



# **MALVERN TOWN COUNCIL**

## **OPERATIONS AND PLANNING COMMITTEE**

### **REPORTS**

**27 April 2022**

**6.00 PM**

# MALVERN TOWN COUNCIL

Town Clerk  
28-30 Belle Vue Terrace  
Malvern  
Worcs  
WR14 4PZ  
Tel: 01684 566667



21 April 2022

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[www.malverntowncouncil.org](http://www.malverntowncouncil.org)

## MEETING OPEN TO MEMBERS OF THE PUBLIC

### To Members of the Operations and Planning Committee (Quorum 6):

Cllrs C Palmer (Chair), D Watkins (Vice Chair), C Bovey, L Lambeth, J Leibrandt, L Lowton, D Mead, N Morton, P Smith, S Taylor.

### All other Members of the Town Council for information only

You are hereby invited to attend a meeting of the Operations and Planning Committee to be held in The Council Chamber, Belle Vue Terrace, Malvern on Wednesday 27 April 2022, commencing at 6.00 pm for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. Blake'.

Linda Blake  
Town Clerk

No.	Agenda Item
1.	<b>Apologies for Absence</b> To receive and note apologies for absence
2.	<b>Declarations of Interest</b> To receive declarations of disclosable pecuniary interests and other disclosable interests
3.	<b>Minutes of Previous Meeting</b> To receive and confirm as a correct record the Minutes of the previous Operations and Planning Committee meeting: <ul style="list-style-type: none"><li>➤ 22 March 2022 (previously circulated)</li></ul>
<b>Public Participation</b> <i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i>	
4.	<b>Replacement of Town Council Vehicle</b> <ul style="list-style-type: none"><li>➤ Report OC01/22 to follow</li></ul>
5.	<b>Town Council Events</b> <ul style="list-style-type: none"><li>➤ Verbal update</li></ul>
6.	<b>Rosebank Gardens</b> <ul style="list-style-type: none"><li>➤ Verbal update</li></ul>

<b>7.</b>	<b>Work Programme</b> ➤ Report OC02/22 to follow
<b>8.</b>	<b>Leigh and Bransford Neighbourhood Plan – Regulation 16 Consultation</b> ➤ Report OC03/22 to follow
<b>9.</b>	<b>Planning Consultations</b> ➤ Report OC04/22 to follow
<b>10.</b>	<b>Date of Next Meeting</b> ➤ Wednesday 25 May 2022 at 6.00 pm

# UNADOPTED

## MINUTES OF A MEETING OF THE OPERATIONS AND PLANNING COMMITTEE MALVERN TOWN COUNCIL

Held in the Council Chamber, Belle Vue Terrace, Malvern on  
Tuesday 22 March 2022 at 6.00 pm

### Present

#### Councillors

C Palmer (Chairman)  
J Leibrandt  
D Mead  
P Smith  
S Taylor  
D Watkins

### Also in attendance

C Porter – Operations Manager  
L Davies – Minute Clerk  
Cllr N Houghton  
Member of the Community Land Trust

### Absent

C Bovey  
L Lambeth (apologies)  
L Lowton (apologies)  
N Morton (apologies)

#### 88. APOLOGIES FOR ABSENCE

Apologies received from Cllrs Lynne Lambeth, Neil Morton and Lou Lowton were **NOTED**.

#### 89. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 90. 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 these were signed by the Chairman:

- Operations and Planning Committee meeting 9 February 2022.

#### PUBLIC PARTICIPATION

A presentation was given by Lois Nicks from the Board of Malvern Hills Community Land Trust on plans to provide affordable homes on the land to the rear of Malvern Cube, Albert Road North. A question and answer session then took place with the following information provided:

- Discussions are ongoing with Worcestershire County Council regarding funding for this project, and in some cases the local authority will gift money towards this type of project.
- The site will be a mixture of ownership and tenancy owned houses which will be sold for less than the market value.
- The Land Trust works with several commercial companies, ranging from building societies to solicitors, that are fully supportive of the project.

The Chairman, Cllr Palmer thanked Lois Nicks for coming to present the project to the committee and asked if the leaflet could be circulated along with weekly Councillor pack.

#### 91. BANDS IN THE PARK AND ALTERNATIVE BANDS IN THE PARK

Report OC01/22 was received and accepted.

## UNADOPTED

The committee **NOTED** the new programme of band concerts for the spring/summer 2022 in Priory Park.

Officers were congratulated on filling so many of the band slots already.

### 92. **QUEEN'S GREEN CANOPY – JUBILEE CELEBRATIONS 2022**

Report OC02/22 was received and noted.

The committee **AGREED** that the project to plant a new Jubilee Orchard at Greenland Road be put on hold for twelve months due to the national shortage of two-year-old fruit trees required.

The committee **RECOMMENDED** that as part of the Queen's Green Canopy project in 2022, two specimen woodland trees be planted at Yates Hay Road green and open space and that a plaque should mark this area to outline the project.

### 93. **HEART OF ENGLAND IN BLOOM COMPETITION 2022**

Report OC03/22 was received and accepted.

