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.

Committee NOTED and AGREED the revised forecast for the budget year 2022/23.

24. BUDGET DISCUSSION DOCUMENT 2023/24

The budget discussion document was issued for members to give the Town Clerk some policy guidelines on how the budget will be put together.

Members discussed each item on the document, using last year's figures and reasonable assumptions to suggest budget figures for 2023/24, including the following:

- ➤ It is difficult to predict if and when Belle Vue Terrace will be sold, particularly in the current economic climate. A safe budget figure would be to assume the building remains unsold and include associated running costs in the budget.
- ➤ Bands in the Park budget was reduced but should include a week to celebrate the coronation in May rather than holding a separate event.
- An event should be held to celebrate Ukraine Independence Day (24 August 2023), but this too could be in conjunction with Bands in the Park.
- The Mayor's allowance could be reduced to £3,000, with the difference of £2,000 being put towards an increased budget for the Mayor's Bonanza.

1. Level of inflation to include within the budget

NNDR (business rates)	4%
• Fuel	4%
• Utilities	40%
Contracts: Insurance	100%
Other	2%
• Inflation	8%
 Cost of living increase on salaries (set nationally) 	6%

2. Grants Budget

Small Grants

Large Grants, reduced by £3,000 to	£10,000	
Community Support Grants:		
CAB	£16,000	
CA (providing approval of grant application)	£10,900	

3. Events Budget

Events Budget		
Including:	Bands in the Park	£7,500
	Mayor's Bonanza	£9,500
	Christmas Lights Switch On event	£6,000
	Malvern in Bloom	£7,000
	Christmas Lights	£17,600
Budget for 2023/24: Bands in the Park p	additional events to incorporate within rogramme	£1,500

£5,000

4.	Elections Budget/Reserve		£15,000
5.	Bedding and Planting		£4,000
6.	. Tree Maintenance and Surgery		£5,500
7.	Play Maintenance		£4,960
8.	Street Furniture:	Bus Shelters	£500
		Noticeboards	£0
		Gas Lamps	£3,500
		Clocks	£250
		Litter Bins	£0
9.	Suggestions for ad	ditional expenditure or income	

Ukraine Independence Day event (see above)

10. Contingency fund: suggested an increase of £10,000 to £30,000

11. Malvern Town Council Tax Base

2022/23 – 10,760.08

12. Precept Level 2022/23

- 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.

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 pr	n.	
		(Chairman)