

UNADOPTED

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

Held in the Council Chamber, Belle Vue Terrace, Malvern on
Wednesday 25 January 2023 at 6.00 pm

Councillors

Present

C Palmer (Chairman)
K Aksar
C Bovey
L Lambeth
J Leibrandt
F Matthews-Jones
D Mead

Absent

L Lowton
D Watkins (apologies)

Also in attendance

L Blake – Town Clerk
C Porter – Operations Manager
L Wall – Minute Clerk

7 members of the public

62. APOLOGIES FOR ABSENCE

Apologies for absence from Cllr David Watkins were noted.

63. DECLARATIONS OF INTEREST

Agenda item 11, Planning Consultations – Cllr David Mead is an affected neighbour of the planning application at 41 Geraldine Road.

64. 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 7 December 2022.

65. PUBLIC PARTICIPATION

Three members of the Monksfield Lane Allotment Association (MLAA) committee and an allotment holder attended the meeting in support of agenda item 4 - surfacing works to improve and increase car parking space at Monksfield Lane Allotments.

Marion Helme, Chair of the Association, outlined the structure of the allotment association and explained the need for extra car parking provision. Some resurfacing works to the car parking area at the top of the site are now required, and it was hoped that around five spaces could be created at the bottom of the site, an area which lies wet and is not suitable for allotment use. This would enable the association to hold working parties and social events, both of which are currently unfeasible because of the restrictions in car parking. It would also help those plot holders with mobility issues as they would be able to park closer to their allotments.

They also thanked the Town Council for its favourable response to MLAA's grant application and for now working with the association to carry out these works.

UNADOPTED

The Chairman announced that under Standing Order 1a she would be altering the order of business so that agenda item 4 'Surfacing works to improve and increase car parking space at Monksfield Lane Allotments' would be brought forward.

66. **SURFACING WORKS TO IMPROVE AND INCREASE CAR PARKING SPACE AT MONKSFIELD LANE ALLOTMENTS**

Report OC01/23 was received and accepted.

The Operations Manager confirmed that installing car parking spaces at the lower end of the site would be a good use of this particular area of ground and some drainage would be installed at the time of the works. He had obtained three quotations; the preferred company was not the cheapest but would supply a good quality stone rather than crushed tarmac and this would give a much longer-lasting surface. The Town Clerk also pointed out that as the owners of the land, the town Council has a duty to keep the site in good order and should manage infrastructure works.

It was **AGREED** to fund works to resurface the car park at Monksfield Lane allotments and to award the contract to Company B, Richard Godsall Building and Civic Engineering.

The Chairman announced that the Public Participation session would recommence.

67. **PUBLIC PARTICIPATION**

A member of the public attended the meeting and spoke on planning application **M/22/01897/FUL 41 Geraldine Road**, under agenda item 11 – Planning Consultations. He represented approximately seventy residents of Geraldine Road and the surrounding area that would be affected by the proposed development. He reminded members that the original proposal made in July 2021 for 37 dwellings had been denied planning permission. Dwelling numbers were then reduced to 28 in April 2022, and some amendments made. However, permission was refused again in October 2022. The latest application appeared to be very similar in detail with no significant amendments or changes, and as the issues for which the other applications had been refused remained, he urged the Town Council to continue opposing the development.

The Chairman announced that under Standing Order 1a she would be altering the order of business so that agenda item 11 – Planning Consultations would be brought forward for the consideration of the above planning application.

68. **PLANNING CONSULTATIONS**

It was **AGREED** that the Town Clerk would submit an objection on behalf of Malvern Town Council, reiterating previous reasons for objection, and incorporating further comments agreed at the meeting.

The Chairman announced that the Public Participation session would recommence.

69. **PUBLIC PARTICIPATION**

Cllr Hooper declared an interest in agenda item 5, Permission to repair, reinstate and refurbish the memorial of Edward Chance in Great Malvern Cemetery as he was a former Chairman and past President of Malvern Civic Society (MCS) and had attended the meeting to speak in support of this agenda item.

UNADOPTED

He explained that six graves had been identified for possible repair by MCS, to be co-ordinated by Friends of Malvern's Cemeteries (FoMC). The application presented at the meeting was for the grave of Edward Chance – with others to follow at a later meeting. The FoMC were seeking permission from the Town Council as the legal owner of Great Malvern Cemetery to carry out the repairs as detailed on the application form.

