. Steps are taken in conjunction with other foodbanks to ensure that people do not try to take more than they are entitled to, but overall, 75% of people use the foodbank three times or fewer, and these visits are enough to help them through the most difficult times.

Report CL01/22 was received and noted.

Councillors felt the foodbank was a very worthy cause and wished to support it in the best way. They questioned why an ordinary grant application was not being made through the usual grants scheme, as it would then be possible to apply for up to £2,500 under the large grants scheme and there did not seem to be any time-urgency to the funding requirement.

Cllr Lowton asked whether it would be possible to amend the amount requested for an emergency grant. The Town Clerk replied that an amendment could be made providing that Council was happy with the planned project for which funds were being awarded. Mr Buchanan confirmed that a higher grant of £2,500 would be used to prepare an adjacent unit at the foodbank and get it into use more quickly. This space would be used to provide other services to foodbank users such as debt advice.

Councillors then agreed that they already had sufficient information for a higher grant award and it would not be necessary for Mr Buchanan to re-apply through the large grants scheme.

It was **RESOLVED** to award an Emergency Grant of £2,500 to Malvern Hills Foodbank. A condition of this is that the Foodbank sends a report detailing how the money was spent to the Town Council.

Peter Buchanan thanked members of the Council and left the meeting at 6.20 pm.

The Mayor then reverted to the original order of the agenda.

131. **MAYOR'S ANNOUNCEMENTS**

The Mayor reported that he had not attended many events as Mayor, representing the Town Council, but his diary was becoming busier over the next few weeks, including the public consultation events on the new community hub. He encouraged councillors to engage with the people in their wards to get their thoughts and opinions on the proposals.

The Mayor's Peaky Blinders Charity Casino night has been rescheduled and will now take place on 22 April. Everyone welcome.

Finally, the Malvern Hills Challenge event will take place this year on 30 April.

132. **UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES**

The Town Clerk reported that after a quieter time operationally in December and January, it was now beginning to get busier with a number of projects taking place.

Refurbishment of Barnards Green Bus Shelter

The Operations Team has been hard at work carrying out the refurbishment of the shelter to its former glory of 1998. Works have included repainting the exterior and interior, fitting new bulkhead lights and shot-blasting the seats. The Remembrance

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poppies which are an integral part of the memorial's décor will also be carefully repainted. Town Council staff have also been able to repair the clock which is now in good working order. Finally, there will be a new art installation to remind the community of the shelter's importance as a war memorial, and the Council will work with local schools for this.

Cllr Beverley Nielson joined the meeting at 6.25pm

The Jenny Lind Fountain in Rosebank Gardens

Ground works for this fountain are now underway, having been slightly delayed by the discovery of an underground water tank. The outline of the wall has now been cut out and concreted in, and works are continuing.

Refurbishment of Bus Shelter at Rosebank Gardens

Works to the shelter outside Rosebank Gardens will commence soon, with the Operations and Planning Committee considering a report on this at its next meeting on 9 February.

Land at Mill Lane

The transfer of this land should take place very soon. There are still some small works required to fences and gates as per the initial agreement but a new and amended landscaping plan has been agreed.

Small and Large Grants Scheme

The second half of this year's scheme is now open with application forms available on the Town Council website. The closing date for applications is 5pm on Thursday 10 March and these will be looked at during the Policy and Resources meeting scheduled for 30 March.

Cllr Karen Hanks joined the meeting at 6.30pm.

133. **REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES**

County Councillor Natalie McVey had sent a written report to the office and this would be distributed after the meeting.

County Councillor Karen Hanks reported as follows:

the draft budget for 2022/23 had been presented to the Cabinet meeting on 6 January with a recommendation for an increase of 3.94% on council tax overall as well as increasing the number of Highways Liaison Officers, extending Highways and Transport Control Response contact hours to 7am – 7pm on weekdays, investment of £6 million in completing transition to LED street lighting in Worcestershire and a small discretionary infrastructure budget of £500,000.

Cllr Hanks had used some of her discretionary budget from 2021/22 for the following:

- Footpath works in Lower Howsell, due to start on 19 April
- An additional VAS unit for Malvern Link.
- A communal fridge
- Festive Cheer bags (MTC initiative)
- All About Malvern advertising for Malvern Link traders

Discretionary budget for 2022/23 would be used towards an assessment for controlled crossing between Summerfield Road and Church Road, and a wooden knee rail fencing at the verge on Queen Elizabeth Road to stop vehicles driving over the grass.

UNADOPTED

Cllr Hanks told members she would welcome requests for her 2022/23 divisional fund, available from April.

County Councillor Beverley Nielsen reported that she has been focussing on the alignment of the three tiers of government for highway purposes in Great Malvern. There were at least thirty separate issues in Langland Division but the focus had been Great Malvern in Priory Ward, where the main problems were with speeding, with pedestrians expressing discomfort when walking along Church Street and Worcester Road. To help combat speeding on Worcester Road, more crossing points could be installed including a crossing point by the bus shelter outside Rosebank Gardens.

