

**UNADOPTED
MALVERN TOWN COUNCIL
MINUTES OF FULL COUNCIL MEETING
in the Park View Meeting Room, Victoria Park Road, Malvern Link
held on Wednesday 12 November 2025 at 6pm**

Councillors

Present

M Birks (Chair)
D Watkins
I Dawson
A Cherry
C Fletcher
C Hooper
J MacLusky
J Leibrandt
M Jones
E Green
R McLaverty-Head
L Lowton
D Ward
W Whittaker
N Wanklin (6.30pm)

Absent

S Austin (Apologies)
K Newbigging (Apologies)
C Bovey (Apologies)
D Mead (Apologies)

Also in attendance

L Blake, Town Clerk
J Winkworth, Minute Clerk
PC Dave Olczak, Malvern Police
Malvern Gazette Reporter
Three members of the public

106. APOLOGIES FOR ABSENCE

Apologies for absence from Councillors Sean Austin, Karen Newbigging, Caroline Bovey and David Mead were **NOTED**. Cllr Nathan Wanklin had submitted apologies as he would be arriving late.

107. DECLARATIONS OF INTEREST

None.

108. MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes from the meeting of 15 October 2025, be approved and adopted as a correct record.

PUBLIC PARTICIPATION

Carolyn Withington from Barnards Green

Carolyn read out a comprehensive report regarding Barnards Green matters and gave thanks to the Mayor for her assistance with Parking in Court Road. She also gave thanks to the Town Council staff involved with the recent repairs to lights in the Green, the operatives had been there to repair the lights within the hour.

A second resident, Pauline, also in attendance at the meeting had been in contact with Cllr Malcolm Victory regarding the siting of Bollards at the east end of Barnards Green in order to prevent large HGV vehicles from driving over the central island.

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Carolyn raised a number of issues for Council's consideration:

- Planters to be placed on the central area and sponsored by companies adding colour within the Green area.
- A shelter or seating to be placed by the shade of the trees and by a planted bed. It could have a funky roof and a water butt could be attached to allow for future watering in the summertime.
- Slabs are needing attention on the paved areas.
- To obtain a grant for residents to be involved with a litter picking event?

Would it be possible for planters to be placed on the central area and sponsored by companies adding colour within the Green area.

Would it be possible for a shelter or seating to be placed by the shade of the trees and by a planted bed. It could have a funky roof and a water butt could be attached to allow for future watering in the summertime.

Some slabs are needing attention on the paved areas.

Would it be possible to obtain a grant for residents to be involved with a litter picking event?

The Court Road residents are still concerned about the volume of traffic and are still working towards sensible road management.

Mr Will Richards

Mr Richards was a previous Councillor, and recently he has been keeping up with information from the website that a staffing committee has been put in place. He had a few concerns which he addressed within the full council meeting regarding the work and support of the staffing committee and looked forward to seeing how matters progressed in the near future. The Mayor acknowledged his comments.

109. **POLICING IN MALVERN**

PC Dave Olczak, Safer Neighbourhood Officer for Pickersleigh and Chase, Malvern (West Mercia Police) attended the meeting and read out a report written by PS Jason Maiden:

Malvern Town is policed by a 24-hour patrol unit and the Safer Neighbourhood Teams of Priory, Link and Dyson, and Pickersleigh and Chase. The team are made up of 5 Safer Neighbourhood Officers and 6 Police Community Support Officers. PC Waldron and PCSO Slatter have recently joined the Link & Dyson team.

Between 1 August and October 31, 2025, there have been 1129 incident reports recorded by the Police in Malvern Town. The calls for service include a wide variety of complex policing issues, not all are crimes and not every incident has an impact upon the community at large.

There have been 84 reports of shoplifting, 11 residential burglaries and 1 theft of vehicle.

There have been 137 ASB incidents reported in this time. This has included reports of drug activity, vehicle nuisance, neighbour issues and youth ASB.

