



MALVERN TOWN COUNCIL

FULL COUNCIL MEETING

REPORTS

**For meeting on Wednesday 9 April 2025 at 6.00 pm
In the Park View Meeting Room, Community Hub, Victoria Park Road,
Malvern Link**

MALVERN TOWN COUNCIL

Town Clerk
Community Hub
Victoria Park Road
Malvern Link
WR14 2JY



3 April 2025

townclerk@malvern-tc.org.uk
01684 566667

MEETING OPEN TO MEMBERS OF THE PUBLIC

To all Members of Malvern Town Council:

You are hereby summoned to attend a meeting of Malvern Town Council to be held on Wednesday 9 April 2025 in the Park View Meeting Room, Community Hub, Victoria Park Road, Malvern Link, WR14 2JY commencing at 6.00 pm for the transaction of the business shown on the Agenda below.

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

Linda Blake
Town Clerk

No.	Agenda Item
1.	Apologies for Absence <ul style="list-style-type: none">➤ To note apologies for absence.
2.	Declarations of Interest <ul style="list-style-type: none">➤ To receive declarations of disclosable pecuniary interests and other disclosable interests.
3.	Minutes of Previous Meeting <p>To receive and confirm as a correct record the Minutes of the previous Full Council meeting:</p> <ul style="list-style-type: none">➤ 5 March 2025
Public Participation <p><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></p>	
4.	Report from Malvern Police <ul style="list-style-type: none">➤ Verbal report from PCSO Kevin Tudge
5.	Mayor's Announcements <ul style="list-style-type: none">➤ The Mayor to make any relevant announcements/written report
6.	Update on Town Council Operations and Activities <ul style="list-style-type: none">➤ Verbal update by the Town Clerk
7.	Members Questions <ul style="list-style-type: none">➤ The Chair will invite members who have written in with questions to present them to Council
8.	Play Equipment for Adam Lee <ul style="list-style-type: none">➤ Report CL01/24 to follow
9.	Calendar of meetings <ul style="list-style-type: none">➤ Report CL02/24 to follow

10.	<p>Devolution Sub-Committee</p> <ul style="list-style-type: none"> ➤ Report CL03/24 to follow
11.	<p>Recommendations from the Aims and Objectives Task and Finish Group</p> <ul style="list-style-type: none"> ➤ Report CL04/24 to follow
12.	<p>Recommendations from Operations and Planning Committee</p> <p>The chair of operations and planning committee to present any recommendations for approval by council from the meeting held on 12 March 2025</p> <ul style="list-style-type: none"> ➤ Report CL05/24 to follow
13.	<p>Recommendations from Policy and Resources Committee</p> <p>The chair of Policy and Resources committee to present any recommendations for approval by council from the meeting held on 26 March 2025</p> <ul style="list-style-type: none"> ➤ Report CL06/24 to follow
14.	<p>Date and Time of Next Meeting</p> <ul style="list-style-type: none"> ➤ Proposed Extraordinary Council meeting Tuesday 6 May 2025 ➤ Annual Council Wednesday 14 May 2025
<p>Exclusion of the Press and Public</p> <p><i>To resolve pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i></p>	
15.	<p>Rose Bank Gardens</p> <ul style="list-style-type: none"> ➤ Verbal update

**MINUTES OF THE MEETING OF
MALVERN TOWN COUNCIL**

**in the Park View Meeting Room, Victoria Park Road, Malvern Link
held on Wednesday 5 March 2025 at 6pm**

Councillors

Present

M Birks (Chair)
D Mead
D Watkins
C Hooper
A Cherry
S Austin
K Newbigging
L Lowton
C Bovey
J Green
E Green
I Dawson(6.05pm)
J Leibrandt (6.10pm)

Absent

C Fletcher (apologies)
J MacLusky (apologies)
R McLaverty-Head (apologies)
M Jones (apologies)

Also in attendance

L Blake – Town Clerk
C Porter – Operations Manager
J Winkworth – Minute Clerk

139. APOLOGIES FOR ABSENCE

Apologies for absence from Cllrs Clive Fletcher, Julie MacLusky, Ronan McLaverty-Head and Mel Jones were **NOTED**.

