

**MINUTES OF A MEETING OF
THE POLICY AND RESOURCES COMMITTEE
MALVERN TOWN COUNCIL**

**held in the Council Chamber, Belle Vue Terrace, Malvern
on Wednesday 27 March 2024 at 6.00 pm**

Councillors

I Dawson (Chair)
C Fletcher (Vice-chair)
N Houghton
M Jones
L Lowton (substitute for M Birks, from
6.02pm))
R McLaverty-Head
J MacLusky
K Newbigging

Absent

M Birks (apologies)

Also in attendance

Linda Blake - Town Clerk
Louise Wall – Minute Clerk
Cllr Clive Hooper
Cllr David Mead
Cllr David Watkins

Members of the public

62. APOLOGIES FOR ABSENCE

Apologies for absence from Cllr Marilyn Birks were **NOTED**. Cllr Birks had substituted Cllr Lou Lowton.

63. DECLARATIONS OF INTEREST

Agenda item 5, Small Grants Scheme 2nd round 2023/24

Cllr Clive Hooper – past Chair and current Vice-chair of Malvern Civic Society, his mayoral charity for the year is St Richard’s Hospice.

Cllr Julie MacLusky – has applied to join the Railway Division of Malvern Civic Society.

Cllr Lou Lowton joined the meeting at 6.02pm

Cllr Karen Newbigging – had a Listed Building Consent Application recently at MHDC, and Malvern Civic Society commented on it, therefore she would abstain from voting on the item regarding their grant application.

64. MINUTES OF PREVIOUS MEETING

Cllr Lowton raised a matter of accuracy under minute 60 from the last meeting, held on 28 February 2024.

A transcript of the meeting recording had been made and was read out to the meeting by the Town Clerk.

It was agreed that although both ‘withdraw’ and ‘reverse’ had been used in the discussion, the recommendation should include the word ‘withdraw’.

Furthermore, the recommendation included a sentence “meeting times would therefore revert to the usual start time of 6pm” at the end and this had not been part of the agreed recommendation, although its inclusion was a matter of clarification.

It was **AGREED** to amend the minutes so that the recommendation in minute 60 would now read:

It was **RECOMMENDED** that Full Council withdraw the decision made on 14 February to accept the calendar of meetings in light of legal advice.

For clarification, on a separate line, "Meetings would therefore revert to the usual start time of 6pm."

It was **RESOLVED** that the minutes as amended 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 held on 28 February 2024.

PUBLIC PARTICIPATION

Representatives of some of the organisations applying for grants attended the meeting to speak in support of their applications and answer any questions arising.

1st Malvern Boys Brigade & Girls Association – small grant £500

1st Malvern Boys Brigade had recently merged with the 7th Malvern Girls Brigade to become one organisation. As a result of this, uniforms, bass drum skins and the banner all required updating. It was hoped that some badminton poles could also be purchased as this was a sport that the girls in particular enjoyed playing.

It was clarified that both boys and girls would benefit from the grant, also that a proportion of attendees were from lower income families, and therefore the grant would help everyone to be able to participate.

Other funds were raised by activities such as bag packing at Morrisons, tombolas and activity days.

Malven Civic Society – small grant £470

The society has run Midsummer Malvern for many years but would like to revamp it to make it more relevant to Malvern and provide a platform to charities to share knowledge. The purpose of this grant would be to pay for advertising informing Malvern residents of a community day on 23 June in Priory Gardens.

It was questioned whether the society should be able to fund this event with income from other events held throughout the year, but members were informed that the society does not put on events to make a profit and generally events break even.

1st Malvern Link Scout Group – large grant £2,500

The current hall in Redland Road was built in the sixties and has continued to be well used. However, the lighting is now starting to fail and replacement parts difficult to find. Over recent years, there have been attempts to make the hall more environmentally friendly and as part of this, it is proposed to replace the fluorescent lighting with LED lighting throughout, which will also save on energy costs.

Malvern Theatre Players - £1,400

It was explained that this grant would fund 140 free tickets for under 14s to a summer production of Alice in Wonderland in Priory Park in July. It was known that some Malvern residents did not attend theatre productions due to cost and therefore providing free tickets for children would help theatre be more accessible.

The Hills Singers – large grant £1,250

Mr Malcolm Penny explained that the application was for a repeat of that made in 2020 for an event which had subsequently been delayed due to covid. The grant

would be spent on hiring two venues for performances by the Fontana Choir when they visit in June, and supplying transport to and from Heathrow airport.

