

# MALVERN TOWN COUNCIL

Town Clerk  
28-30 Belle Vue Terrace  
Malvern  
WR14 4PZ



21 February 2024

[townclerk@malvern-tc.org.uk](mailto:townclerk@malvern-tc.org.uk)  
Tel: 01684 566667

## MEETING OPEN TO MEMBERS OF THE PUBLIC

### To Members of the Policy and Resources Committee (Quorum 5):

Councillors Iain Dawson (Chair), Clive Fletcher (Vice-Chair), Marilyn Birks, Nick Houghton, Melanie Jones, Julie MacLusky, Ronan McLaverty-Head, Karen Newbigging

### All other Members of the Town Council for information only.

You are hereby invited to attend a meeting of the Policy and Resources Committee to be held in the Council Chamber, Belle Vue Terrace, Malvern on Wednesday 28 February 2024, commencing at 6.00pm for the transaction of the business shown on the Agenda below.

A handwritten signature in black ink, appearing to read 'L. Blake'.

**Linda Blake**  
**Town Clerk**

No.	Agenda Item
1.	<b>Apologies for Absence</b> To receive and note apologies for absence
2.	<b>Declarations of Interest</b> To receive declarations of disclosable pecuniary interests and other disclosable interests
3.	<b>Minutes of Previous Meeting</b> To receive and confirm as a correct record the Minutes of the previous Policy and Resources Committee meeting: <ul style="list-style-type: none"><li>➤ 7 February 2024 (previously circulated)</li></ul>
<b>Public Participation</b> <i>The Meeting will be adjourned for public participation when the Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.</i>	
4.	<b>Terms of Reference of Committees</b> <ul style="list-style-type: none"><li>➤ Report PR01/24 to follow</li></ul>
5.	<b>Review of Communications and Publicity Policy – Councillor Guidelines</b> <ul style="list-style-type: none"><li>➤ Report PR02/24</li></ul>
6.	<b>Staffing Matters</b> <ul style="list-style-type: none"><li>➤ Report PR03/24 to be circulated at the meeting</li></ul>
7.	<b>Date and Time of Next Meeting</b> <ul style="list-style-type: none"><li>➤ Wednesday 27 March 2024 at 6.00 pm (Grants)</li></ul>