140. DECLARATIONS OF INTEREST

None.

141. MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes from the meeting noted below are approved and adopted as a correct record of the proceedings:

- Full Council meeting 12 February 2025.

PUBLIC PARTICIPATION

None.

142. MAYOR'S ANNOUNCEMENTS

The Mayor informed the committee of the following matters:

- Change of date for the Annual Town Council meeting – now taking place on Wednesday 23 April at the Community Hub from 7pm.
- A reminder of the date of the Mayors Civic Service – 5 April 2025 at St Matthias Church, based on a theme of Community and Friendship. All Councillors welcome to attend
- The Mayor and the Town Clerk both attended an afternoon tea at the Guildhall, Worcester along with the High Sheriff and Lord Lieutenant
- The Mayor also attended an awards evening with the High Sheriff at Malvern Theatres where 9 volunteers were awarded for their work in the community

- Aims and Objectives meeting has been emailed out to the Councillors involved. Keen for this to take place as the Auditor recently enquired about the progress
- Devolution – MTC/MHDC liaison meeting taking place next week and this will be an agenda item

143. UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES

The Town Clerk reported on the following areas:

- Planning Permission has been received on the Bike Pump Track – it is hoped that work will get under way during April
- 2 Councillor Vacancies at present, with the third to be approved later during this meeting. All Vacancies have to be advertised with electors in the ward being given the chance to call a by-election, otherwise the Vacancies will be filled by co-option
- 2 Operational Team Vacancies – 1 Grounds maintenance and one Cemetery and Grounds maintenance. Interviews scheduled for late March
- Grants Scheme is currently open, deadline Monday 10 March 2025
- The Events team are working hard with many events due to take place over the next few months
- The Internal Auditor has been in this week, no issues to report

The Operations Team have been working on the following areas:

- Pollarding the willow trees in Greenfield Road
- Preparing the football pitches as the weather has enabled them to do so
- Cemetery work – stoned a new area for storage
- Composting pit will be open in the next 10 days if any community groups require any, let the office know

144. REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES IN ATTENDANCE

There were no visiting County or District Councillors at the meeting and no reports had been submitted for issue prior to or at the meeting.

Deputy Mayor, Cllr David Mead informed the committee that he had donated his MHDC Ward allowance of £1000 to the Community Fridge at The Octagon.

145. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

None.

146. MEMBERS QUESTIONS

None.

147. TODDLER PLAY EQUIPMENT FOR VICTORIA PARK

Report CL01/24 was received and accepted.

It was **RESOLVED** that Company A will be appointed to install the new toddler play equipment at Victoria Park.

Cllr Karen Newbigging asked whether there would be play equipment facilities for toddlers with disabilities, but this type of equipment is currently not available. When

the refurbishment of the main play area is undertaken the specification will include the provision of play equipment under the Equality Act.

148. LAND AT ELGAR AVENUE

Report CL02/24 was received and accepted.

The Town Clerk explained that the planning consultant had advised for the following to take place:

- Hydraulic Modelling (£6,000)
- Post Developed Modelling and Flood Risk Assessment (£10,000)

This is a further cost of £16,000 to that anticipated, although the aforementioned processes can be split in two and the second element would only take place if applicable. It was **RESOLVED** to approve £16,000 of expenditure to be placed in two separate orders, with the second order contingent on the results of the first stage.

149. STAFFING COMMITTEE

Report CL03/24 was received and accepted.

Terms of Reference

It was **AGREED** to amend 2.4 of the Terms of Reference for the Staffing Committee to read:

“To appoint a panel of two members from the Staffing Committee and one qualified person from an outside body, as agreed by the Staffing Committee to carry out the appraisal of the Town Clerk”.

With this amendment it was **RESOLVED** to approve the Terms of Reference for the Staffing Committee.

Quorum

After discussion, it was **RESOLVED** that the quorum of the Staffing Committee would be four.

Membership

There had been 7 expressions of interest for 7 vacancies on the Staffing Committee.