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A snapshot of what we do

Shop theft continues to be a focus for the team, targeting those who are stealing from Malvern stores. This includes prolific local offenders and travelling criminals. For example, recently a travelling group of criminals targeted a Malvern store stealing a considerable amount of stock. The group made off in a vehicle and were stopped on the West Mercia/Warwickshire border, arrested and charged on the same day.

During the summer months the team received a number of calls to derelict buildings and Malvern Theatres, with reports of youths acting in an anti-social way. Patrols were increased in the area at relevant times, issuing ASB letters where appropriate and this has seen the incidents reduce considerably.

Following initial complaints of ASB when the pump track opened and having met with Malvern Town Council in the summer, I'm happy to report that the issues have settled down.

At the start of September when schools returned, the teams focused on attending at the start and end of the day providing a visible presence and guidance to parents, particularly regarding parking issues! As last year we provided each school with a newsletter to send out to parents.

The teams take ownership of a number of neighbour issues, these are reports that often require a long-term resolution. We work closely with Platform Housing and other agencies, in particular MHDC to reach a solution.

Contact

Please contact the relevant team if you have any concerns or issues that you want to raise, or if you have community events that you would like us to attend. If you would like more information about what the team do and you're not already, please sign up to Neighbourhood Matters.

The chair opened up questions to Councillors and a couple of Councillors were concerned about the rise in shop thefts. PC Olczak reassured everyone that the station have dedicated officers who deal with shoplifting incidences now and that there is an importance for shop owners to encourage reporting of offences.

PC Dave Olczak was asked about anti-social behaviour, and he confirmed that he is only able to report on Pickersleigh and Chase area where ASB happens on a daily basis. More patrols have been conducted within Pickersleigh/Chase area to build confidence within the community.

PC Olczak confirmed on behalf of the neighbourhood policing team there had been an increase of officers to this Council's area. Other parts of Malvern have had similar additions to their Neighbourhood teams. The response teams have remained the same and they deal with the bulk of the emergency calls.

A concern was raised about the sale of illegal vapes in the community. PC Olczak reassured the Councillors that there are a number of shops that they are aware of

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and that there are joint warrants being issued with trading standards to combat this reoccurring problem.

110. **MAYOR'S ANNOUNCEMENTS**

The Mayor read out the following report to the Full Council:

I've attended Remembrance and Armistice events, and the message has been about peace, forgiveness and building trust. At the same time individual councillor's have expressed concerns that we are a Council that is not at peace, one where differences in opinion can be seen as polarising rather than agreeing to disagree and valuing one another when our opinions do not align.

The Mayor expressed her wish for colleagues to be more respectful to each other and work together in partnership to provide the best service to the residents of Malvern Town - building an open trust.

The Aims and Objectives have been redrawn, and they focus largely on the well-being and health of our community. Let's build the best Council we can together - putting all our energy into delivering a Town Council that does its best to serve its community.

Cllr Wanklin arrived during this report at 6.30pm.

111. **UPDATE ON TOWN COUNCIL OPERATIONS AND ACTIVITIES**

The Town Clerk updated the full council focussing on events.

Remembrance

All Councillors who helped at the Remembrance events were thanked. This year has seen the largest turn out for many years.

The Town Clerk thanked MTC's Events and Communications officer Amy Bromage, who has stepped up to lead on these events in the absence of an events team member.

Christmas Lights Switch-on

The lights will be erected throughout the town during the weekend of 16/17 November. Christmas Trees will also be erected in Great Malvern, Malvern Link and Barnards Green.

Works to repair the walls on Belle Vue Terrace have now finished which means there will be no impact on the Switch-on Event on 22 November.

Charity Christmas Cards, which have been designed by the young people from MSF, will be on sale at the Switch-on event with all proceeds going to Malvern Special Families, the Mayor's charity for 2025/26.

Victoria Park Skatepark

The initial skatepark consultation has now been launched and is in place until 1 December. As part of the tender process, the winning contractor, Maverick are running the initial phase of the consultation involving an online questionnaire. Following the consultation period, there will be a focus event held at the community hub where the skateboarding community can view the final designs.