A meeting had been scheduled to discuss new bike racks in Graham Road and repairs will be carried out to the pavement between 42 and 45 Worcester Road.

There were some lamp columns in Malvern that would be replaced with an appropriate 'heritage' design.

District Councillor Kaleem Aksar, District Councillor, reported that £250,000 was being spent on dredging the pond in Priory Park and £200,000 on refurbishing the public toilets in Grange Road. Within the Link, there had been a number of planning related matters, including a variation in affordable housing for the Northeast Malvern development, and a new application for 130 homes off Stocks Lane.

Cllr Cynthia Palmer, District Councillor, reported that the play area in Priory Park is now nearly finished, and the pond is being cleared; as part of these works the car park at the District Council will be closed from 9 February. Cllr Palmer also reported that she, as Chairman of MHDC, and the Mayor will hold a joint civic service on 9 April at 2.30pm, with the theme of "Friendship", at St Matthias Church.

134. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

None.

135. MEMBERS QUESTIONS

None.

Cllr Clive Hooper joined the meeting at 6.55pm and Cllr Aksar left the meeting.

136. PUBLIC CONSULTATION ON THE NEW BUILDING AT VICTORIA PARK

The Town Clerk gave an update on the progress of the public consultation: leaflets detailing the consultation and with survey attached were in the process of being delivered to 11,000 households in the All About magazine. Some had been returned already and others completed online. The consultation events had been advertised as widely as possible, on social media, a large banner at Victoria Park, on all Town Council noticeboards, in the Gazette, and on the Town Council website. It was hoped that this advertising would bring lots of people along to at least one event.

Additions are being made to the website information following comments from members of the public on accessibility and location of the new building.

The closing date for the consultation is 28 February.

137. APPOINTMENT OF COUNCILLORS TO COMMITTEES

Report C02/22 was received and accepted. The report made three recommendations regarding the appointment of new councillors to the committees as well as one councillor wishing to change committees.

It was **RESOLVED** that:

UNADOPTED

- i. Cllr David Mead to be appointed to Operations and Planning Committee and the Environmental Panel.
- ii. Cllr Clive Fletcher to be appointed to Policy and Resources Committee.
- iii. Cllr Lou Lowton to be appointed to Operations and Planning Committee

138. **CALENDAR OF MEETINGS 2022/23 COUNCIL YEAR**

The Town Clerk explained that the draft calendar showed committee meetings being held on Wednesdays and Full Council on Thursdays. Attempts had been made to avoid clashes with MHDC meetings, although some were inevitable due to financial or audit deadlines. With this in mind, the draft calendar was **AGREED**.

139. **CALENDAR OF TOWN COUNCIL EVENTS 2022/23**

Report CL04/22 was received and noted.

Whilst the calendar was mainly for the newer Councillors, it would also serve as a reminder to everyone of the sorts of events which the Town Council runs, as well as how many volunteers are required.

140. **OPERATIONS AND PLANNING COMMITTEE RECOMMENDATIONS**

Report CL05/22 was received and accepted and the Chairman of Operations and Planning Committee, Cllr Cynthia Palmer, presented the recommendations from the meeting held on 24 November 2021.

Minute 69 The Queen's Jubilee Event

It was **RESOLVED** that an event be held on Sunday 5 June 2022 to commemorate the Queen's Platinum Jubilee incorporating the suggestions made by the committee and listed in the report and with a budget of £3,500.

Minute 70 Health and Wellbeing/Malvern Peaks Challenge Event

It was **RESOLVED** that the plans for a Health and Wellbeing Fair/Malvern Peaks Challenge Event on Saturday 30 April 2022 be agreed.

Minute 72 CCTV at Victoria Park Basketball Courts

It was **RESOLVED** that CCTV be installed at the basketball courts at Victoria Park and that £600 be spent to install power to run the system.

141. **POLICY AND RESOURCES COMMITTEE RECOMMENDATIONS**

Report CL06/22 was received and accepted and the Chairman of Policy and Resources Committee, Cllr Clive Hooper, presented the recommendations from the meeting held on 8 December 2021.

Minute 32 Malvern Town Community Support Grant 2022/23 – Community Action and District

The recommendation was that Community Action be awarded a Malvern Town Community Support grant of £10,900 for the year 2022/23. Whilst all members agreed that Community Action carry out a vital support service, some felt that the organisation was not in need of financial help as there was already a substantial amount in reserves. Following a full discussion,

It was **RESOLVED** that Community Action be awarded a Malvern Town Community Support grant of £10,900 for the year 2022/23 and that it be included in the 2022/23 annual budget. The grant will be paid in monthly instalments until either Belle Vue Terrace building is sold or Community Action choose to terminate their lease.

Minute 35 CALC Employment Award Scheme

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It was **RESOLVED** that the Town Council adopts and enters the CALC Employment Award Scheme.

142. EMERGENCY DECISION MAKING GROUP

Report CL07/22 was received and noted.

143. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting would be Tuesday 15 March 2022 at 6.00 pm in Malvern Hills District Council chamber.

The meeting finished at 7.30 pm.

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(Chairman)

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