It was **RESOLVED** to elect the following Councillors to the Staffing Committee:

- Cllr Anne Cherry
- Cllr Clive Fletcher
- Cllr Emma Green
- Cllr Clive Hooper
- Cllr Josephine Leibrandt
- Cllr David Mead
- Cllr Karen Newbigging

150. CONFIRMATION OF CASUAL VACANCY IN POUND BANK WARD FOLLOWING NON-ATTENDANCE

Report CL04/24 was received and accepted.

Full Council **RESOLVED** to declare a casual vacancy in Pound Bank Ward.

151. RECOMMENDATIONS FROM COMMUNITY ENGAGEMENT TASK AND FINISH GROUP

Report CL05/24 was received and accepted.

Cllr Jude Green, Chair of Task and Finish group updated the committee on the events of the last meeting.

Minute 6 - It was **RESOLVED** that Town Councillor Surgeries would take place at Bands in the Park during May to September on a rota basis.

Minute 8 – Cllr Jude Green and Cllr Emma Green informed the committee about the White Ribbon Initiative and what it involves. An amendment to the recommendation was put forward by Cllr Emma Green as follows “Malvern Town Council become a White Ribbon Supporter Organisation rather than seek White Ribbon Accreditation”. This amendment was passed.

It was **RESOLVED** that Malvern Town Council becomes a White Ribbon Supporter Organisation to work towards transformational change in their staff culture, systems and communities, to bring about gender equality and end men’s violence against women. This will cost £175.

Cllr Anne Cherry left the meeting at 7.30pm.

152. NOTICE OF MOTION CONCERNING WRITTEN REPORTS FROM COUNTY AND DISTRICT COUNCIL REPRESENTATIVES, TOWN COUNCIL WARD WRITTEN REPORTS, AND WRITTEN REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr Hooper submitted a NOM as detailed above for reports to be attached as appendices and for them to be available to the public domain.

It was **RESOLVED** that all written reports submitted from County and District Council representatives, Town Council Ward written reports and written reports from representatives on outside bodies, for consideration by the Council or its committees, henceforth be attached as appendices to the minutes of the Council or committee meetings to which they relate.

Cllr Emma Green was not present for the vote.

153. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting would be Wednesday 9 April 2025 at 6pm.

EXCLUSION OF THE PRESS AND PUBLIC It was **AGREED** to resolve pursuant to Section 1 of the Public Bodies UNADOPTED (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

154. UPDATE ON EMERGENCY DECISION MAKING GROUP DECISIONS

Council noted the Town Clerk’s verbal update on matters from the Emergency Decision making group decisions.

155. ROSE BANK GARDENS

Council noted the Town Clerk’s verbal update on Rosebank Gardens.

The meeting finished at 7.44pm.

.....(Chairman)

**A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL
to be held on Wednesday 9 April 2025, at 6.00pm
in the Park View Meeting Room, Victoria Park Road, Malvern Link**

ADAM LEE PLAY AREA

1. Purpose of report

1.1. For decision.

2. Recommendation

2.1. Committee is recommended to appoint Company A to supply and install the new play equipment at Adam Lee.

3. Background

3.1. In 2024/25 Full Council agreed a budget of £20,000 which was then increased to £40,000 to refurbish and extend Adam Lee Play Area. These monies will be offset by Section 106 monies.

3.2. Officers sought quotations from a number of play area companies and the returned quotes were evaluated using the following criteria, 40% price, 40% learning value and 20% quality and sustainability value.

3.3. The Town Clerk, the Operations Manager and the Chair of Operations and Planning evaluated the tenders and are recommending that Company A be appointed to carry out the works. Images of the proposed new play equipment are included in Appendix A to this report.

3.4. Five tender bids were returned with two being discounted as they did not meet the specification. The remaining three tenders are summarised in the table below.

Company	Price	What's Included	Score
A	£39,650	Good Learning Value Good Age Range Good Play Value Good Safety Surface Quality Products	92.66%
B	£39,885	Good Play Value Good Learning Value Not enough information on Warranty and Specification	87.66%
C	£39,999	Very Basic Equipment Climbing Frame Specification not as good as others	84%

3.5. All play area equipment is RoSPA approved and once installed will be subject to a RoSPA final inspection included as part of the quotation.

