

**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 November 2022 at 6.00 pm**

**Councillors**

C Hooper (Chairman)  
C Fletcher  
R McLaverty-Head  
A Stitt  
J Wilkinson

**Absent**

J Ashington-Carter  
N Mills (apologies)  
J O'Donnell  
J Satterthwaite

**In attendance**

Linda Blake - Town Clerk  
Louise Wall – Minute Clerk  
Cllr N Houghton – Mayor

**20. APOLOGIES FOR ABSENCE**

Apologies for absence from Cllr Neville Mills were **NOTED**.

**21. DECLARATIONS OF INTEREST**

None.

**22. 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, to be signed by the Chairman:

- Policy and Resources Committee meeting 2 November 2022.

**PUBLIC PARTICIPATION**

None.

**23. REVIEW OF REVISED FORECAST – BUDGET YEAR 2022/23**

Report PR01/22 was received and accepted.

The Town Clerk summarised the revised forecast, saying that the budget for 2022/23 had been set as usual making various assumptions, particularly around the future of Belle Vue Terrace and a new pavilion at Victoria Park. Because this large project included several unknown factors such as when and if the building at Belle Vue Terrace would sell, the assumptions had subsequently proved to be incorrect.

The National Local Government pay increase had seen an increase of £1,925 on all salaries which, when averaged out, was closer to a 7% increase than the 2% included in the budget. Salary costs make up a large percentage of the overall budget thus having a big impact. However, overall, the revised forecast shows a predicted £12,500 underspend.

The Town Clerk then explained each item of the revised forecast and answered questions from members of the committee.



## UNADOPTED

<b>4. Elections Budget/Reserve</b>		£15,000
<b>5. Bedding and Planting</b>		£4,000
<b>6. Tree Maintenance and Surgery</b>		£5,500
<b>7. Play Maintenance</b>		£4,960
<b>8. Street Furniture:</b>		
	Bus Shelters	£500
	Noticeboards	£0
	Gas Lamps	£3,500
	Clocks	£250
	Litter Bins	£0
<b>9. Suggestions for additional expenditure or income</b>		
	Ukraine Independence Day event (see above)	
<b>10. Contingency fund:</b>	suggested an increase of £10,000 to	£30,000
<b>11. Malvern Town Council Tax Base</b>		
	• 2022/23 – 10,760.08	
<b>12. Precept Level 2022/23</b>		
	• Precept was increased from £682,810 to £701,500 in 2022/23	
	• Council Tax Band D - £64.50	
	• Precept level to aim for 2023/24?	6%

The tax base will not be known until later in December, however it is thought that although it should increase, this could be offset by the number of households now claiming council tax relief.

Councillors recognised that the increase in costs relating to salaries, utilities, insurance and fuel would all have an impact on the precept and a rise of less than 6% would be very difficult to achieve. The Town Clerk felt that an increase closer to 10% would be more realistic unless projects were cut, which is not preferable.

## **25. REFURBISHMENT OF ROSEBANK GARDENS BUS SHELTER**

Report PR02/22 was received and accepted.

The Town Clerk explained that the installation of the steel sheet cladding would hopefully be a long-term solution to the deterioration of the wall behind the bus shelter in Rosebank Gardens.

**UNADOPTED**

It was **AGREED** that the contract to supply and fit Plastisol coated steel sheeting to the wall behind the bus shelter at Rosebank Gardens be awarded to KT Price Construction Limited, noting the exception to financial regulations as only one quotation had been received.

**26. REVIEW OF TOWN COUNCIL OBJECTIVES – SHORT AND LONG TERM**

Report PR03/22 was received and accepted.

The review of the Council's short and long term aims and objectives is carried out annually. As the two-hour limit of the meeting was approaching and in order to carry out a thorough review, it was agreed that this item would be deferred to a future meeting of Policy and Resources Committee. In the meantime, however, it was suggested that the members present could volunteer to review the aims and objectives headings between them and bring their thoughts and ideas to the meeting.

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

It was **AGREED** that the date of the next meeting will be Wednesday 14 December 2022 at 6.00 pm.

The meeting finished at 7.45 pm.

.....(Chairman)

DRAFT