The committee **NOTED** that an entry had been submitted to the Heart of England in Bloom Campaign 'Town' category; this will focus on three Town Council wards: Priory, Pickersleigh and Chase.

### 94. **REPLACEMENT SLEEPERS FOR COMPOSTING AREA - GMC**

Report OC04/22 was received and accepted.

The committee **NOTED** the need to replace the thirty-two sleepers within the composting area at Great Malvern Cemetery at a cost of approximately £995.

### 95. **ROSEBANK GARDENS PROJECTS**

The Operations Manager updated the committee on the ongoing Rosebank Garden projects.

#### **Fountain Project**

The Operations Manager informed the committee that there had been a slight delay, due to an underground chamber being discovered in the centre of where the fountain is to be positioned; this has now been filled and made safe.

#### **Bus Shelter**

Glazing has now been removed and the main structure is being refurbished, with new parts fabricated where required. The rear wall will be re-clad with steel sheeting before the main structure is reattached.

### 96. **WORK PROGRAMME**

Work programme OC05/22 was received and **NOTED**.

The Operations Manager updated members that projects were mostly up to date except for the ongoing projects at Rosebank Gardens, which would be delayed into the next financial year.

### 97. **PLANNING CONSULTATIONS**

Report OC06/22 was **NOTED**.

Cllr David Mead informed the committee that there was a revised application on the MHDC planning portal along with a draft map to now erect 21 dwellings instead of 37 dwellings at 41 Geraldine Road, Malvern, this had not been on the planning list circulated to councillors. Officers would investigate this.

There were no further comments on any current planning applications.

**UNADOPTED**

**98. DATE OF NEXT MEETING**

It was **AGREED** the next meeting of the Operations and Planning Committee would be held on Wednesday 27 April 2022 at 6.00 pm.

The meeting finished at 7.20pm.

.....(Chairman)

DRAFT

**A REPORT OF THE TOWN CLERK TO  
A MEETING OF THE OPERATIONS AND PLANNING COMMITTEE  
MALVERN TOWN COUNCIL**

**to be held on Wednesday 27 April 2022  
in the Council Chamber, Belle Vue Terrace, Malvern, at 6.00 pm**

**REPLACEMENT OF TOWN COUNCIL VEHICLE**

**1. Purpose of Report**

1.1. For decision.

**2. Recommendation**

2.1. Committee is recommended to delay the purchase of a new vehicle included in the budget for 2022/23 and review the situation in six months' time as part of the budget process for 2023/24.

**3. Background**

3.1. At its meeting on 18 November 2021, the Environmental Panel recommended that the Town Council purchase an electric buggy suitable for its needs, subject to the maximum cost being no more than 30% extra to a standard vehicle.

3.2. When setting the budget for 2022/23 it was agreed that an amount of £22,000 would be released from the vehicle/machinery replacement fund for the purchase of a replacement vehicle.

3.3. Officers have been investigating availability of suitable electric vehicles, similar to the Kawasaki buggy already owned. There are vehicles available but they are approximately twice the price of a non-electric equivalent vehicle.

3.4. The current availability of electric vehicles for commercial operations is extremely limited. No mainstream manufacturers are making electric pickups for the European market. However, it is expected that there should be more choice next year.

3.5. Current delivery time for all petrol and diesel vehicles is between 9 and 12 months for commercial vehicles.

3.6. Malvern Town Council currently runs three vehicles and a horticultural buggy:

- 2017 Isuzu pick-up, 21,000 miles
- 2016 Ford transit, 35,000 miles
- 2015 Mitsubishi pickup, 57,000 miles
- 2020 Kawasaki Pro Buggy

3.7. The Mitsubishi pickup, which is due for replacement, is currently only covering around 8,000 miles per year, so the part-exchange value will not differ much from this year to next.

3.8. Considering the current lack of choice and availability of suitable electric vehicles, Officers suggest it would be prudent to keep the current vehicle for a further twelve months and look to replace it next year, in the 2023/24 budget, when there will be more choice. A review can take place in October/November 2022 as part of the annual budget process with a view to place an order ready for delivery in the 2023/24 financial year.

**4. Financial Implications**

- 4.1. In the 2022/23, £22,000 was allocated for the purchase of a replacement vehicle. If not used, these funds will remain in the vehicle machinery replacement fund to enable the possible purchase of an electric pickup.

**5. Legal Implications**

- 5.1. None pertaining to this report.

End

Charles Porter  
Operations Manager





**A REPORT OF THE TOWN CLERK TO  
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**LEIGH AND BRANSFORD NEIGHBOURHOOD PLAN –  
REGULATION 16 CONSULTATION**

**1. Purpose of Report**

1.1. For noting and comment where necessary.

**2. Recommendation**

2.1. Committee is asked to note the draft Leigh and Bransford Neighbourhood Plan as submitted to Malvern Hills District Council and make comments as appropriate.

**3. Background**

3.1. Under Regulation 15 of the Neighbourhood Planning (General) Regulations 2021, Leigh and Bransford Neighbourhood Plan was submitted to Malvern Hills District Council and in accordance with Regulation 16, comments are now invited on the draft neighbourhood plan.