4. Financial Implications

4.1 A budget of £40,000 has been agreed to refurbish and enhance the play area at Adam Lee, with monies to be reclaimed from Section 106 funding.

5. Legal Implications

5.1 Financial regulations state that items of expenditure within the annual budget of over £10,000 must be approved by the appropriate committee or Full Council.

End

Charles Porter

Operations Manager



WICKSTEED

Malvern Town Council Adam Lee Play Area

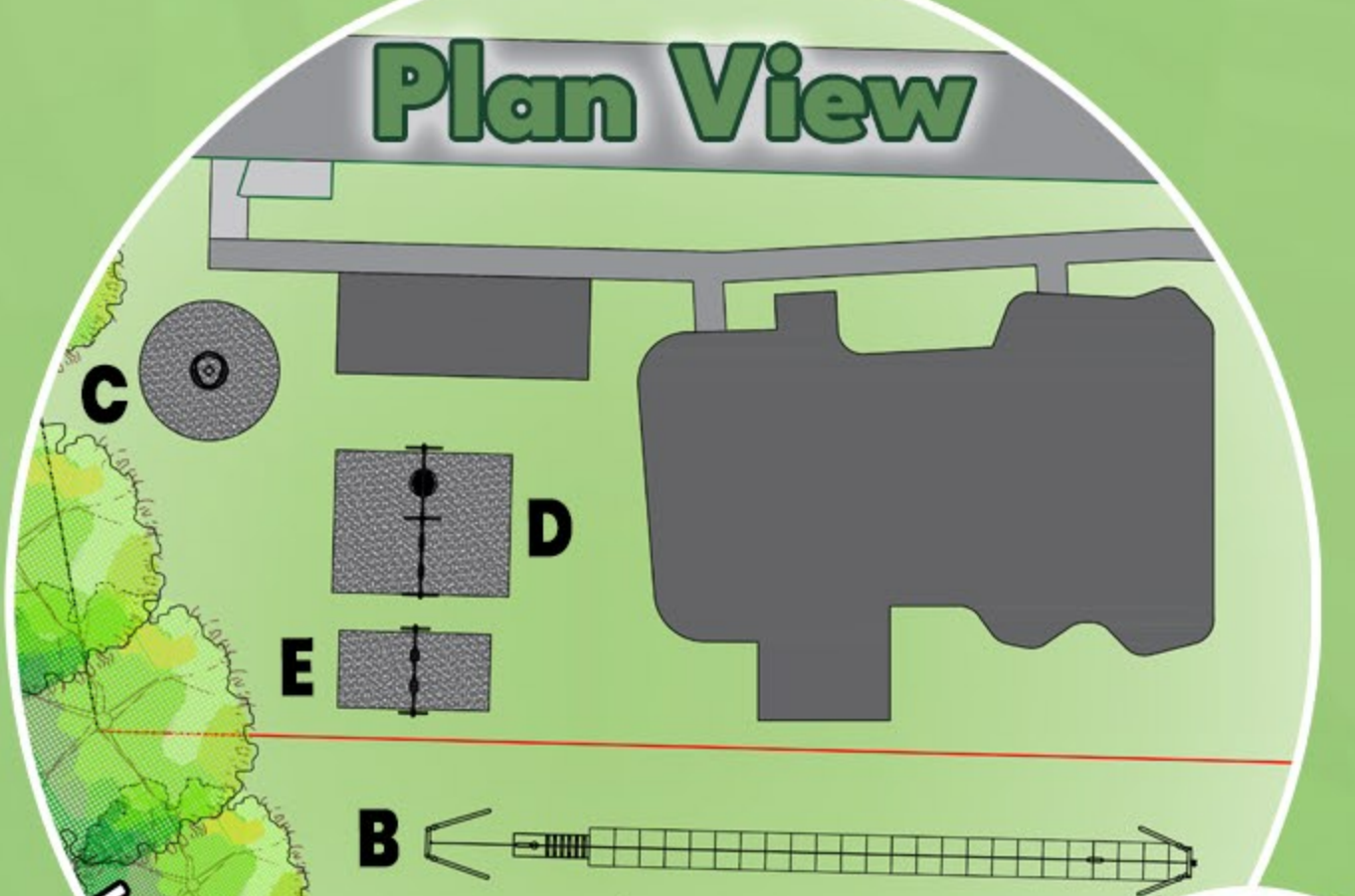
2_95046 Issue 1 - Date: 28/03/2025 - D2 - Note:
THIS IS AN ARTISTS ILLUSTRATION ONLY - REFER TO MASTER PLAN FOR DETAIL

