

**MINUTES OF A MEETING OF
THE POLICY AND RESOURCES COMMITTEE
MALVERN TOWN COUNCIL**

**held in the Council Chamber, Belle Vue Terrace, Malvern
on Wednesday 30 March 2022 at 6.00 pm**

Councillors

C Hooper (Chairman)
L Lambeth (substitute for A Stitt)
D Mead (substitute for C Fletcher)
P Tuthill
D Watkins (substitute for J Ashington-Carter)

Absent

J Ashington-Carter (apologies, substituted D Watkins)
C Fletcher (apologies, substituted D Mead)
R McLaverty-Head (apologies)
N Mills (apologies)
J O'Donnell (apologies)
J Satterthwaite (apologies)
A Stitt (apologies, substituted L Lambeth)

In attendance

Linda Blake - Town Clerk
Louise Wall - Minute Clerk
Chris Lee – representing Let's Make a Change
Chris Bassett – representing Malvern Theatre Players
Mike Burstow – representing MRATHS
Tim Wilkinson – representing Newtown Sports CP FC

48. APOLOGIES FOR ABSENCE

Apologies for absence from the following councillors were **NOTED**:

- J Ashington-Carter – had substituted Cllr D Watkins
- C Fletcher – had substituted D Mead
- R McLaverty-Head
- N Mills
- J O'Donnell
- J Satterthwaite
- A Stitt – had substituted Cllr L Lambeth

48. A DECLARATIONS OF INTEREST

Cllr Clive Hooper – Vice President and past Chairman of Malvern Civic Society

Cllr Paul Tuthill – previous auditor to Malvern Civic Society

49. MINUTES OF PREVIOUS MEETING

The Chairman, Cllr Hooper, queried the name of the new group formed under Minute 41. He believed the agreement had been for a "Policy Review working group" rather than "task and finish group".

Councillors Tuthill and Watkins also agreed that the minutes of the Policy and Resources Committee meeting held on 10 March 2022 should be approved and

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adopted as a correct record subject to the change to “working group” under minute 41.

The Town Clerk informed committee that task and finish groups could be set up by committees as these were formed for a short time only to undertake a task and dissolve. If the intention is that the new Policy Review Working Group should meet year on year, a recommendation would need to go to Council, as this had not been done owing to the misunderstanding of the name and long-term nature of this group.

Committee **RECOMMENDED** that a Policy Review Working Group be formed, its purpose being to meet a number of times in each council year, to review, discuss and update council policies.

It was **RESOLVED** that the minutes of the following meeting, subject to the change under minute 41, be approved and adopted as a correct record of the proceedings, to be signed by the Chairman:

- Policy and Resources Committee meeting 10 March 2022.

PUBLIC PARTICIPATION

None.

The Chairman announced that he would be altering the order of business so that agenda item 5 Large Grants Scheme, 2nd Round, 2021/22 would be brought forward. Those present would each be invited to speak ahead of their application being considered.

50. LARGE GRANTS SCHEME, 2ND ROUND 2021/22

Report PR02/22 was received and accepted.

Six qualifying requests for large grants had been received and representatives of each organisation had been invited to attend the meeting to speak in support of their application. Four representatives were in attendance and these applications were considered first.

Let's Make a Change CIC

Chris Lee explained that he had set up Let's Make a Change to help homeless, disadvantaged and vulnerable individuals find employment and regain their confidence, by mending and renovating items that are then sold in the Amaze charity shop in Malvern Link. It was proposed to extend this scheme by offering a handyman service free of charge to elderly people within the area, many of whom were unable to afford to pay tradesmen. The customers would be asked to pay for any materials used. Funding was now required to set up and promote the scheme, buying equipment to enable onsite payments, hi-vis jackets, safety kits and a small trailer to move tools and equipment.

It was **AGREED** to award a grant of £2,387 to Let's Make a Change CIC.