3.2. Leigh and Bransford Parish directly borders Malvern Town and therefore the Town Council is a consultee in this process and should consider whether to make comments.

3.3. The draft plan includes thirty policies and proposes a site allocation for around 52 new dwellings and sports use on land off the A4103 in Leigh Sinton.

3.4. The full Neighbourhood Plan and supporting information can be found online at [www.malvern hills.gov.uk/planning/planning-policy/neighbourhood-planning](http://www.malvern hills.gov.uk/planning/planning-policy/neighbourhood-planning)

3.5. Comments on the draft Leigh and Bransford Neighbourhood Plan need to be sent to Malvern Hills District Council by 5pm on Friday 20 May 2022.

**4. Financial Implications**

4.1. None pertaining to this report.

**5. Legal Implications**

5.1. Regulation 16 of the Neighbourhood Planning (General) Regulations 2021 requires that Malvern Hills District Council asks for comments and individuals on a draft Neighbourhood Plan.

End

Linda Blake  
Town Clerk

**A REPORT OF THE TOWN CLERK TO  
A MEETING OF THE OPERATIONS AND PLANNING COMMITTEE  
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**PLANNING CONSULTATIONS**

**1. Purpose of Report**

- 1.1. For comment as necessary.

**2. Recommendation**

- 2.1. The Committee is recommended to note and comment on:
- i. Specific planning applications raised by Ward members, Officers or requested by members of the public.
  - ii. Any major planning applications currently being considered.
  - iii. Any 'live' planning applications as circulated on the weekly planning lists and on the planning application log attached at Appendix A.
- 2.2. The Committee is recommended to nominate a Councillor to speak on behalf of the Town Council at MHDC's Southern Area Planning Committee where relevant.

**3. Background**

- 3.1. A list of planning applications is sent to members each week. Following a change in the Council's policy dating from December 2013, members are now asked to consider both major and minor applications and comment as appropriate.
- 3.2. No applications have been raised by ward members.
- 3.3. Other 'live' applications from the planning log can be raised by Committee members at the meeting. Full details of the applications are available by clicking on the relevant link below.
- 3.4. Members are asked to look at details of any planning applications for discussion before the meeting to allow an expeditious decision-making process.
- 3.5. Members are reminded that the Town Council is a consultee in the planning process and the comments that Council makes will go forward to the District Council as part of the planning application process. Therefore, comments should relate to material planning considerations so that they will be properly considered.
- 3.6. If a Councillor is nominated to speak at an MHDC SAPC meeting, Town Council Officers will await the application being listed on an agenda and will register the Councillor to speak through the agreed procedure.

**4. Financial Implications**

- 4.1. None pertaining to this report.

**5. Legal Implications**

- 5.1. None pertaining to this report.

End

Linda Blake  
Town Clerk

**AGENDA ITEM 9  
APPENDIX A**

<b>Application number</b>	<b>Location</b>	<b>Ward</b>	<b>Description of works</b>	<b>Applicant</b>	<b>Comment deadline</b>
<a href="#">M/22/00345/CU</a>	Bright Earth Buddhist Temple, 34 Worcester Road, Malvern, WR14 4AA	Priory	Change of use of the coach house (in the temple garden) from office space to residential accommodation to be used in connection with the main temple building	Mrs Satya Robyn	02/05/2022
<a href="#">M/22/00487/HP</a>	1 Tibberton Road, Malvern, WR14 3AN	Priory	Replacement of existing wooden fence and erection of a wooden gate.	Mr & Mrs John & Mary Aiton	03/05/2022
<a href="#">M/22/00232/HP</a>	28 Clarence Road, Malvern, WR14 3EH	Priory	Demolition of conservatory and erection of two storey rear extension.	Mr John Bastable	05/05/2022
<a href="#">M/22/00371/HP</a>	12 St James Road., Malvern, WR14 2TS	Priory	Proposed two storey side extension	Lucy Roberts and Iain Haggis	05/05/2022
<a href="#">M/22/00516/ADV</a>	114 Madresfield Road, Malvern, WR14 2NR	Pickersleigh	Proposal to install 2 internally illuminated fascia signs, 2 vinyl signs, 6 frosted signs	Mr Andy Horwood	10/05/2022
<a href="#">21/01503/OUT</a>	22 Newtown Road, Malvern, WR14 1NZ	Link/West	Outline application for replacement of double (tandem) garage with studio apartment and garage parking with all matters reserved	Mr N Donohoe	Revised information received, therefore registration date of application has been restarted - now 13/05/22
<a href="#">M/22/00220/HP</a>	21 Stanley Road, Malvern, WR14 2BG	Pickersleigh	Erection of single storey side and rear extensions.	Mr Colin Cameron	13/05/2022
<a href="#">M/22/00577/AGR</a>	Land at (OS 7881 4923) Lower Howsell Road, Malvern	Link	Proposed steel framed, open fronted agricultural building for storage of fodder and machinery.	Mr Christopher Prosser	06/05/2022