KEY:

- A. Pick Up Sticks 5 Climbing Unit
- B. 30m Long Zip Wire
- C. Unity Spinner
- D. 2.4m High 2-Bay Viking Swing (Basket & x2 Flat Seats)
- E. 1.8m High 1-Bay Viking Swing (x2 Cradle Seats)

Pick up sticks 5 is an open-ended climbing structure. Its non-prescriptive design offers endless role-play and problem-solving opportunities with varied challenges for all abilities. The three supportive hammock style nets will provide natural islands for children to target and climb to, using a combination of agility, strength and coordination, as well as active problem solving, to traverse across the interwoven balance beams.

THIS LOOKS SOOOO MUCH FUN!!



LET'S PLAY!!

WHOOSH!

LIFETIME Metal Structure Guarantee

10 Year Paintwork Guarantee

Readily Available Spare Parts 3-10 Days



Inclusivity is really important to us. This is why we create & provide equipment that is accessible and suitable for all children, including those with disabilities. If you see this symbol, it's inclusive!



A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL

to be held on Wednesday 9th April 2025 at 6.00pm
in the Park View meeting room, Victoria Park Road, Malvern Link

MALVERN TOWN COUNCIL
CALENDAR OF MEETINGS 2025/2026

2025	
Wednesday 14 May	Annual Council
Wednesday 28 May	Operations and Planning Committee
Wednesday 4 June	Staffing Committee
Wednesday 11 June	Audit Committee
Wednesday 18 June	Policy and Resources Committee (year-end accounts)
Wednesday 25 June	Full Council (year-end accounts and annual return)
Wednesday 9 July	Operations and Planning Committee
Wednesday 16 July	Audit Committee
Wednesday 23 July	Staffing Committee
Wednesday 30 July	Full Council
Wednesday 6 August	Policy and Resources Committee
Wednesday 20 August	Operations and Planning Committee
Wednesday 3 September	Full Council
Wednesday 1 October	Operations and Planning Committee
Wednesday 8 October	Policy and Resources Committee (grants)
Wednesday 15 October	Full Council
Wednesday 22 October	Staffing Committee
Wednesday 29 October	Policy and Resources Committee
Wednesday 12 November	Full Council
Wednesday 19 November	Operations and Planning Committee
Wednesday 26 November	Policy and Resources Committee (budget)

**AGENDA ITEM 9
REPORT CL02/24**

Wednesday 3 December	Audit Committee
Wednesday 10 December	Policy and Resources Committee (budget)
Wednesday 17 December	Full Council (final budget)
2026	
Wednesday 21 January	Staffing Committee
Wednesday 28 January	Operations and Planning Committee
Wednesday 4 February	Policy and Resources Committee
Wednesday 11 February	Full Council
Wednesday 18 February	Audit Committee
Wednesday 4 March	Full Council
Wednesday 11 March	Operations and Planning Committee
Wednesday 25 March	Policy and Resources Committee (grants)
Wednesday 8 April	Full Council
Wednesday 15 April	Staffing Committee
Wednesday 22 April	Annual Town Meeting
Wednesday 29 April	Operations and Planning Committee
Wednesday 6 May	Policy and Resources Committee
Wednesday 13 May	Annual Council

**A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL**

to be held on Wednesday 9 April 2025 at 6.00pm

in the Park View Meeting Room, Community Hub, Victoria Park Road, Malvern Link

DEVOLUTION SUB-COMMITTEE

1. Purpose of Report

1.1. For decision.

2. Recommendation

2.1. Malvern Town Council notes the current proposals for devolution under the Governments White Paper and agrees its commitment to work with both the County and District Councils to ensure that the views of residents are heard and that the best possible outcome is secured for the Town.