The Chairman announced that under Standing Order 1a she would be altering the order of business so that agenda item 5 – Permission to repair, reinstate and refurbish the memorial of Edward Chance in Great Malvern Cemetery would be brought forward.

70. PERMISSION TO REPAIR, REINSTATE AND REFURBISH THE MEMORIAL OF EDWARD CHANCE IN GREAT MALVERN CEMETERY

Report OC02/23 was received and accepted.

The Town Clerk informed members that following earlier discussions regarding the reinstatement of memorials, Officers had produced a form to aid anyone in applying for this type of work to supply the correct information. A subsequent meeting with the Chairman of MCS held in December 2022 had proved useful as it had outlined the Society's wish to take a step-by-step approach to applying for graves to be reinstated. For this application, sufficient information such as permission to carry out repairs from relatives and details of proposed repairs had been included.

It was **AGREED** to grant permission for repairs to the memorial of Edward Chance in Great Malvern Cemetery, with the works to be co-ordinated by the Friends of Malvern's Cemeteries, and the stonemason being Steve Allard and Sons.

It was **NOTED** that any further works to reinstate graves and full details of any crowdfunding requests would need to be submitted to a future meeting for approval.

The Chairman announced that the Public Participation session would recommence.

71. PUBLIC PARTICIPATION

Two members of the public attended the meeting to speak about planning application **M/22/01823/FUL Land at (OS 8072 4527) Guarlford Road** under agenda item 11 – Planning Consultations. They had presented their proposals for three self-build Passivhaus Class 3 dwelling places to a previous meeting of the Operations and Planning Committee but they informed members that a planning application had now been submitted to Malvern Hills District Council. Questions were invited regarding the proposed development.

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

72. PURCHASE OF ELECTRIC VEHICLE TO REPLACE THE 2015 MITSUBISHI PICK-UP

Report OC03/23 was received and noted.

It was **RECOMMENDED** to award the contract to supply a Corvus Terrain EX4 Utility Vehicle at a cost of £28,769.

The exception to Financial Regulations as only one quotation had been received was **NOTED**.

UNADOPTED

73. GLAZING OF BUS SHELTER OUTSIDE ROSEBANK GARDENS

Report OC04/23 was received and accepted.

The Operations Manager explained the main differences between the three options for alternative glazing presented at the meeting and a sample of the polycarbonate Georgian wired was passed round for members to view.

It was **AGREED** that Polycarbonate Georgian wired should be installed in the bus shelter outside Rosebank Gardens.

Committee **NOTED** an overspend against the original budget amounting to the cost of the glazing, although this would be contained within the overall budget for the 2022/23 year.

74. ARTWORK COMPETITION FOR THE DEDICATION OF ROSEBANK BUS SHELTER TO QUEEN ELIZABETH II

Report OC05/23 was received and accepted. The Town Clerk explained that most of the artwork had been received from schools. Members were now asked to consider which of the designs, if any, they would like to use in the bus shelter either in its original form or integrated into a different design by a professional artist.

It was **AGREED** to form a task and finish group to look at the designs submitted in more detail and agree a way forward. The task and finish group to have three members as follows:

- Cllr Lynne Lambeth
- Cllr Josephine Leibrandt
- Cllr Cynthia Palmer

75. WORK PROGRAMME AND OPERATIONS UPDATE

Report OC06/23 was received and accepted.

The Operations Manager advised that most projects were up to date, except for the bus shelter outside Rosebank Gardens; the cladding for the back wall of this was expected to be fitted within the next two weeks, and the fencing works on the western boundary of Rosebank Gardens, due to commence next week.

76. ENVIRONMENTAL MATTERS

Report OC07/23 was received and noted.

Committee **NOTED** an update of environmental activities carried out by the Town Council over the past twelve months, in accordance with the current Environmental Policy. It was felt that this was a useful document that should be updated annually.

No other matters were raised.

77. PLANNING CONSULTATIONS

Report OC08/23 was noted.

M/22/01823/FUL Land at (OS 8072 4527) Guarlford Road

Committee **AGREED** that no comment was required on this planning permission.

No other planning applications were raised at the meeting.

UNADOPTED

78. DATE OF NEXT MEETING

It was **AGREED** the next meeting of the Operations and Planning Committee would be held on Wednesday 8 March 2023 at 6.00 pm.

The meeting finished at 7.15 pm.

.....(Chairman)

DRAFT