Members questioned whether Malvern residents would benefit from the event to be held in Ledbury, also whether low-income families would be able to afford the entrance fee and transport.

The events would be advertised in the local monthly magazine, flyers and by word of mouth.

The Ledbury venue had been booked as the Malvern Priory was unavailable on the required date, but was also too expensive. Ledbury church is an impressive building with a large capacity.

Under 16s will be admitted for £5 or free depending on the venue.

65. MALVERN TOWN COMMUNITY SUPPORT GRANT – CITIZENS ADVICE BUREAU

Report PR01/24 was received and accepted.

The Town Clerk explained that the Citizens Advice Bureau (South Worcestershire Citizens Advice) previously had a long-term agreement renewed once every three years for a community support grant, most recently in March 2021 for £16,000 per year, but this time had applied for £18,000 for one year.

Committee considered the application and it was **RECOMMENDED** to award a Community Support Grant of £18,000 for 2024/25.

66. SMALL GRANTS SCHEME, 2ND ROUND 2023/24

Report PR02/24 was received and accepted.

1st Malvern Boys Brigade & Girls Association

It was **AGREED** to award a small grant of £500 to the 1st Malvern Boys Brigade & Girls Association.

Eden ESOL

It was **AGREED** to defer a decision on this grant, subject to confirmation that teaching of the English language is kept independent and separate from the religious activities of Eden Church.

Malven Civic Society

It was **AGREED** to award a small grant of £470 to Malvern Civic Society.

Malvern Victoria Bowling Club

It was **AGREED** to award a small grant of £500 to Malvern Victoria Bowling Club.

Cllr Nick Houghton left the room at 7.10pm.

Cllr Nick Houghton re-entered the room at 7.12pm.

St Richard's Hospice

It was **AGREED** to award a small grant of £500 to St Richard's Hospice.

67. LARGE GRANTS SCHEME, 2ND ROUND 2023/24

Report PR03/24 was received and accepted.

The Chair noted that award of grants totally over £4,000 would be outside of committee delegations and therefore recommendations would need to be submitted to Full Council.

1st Malvern Link Scout

It was **RECOMMENDED** to award a large grant of £2,500 to 1st Malvern Link Scout Group.

The Chase School

It was **AGREED** to reject the application for a grant of £2,500 from The Chase School.

Malvern Theatre Players

It was **RECOMMENDED** to award a large grant of £1,400 to Malvern Theatre Players.

The Hills Singers

It was **RECOMMENDED** to award a large grant of £1,250 to The Hills Singers, with the condition that under 16s would have free entry to both events, and that 40 free tickets for the Ledbury event be given to the Food Bank for distribution.

The Town Clerk informed that meeting that two other large grant applications had been received but did not qualify according to the grant scheme criteria.

Cllr Julie MacLusky left the room at 7.50pm

These organisations were Malvern United Football Club and The Curious Cabinet, neither of which had supplied all of the required information.

Cllr Julie MacLusky re-entered the room at 7.52pm

It was **AGREED** that these two organisations should be advised that an appeal against this decision would not be allowed, but that they were welcome to reapply to the scheme in September 2024, when the 1st round of the grants scheme for 2024/25 would open.

Cllr Julie MacLusky left the meeting at 7.55pm.

68. REVIEW OF EARMARKED RESERVES

Report PR04/24 was received and accepted.

The Town Clerk explained that as year-end approached, reserves were looked at as a matter of good housekeeping to see what had or hadn't been spent and whether council wished to put any additional amounts aside.

This year, more had been spent as some reserves had gone towards the new building at Victoria Park. The Town Clerk asked for one addition to earmarked reserve – to use the underspend from the car park at Adam Lee for additional landscaping works around the new building at Victoria Park.

It was **RECOMMENDED** to approve the details of Earmarked Reserves as summarised at Appendix A to the report.

69. STAFFING MATTERS – STAFFING SUB-COMMITTEE

It was **AGREED** that discussion of this matter be postponed until the next meeting.

70. DATE AND TIME OF NEXT MEETING

It was **AGREED** that the date of the next meeting would be Wednesday 8 May 2024 at 6pm.

The meeting finished at 8.00 pm

.....(Chairman)

DRAFT