2.2. A devolution sub-committee should be set up consisting of members of the Emergency decision-making panel (i.e. chairs and vice-chairs of council and committees). This sub-committee to work with officers and other partner organisations to ensure that the best possible outcome is secured for the Town and to report back to Full Council as necessary.

3. Background

3.1. The government published the English Devolution White Paper on 16 December 2024. This sets out the government's plans for the devolution of powers from central to local government.

3.2. The proposals are for the reorganisation of local government by abolishing District and County Councils and replacing them with Unitary Councils responsible for both County and District functions.

3.3. Two main options for the new unitary authority in Worcestershire have been identified and discussed, a whole Worcestershire unitary council and two unitary councils, one for North Worcestershire and one for South Worcestershire.

3.4. Malvern Hills District Council held an extraordinary meeting on 18 March to discuss and agree a draft interim plan ahead of its submission on 21 March. More detailed reorganisation proposals are to be submitted to the government by 28 November 2025. Malvern Hills District Council have expressed the view that a two unitary council option for Worcestershire is likely to provide the better solution, with the County Council and other District Councils all having a formal position on this matter.

3.5. Worcestershire CALC have expressed the view that Town and Parish Council should take an active part in the process of devolution and in Droitwich the Council have formally requested involvement in discussions relating to local Government reorganisation.

3.6. It is acknowledged, however that any transfer of services to Town or Parish Council cannot be guaranteed and will have an impact on precept levels. For this reason, more financial information and consultation with partner organisations will be required before fully informed decisions can be made.

3.7. There are no provisions with the current White Paper for any transfer of assets or services to Town or Parish Councils, all will go from District and County Councils to the new unitary authority or authorities.

3.8. Devolution was discussed at the recent MTC/MHDC liaison meeting where it was confirmed that the Town Council would be consulted on the plan, probably during the summer period. It is therefore thought prudent that a sub-committee could begin discussions, engagement and scrutiny ahead of any consultation or discussions.

3.9. The suggestion is for the group to be made up of the elected chairs and vice-chairs of council and committees so they can give a voice to these groups.

4. Financial Implications

4.1. Financial implications are at this point unknown and fact finding would be under the remit of the sub-committee.

5. Legal Implications

5.1. The Government White Paper on Devolution can be found on the gov.uk website.

End
Linda Blake
Town Clerk

**A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL**

to be held on Wednesday 9 April 2025 at 6.00pm

in the Park View Meeting Room, Community Hub, Victoria Park Road, Malvern Link

RECOMMENDATIONS FROM AIMS AND OBJECTIVES

TASK AND FINISH GROUP

1. Purpose of Report

1.1. For decision.

2. Recommendation

2.1. Full Council is asked to consider the recommendations from the meeting of the Aims and Objectives Task and Finish Group held on 1 April 2025 and listed below.

Minute 4 Draft Aims and Objectives

Following a comprehensive discussion, the task and finish group drafted a set of aims and objectives to be **RECOMMENDED** to Full Council. These are attached at Appendix A to this report.

3. Background

3.1. At a meeting of Full Council held on 12 September 2018, it was resolved that committees would approve their own minutes for accuracy with any recommendations from committee meetings being taken separately to be accepted by Full Council before being put into effect. The same applies to working parties as applicable.

3.2. Full Council is therefore asked to consider the recommendation(s) listed in 2.1 above and to approve, amend or refer back to the working party as appropriate.

3.3. If any councillor has any queries relating to a recommendation, it is suggested that they raise it with either the Town Clerk or Chair before the Council meeting.

4. Financial Implications

4.1. None pertaining to this report.

5. Legal Implications

5.1. Council decisions are supreme and therefore any changes to recommendations can be made with final agreement at Full Council.

