

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

held on Wednesday 4 September 2019

in the Council Chamber, Belle Vue Terrace, Malvern at 6.00 pm

Councillors

Present

S Charles (Ch)
L Lambeth (V-Ch)
J Leibrandt
C Palmer
P Smith
S Taylor
D Watkins

In attendance

Charles Porter – Operations Manager
Louise Wall – Minute Clerk
Cllr N Morton – Mayor of Malvern
Cllr C Hooper

Absent

C Bovey (apologies)
P Mewton

30. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Cllr Caroline Bovey – no reason given

31. DECLARATIONS OF INTEREST

None.

32. 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 Chairman:

- Operations and Planning Committee held on 17 July 2019.

PUBLIC PARTICIPATION

None.

33. EMERGENCY TREE WORKS AT GREAT MALVERN CEMETERY

Report OC01/19 was noted.

It was **NOTED** that the dead cedar tree at Great Malvern Cemetery would be removed under emergency works and Committee **AGREED** that funds for this should be taken from the Council's budget contingency fund, so as not to impact the annual tree maintenance budget.

34. CHRISTMAS LIGHTING CONTRACT

Report OC02/19 was received and accepted.

It was **RECOMMENDED** that the contract for the erection and dismantling of Christmas lights in Malvern be awarded to company A for three years.

35. REVIEW OF INVENTORY OF TOWN COUNCIL LAND

Report OC03/19 was noted.

At the meeting, members were provided with a map showing the location of the Town Council land. The Operations Manager explained that Rose Bank Gardens was 'managed land' and therefore not listed. This means that the gardens are not owned by the Town Council but that the Town Council maintains them under a 99 year lease.

The inventory of Town Council land was **NOTED**.

36. MALVERN'S NEIGHBOURHOOD PLAN – DELIVERY ACTION STRATEGY

Report OC04/19 was received and discussed.

It was **AGREED** that a Task and Finish Group be set up to look at an initial two or three policies from the Neighbourhood Plan and agree on a strategy to ensure these are delivered.

Members felt that Green Infrastructure and Heritage would be a good starting point.

It was **AGREED** that Cllrs Hooper, Smith, Palmer and Taylor would form a Task and Finish Group with a date for the first meeting to be agreed at the end of the committee meeting.

37. MAINTENANCE WORKS – REAR BUILDING AT BELLE VUE

The Operations Manager gave a verbal update on the maintenance works to the building at the rear of the Town Council offices. Following the previous Operations and Planning committee meeting, the middle floor tenant had given notice. In light of this, the Operations Manager and Town Clerk felt that this was an ideal opportunity to ensure thorough works were carried out throughout the building and to a good standard. Prices for works would be presented at the next committee meeting.

38. WORK PROGRAMME

Committee **NOTED** the work programme OC05/19 and that it is currently on schedule.

39. PLANNING CONSULTATIONS

Report OC06/19 was received and accepted.

Members noted that despite comments being submitted from the Town Council on certain planning applications, and the attendance at SAPC meetings by Town Councillors, the general consensus was that these comments did not carry any weight with the planners and were often dismissed.

It was **AGREED** that ward councillors should make sure they are up to date with weekly lists so that they can raise concerns with applications as soon as possible and perhaps get them heard by committee rather than delegation.

DATE AND TIME OF NEXT MEETING

The next meeting of the Operations and Planning Committee will be held on Wednesday 2 October 2019 at 6.00 pm.

The meeting ended at 7.45 pm.

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(Chairman)