

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 31 May 2023 at 6.00 pm**

Councillors

Present

S Austin
C Bovey
A Cherry
J Green
J Leibrandt
F Matthews-Jones
D Mead
D Watkins

Also in attendance

L Blake – Town Clerk
C Porter – Operations Manager
L Wall – Minute Clerk
Cllr C Hooper, Mayor

1. ELECTION OF CHAIR

Cllr David Mead was elected as Chair of the Operations and Planning Committee for 2023/24.

2. ELECTION OF VICE-CHAIR

Cllr Freya Matthews-Jones was elected as Vice-chair of the Operations and Planning Committee for 2023/24.

3. APOLOGIES FOR ABSENCE

None.

4. DECLARATIONS OF INTEREST

None.

5. 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 5 April 2023

6. PUBLIC PARTICIPATION

None.

7. REVIEW OF GREAT MALVERN CEMETERY RULES AND REGULATIONS

Report OC01/23 was received and accepted.

The Town Clerk explained that the cemetery was an important part of town council operations and the major source of income. The rules and regulations help ensure smooth running and administration. The last review was carried out in 2014 and it was now suggested that a task and finish group be formed to carry out a thorough review before reporting back to Operations and Planning Committee.

UNADOPTED

It was **AGREED** that a task and finish group be set up to review the cemetery rules and regulations, membership as follows:

- Cllr Jude Green
- Cllr Sean Austin
- Cllr Anne Cherry
- Cllr Freya Matthews-Jones

8. **ROSEBANK GARDENS**

The Operations Manager informed members of the following works that had been carried out recently at Rosebank Gardens:

- The 'Malvern' sign was now installed and had been generally well-received with people stopping to take photographs in front of it
- The rose bed at the entrance to the gardens was coming on well, with the roses about to flower
- Matters connected to the landslide are being dealt with by solicitors and the pathway that was affected by the landslip will remain closed for the time being
- The bus shelter outside the gardens is now finished after many setbacks in the refurbishment and has received favourable comments.

9. **WORK PROGRAMME AND OPERATIONS UPDATE**

Report OC02/23 was received and accepted.

The Operations Manager explained that an updated programme will be presented at each meeting of the Operations and Planning Committee. This can be used by councillors for information if they are asked by residents in their ward about any operational projects.

The new electric tool package is currently being used by the Operations Team and the electric vehicle has been ordered with delivery awaited.

10. **TOWN COUNCIL EVENTS**

The Town Clerk updated the meeting on the following town council events:

Bands in the Park: three concerts have taken place so far, all well attended and demonstrating a varied mix of music. Questionnaires are handed out at each concert asking for people's views on the performances, and the questionnaire is also available online. A volunteer is still required for the coming Sunday's Bands in the Park and members were asked to contact the office if they can help.

There will be a presentation to Guide Dogs at Bands in the Park on 11 June for the monies raised by Cllr Nick Houghton as Mayor for 2022/23. All are invited to come along and show support for the many volunteers from Guide Dogs who helped out at events over the past twelve months.

Armed Forces Day will be a modest event at Bands in the Park on 25 June, with cadet groups, craft workshop for children and an entertainer. It will be concentrated around the band which will play military style music.

The Mayor's Bonanza will not take place this year due to a shortage of staff able to work on the day. The Mayor is looking into his charity, St Richard's Hospice, putting on a similar event in Victoria Park instead.

It was **AGREED** that the agenda for the next meeting of Operations and Planning Committee will include an item to consider possible new events for future years and members were encouraged to bring any ideas for this to the meeting.

UNADOPTED

11. HEART OF ENGLAND IN BLOOM COMPETITION 2023

The Operations Manager explained that over the past seventeen years, the town council has entered the Heart of England in Bloom competition, usually winning a gold award, but it was not just about how the town looked on judging day. Preparations are made throughout the year, and it is a chance for the town council to work with other agencies such as the Malvern Hills Trust to show the public what we can achieve, engage the community and beautify the environment we live in.

The route that the judges take on judging day in July is put together by the Operations Manager, Town Clerk and Events Co-ordinator, specifically to fit in with the judging criteria and ensure that the judges see the town at its best.

The summer planting, in hanging baskets, beds, troughs and flower towers, can be labour intensive in very hot weather when watering increases from once a week to two or three times, but provide a burst of colour through the summer months. Traders in all three shopping centres can rent baskets and once-a-week watering is included in this.

12. ENVIRONMENTAL MATTERS

Report OC03/23 was received and noted.

The Chair explained that this was now a regular item on the Operations and Planning Committee agenda, giving members the opportunity to raise any environmental matters.

13. PLANNING CONSULTATIONS

Report OC04/23 was noted.

Flat at 124 Worcester Road – planning application M/22/01366/FUL and M/23/00640/FUL

Cllr Freya Matthews-Jones declared an interest – her business is situated next door to the property concerned – and abstained from voting.

Cllr Matthews-Jones explained that the newer application had changed very little from application M/22/01366/FUL to which the council submitted an objection.

Members discussed the application and **AGREED** that a comment on application M/23/00640/FUL should be submitted, reiterating previous objections not addressed, and including reference to relevant policies.

14. DATE OF NEXT MEETING

It was **AGREED** the next meeting of the Operations and Planning Committee would be held on Wednesday 19 July 2023 at 6.00 pm.

The meeting finished at 7.00 pm.

.....(Chairman)