End
Linda Blake
Town Clerk

Malvern Town Council
Aims and Objectives – April 2025







**A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL**

to be held on Wednesday 9 April 2025 at 6.00pm

in the Park View Meeting Room, Community Hub, Victoria Park Road, Malvern Link

OPERATIONS AND PLANNING COMMITTEE RECOMMENDATIONS

1. Purpose of Report

1.1. For decision.

2. Recommendation

2.1. Full Council is asked to consider the recommendations from the meeting of Operations and Planning Committee held on 12 March 2025 and listed below.

Minute 66 – Review of Charges for Park View Community Room

It was **RECOMMENDED** that:

- the current charges should remain in place with a further review to take place in six months
- every year the Mayor's charity or charities should be given free use of the room
- a morning or afternoon should be set aside each week when Town Councillors would be able to book the room for relevant Town Council business

Minute 68 – VE Day Celebrations

It was **RECOMMENDED** that an event to celebrate the 80th Anniversary of VE Day should be held on Saturday 10 May at Victoria Park.

3. Background

3.1. At a meeting of Full Council held on 12 September 2018, it was resolved that committees would approve their own minutes for accuracy with any recommendations from committee meetings being taken separately to be accepted by Full Council before being put into effect.

3.2. Full Council is therefore asked to consider the recommendation(s) listed in 2.1 above and to approve, amend or refer back to committee as appropriate.

3.3. Councillors are reminded that the relevant reports as considered by committees when making their recommendations can be found within the papers distributed for the meeting and these will not be reissued.

3.4. If any councillor has any queries relating to a recommendation, it is suggested that they raise it with either the Town Clerk or Chairman of Committee before the Council meeting.

4. Financial Implications

4.1. Please see individual committee reports.

5. Legal Implications

5.1. Please see individual committee reports for specific details.

- 5.2. Council decisions are supreme and therefore any changes to recommendations can be made with final agreement at Full Council.

End
Linda Blake
Town Clerk

**A REPORT OF THE TOWN CLERK TO
A MEETING OF MALVERN TOWN COUNCIL**

to be held on Wednesday 9 April 2025 at 6.00pm

in the Park View Meeting Room, Community Hub, Victoria Park Road, Malvern Link

POLICY AND RESOURCES COMMITTEE RECOMMENDATIONS

1. Purpose of Report

1.1. For decision.

2. Recommendation

2.1. Full Council is asked to consider the recommendations from the meeting of Policy and Resources Committee held on 26 March 2025 and listed below.

Minute 48 Malvern Town Community Support Grant – Citizens Advice Bureau

It was **RECOMMENDED** that a grant of £19,000 (an increase of £1,000 from 2024/25) be awarded to the Citizens Advice Bureau for 2025/26, 2026/27 and 2027/28.

Minute 50 – Large Grants Scheme, 2nd Round 2024/25

It was **RECOMMENDED** to award the following large grants:

- 1st Malvern Scout Group - £2,500
- Malvern Community Kitchens - £954.97
- Malvern Cube - £1,475
- Malvern Spa Association - £2,500
- Barnards Green Cricket Club - £1,150
- Malvern Male Voice Choir - £2,000
- Coach House Theatre - £1,500

Minute 51 – Review of Earmarked Reserves

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

3. Background

3.1. At a meeting of Full Council held on 12 September 2018, it was resolved that committees would approve their own minutes for accuracy with any recommendations from committee meetings being taken separately to be accepted by Full Council before being put into effect.

3.2. Full Council is therefore asked to consider the recommendation(s) listed in 2.1 above and to approve, amend or refer back to committee as appropriate.

3.3. Councillors are reminded that the relevant reports as considered by committees when making their recommendations can be found within the papers distributed for the meeting and these will not be reissued.

3.4. If any councillor has any queries relating to a recommendation, it is suggested that they raise it with either the Town Clerk or Chairman of Committee before the Council meeting.

4. Financial Implications

4.1. Please see individual committee reports.

5. Legal Implications

5.1. Please see individual committee reports for specific details.

5.2. Council decisions are supreme and therefore any changes to recommendations can be made with final agreement at Full Council.

End
Linda Blake
Town Clerk