Malvern Radar and Technology History Society (MRATHS)

Mike Burstow attended the meeting and informed members that MRATHS was set up to celebrate Malvern's science heritage and the people behind it, becoming a charity three years ago. An opportunity has arisen to have a small technology

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museum at Great Malvern Station which, through permanent and changing displays, will provide a permanent focus of this history. It will be open initially for three and a half days a week, manned by volunteers. There will be no rent for the first two years, all content will be funded by MRATHS but the grant sought from Malvern Town Council would purchase lighting and display backing boards to a professional standard meeting listed building and safety regulations.

It was **AGREED** to award a grant of £2,400 to Malvern Radar and Technology History Society.

Newtown Sports Cerebral Palsy and Pan Disability Football Club

Tim Wilkinson spoke in support of the football club's grant application. The club had started with six registered players with cerebral palsy, often travelling long distances to play against similar teams. However, after attending the Cerebral Palsy World Cup finals in 2016 and Champions League finals in Cardiff in 2017 numbers had grown to 19 players with a range of conditions and disabilities. Everyone is welcome at the club and of the original players, some are now training to be coaches. The team has been invited to take part in a national football festival in Scotland in June, and whilst adults will pay for their own travel and accommodation, the grant sought would pay for the children's travel costs.

It was **AGREED** to award a grant of £1,500 to Newtown Sports Cerebral Palsy and Pan Disability Football Club.

Malvern Theatre Players

Chris Bassett, Company Manager, explained that Malvern Theatre Players were preparing an outdoor performance of Wind in the Willows. This production was originally planned to take place in the Coach House Theatre but Covid-19 had delayed it twice and to try to avoid further delays, plans were in place to stage the play in Priory Park as part of the summer festivities in Malvern. The theatre company would like to encourage more young people to attend by offering free admission to the play, and the grant would offset the cost of this. The grant claimed would only be equal to the number of tickets for young people given away, at £10 per ticket, up to a limit of £1,400. If demand for tickets exceeds the 140 funded by this grant, Malvern Theatre Players will look to their own resources to fund the extra, as no one is to be turned away.

Committee **AGREED** to award Malvern Theatre Players up to £1,400.

Committee members then discussed the two remaining large grant applications and **AGREED** to award £2,500 to The Chase School and £2,500 to Pride in Malvern.

Summary of large grants awarded	
Let's Make a Change CIC	£2,387
Malvern Radar and Technology History Society (MRATHS)	£2,400
Newtown Sports Cerebral Palsy and Pan Disability Football Club	£1,500
Malvern Theatre Players (up to)	£1,400

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The Chase School	£2,500
Pride in Malvern	£2,500
Total	£12,687

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

51. SMALL GRANTS SCHEME, 2ND ROUND 2021/22

Report PR01/22 was received and accepted.

Malvern Civic Society

The Civic Society had applied for a small grant of £500. This was deferred to a future meeting as members requested that more information be obtained regarding details of the funding amounts which did not seem to add up and details of how the number of leaflets would be distributed.

Malvern Museum Society

It was **AGREED** to award a small grant of £479.44 to Malvern Museum Society.

52. REVIEW OF EARMARKED RESERVES

Report PR03/22 was received and accepted.

The Town Clerk explained that reserves could be categorised as 'General' or 'Earmarked'. General reserves are held to cushion the impact of uneven cash flows or unexpected events, whilst earmarked reserves are held for a specific purpose. The following suggestions were made to the meeting as additions/releases to the earmarked reserves:

- £2,500 as an addition to the election earmarked funds to continue building reserves ahead of the next full Town Council elections.
- £15,000 to be added into Asset Repair and Development funds for the refurbishment of Rosebank Gardens bus shelters, a project delayed from its original planned date and needing to be carried over into 2022/23.
- A release of £8,000 also from Asset Repair and Development of funds previously earmarked for the refurbishment of Barnards Green bus shelter and no longer required as the project had largely been completed by Town Council staff.

It was **RECOMMENDED** that Council approve the Earmarked Reserves as summarised in the report including the three suggestions and taking reserves to a level of £330,892 on 31 March 2022.

53. DATE AND TIME OF NEXT MEETING

It was **AGREED** that the date of the next meeting would be arranged by mutual agreement.

The meeting finished at 7.40 pm.

.....(Chairman)