Victoria Park Play Area

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The consultation questionnaire has also been launched for the pending play area refurbishment. Forms will also be available at the Town Council stand during the light switch-on event.

Lighting at Victoria Park

The Operations Team have been digging trenches for the moling works for the new lighting to be added to the pathways leading to the top car park. The installations should take place within the next two weeks.

112. REPORTS BY COUNTY AND DISTRICT COUNCIL REPRESENTATIVES IN ATTENDANCE

There were no County or District Council representatives present at the meeting.

The minute clerk had forwarded three reports prior to the meeting from Cllrs McSweeney, McVey and Victory.

Councillor Watkins requested that the reports were forwarded to the Town Council in a more timely manner which would enable them to be sent to Councillors more in advance.

113. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

No meetings had taken place from CALC although the AGM is scheduled for Thursday 13 November in Wyre Forest, of which the Town Clerk and two Councillors were going to be in attendance.

114. MEMBER'S QUESTIONS

Cllr Lou Lowton had submitted a member's question.

The question and answer was circulated at the meeting as follows:

Question

Where are we with the election procedure for the link vacancy following Cllr Green's resignation?

Could we please have dates for the timeline.

Answer

Malvern Hills District Council have been notified of this vacancy, and a notice of vacancy will be published at the end of November 2025.

An election will be held to fill the vacancy if within 14 working days a request to fill said vacancy is made to the returning officer by 10 electors for Link Ward.

If an election is held the latest date for this will be Wednesday 25 February 2026. If not, the vacancy will be filled by co-option at the meeting of Full Council on Wednesday 11 February 2026.

The Mayor also took this opportunity to thank Cllr Jude Green following her recent resignation, for her significant contributions to the Town Council and to Link Ward. The Town Council send her their very best wishes and thank her very much.

115. APPOINTMENT OF CO-OPTED COUNCILLORS TO COMMITTEES

Report CL01/25 was received and accepted.

The Town Clerk noted that there was a vacancy on two committees, one on Operations and Planning and one on Policy and Resources.

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It was **RESOLVED** that Cllr Deb Ward would be appointed to Policy and Resources Committee and that Cllr Wayne Whittaker would be appointed to the Operations and Planning Committee.

116. APPOINTMENT OF MEMBER TO COMMUNITY ENGAGEMENT SUB-COMMITTEE

Report CL02/25 was received and accepted.

It was **AGREED** that Cllr Wayne Whittaker would be appointed to the Community Engagement Sub-Committee.

Cllr Jones left the room at 6.50pm

117. UPDATE FROM MALVERN TWINNING STEERING GROUP

The Mayor updated the council regarding a recent meeting that took place on 28 October with the three twinning associations, Marianske Lazne, Bagneres de Bigorre and Korosten.

The groups would like the Town Council to add information about the Twinning Groups on the Town Council's website, investigate having a photo display on Church Walk, encourage engagement from younger members and look into fundraising together.

Cllr Jones returned to the room at 6.53pm.

118. RECOMMENDATIONS FROM STAFFING COMMITTEE

Report CL03/25 was received and accepted.

Cllr Leibrandt, Chair of Staffing Committee presented the recommendations from the meeting held on 22 October 2025.

Minute item 1

A lengthy discussion took place on the requirements of substitutes within the staffing committee with or without basic staffing training from CALC.

It was **AGREED** that Human Resources Training should be made available to all Town Councillors.

Following two agreed amendments to the proposed motion it was **RESOLVED** that Substitutes will be allowed on the Staffing Committee from the Policy and Resources Committee only. This will be for a period of 3 months to allow training to be made available to all Town Councillors.

Minute item 5

It was **RESOLVED** that Cllr Green would work with the Town Clerk to get a list of Unions and to meet with Union Representatives.

It was further **RESOLVED** that Staffing Committee should prepare a short statement to be sent to the staff, explaining what the staffing committee is for and what positive benefits it could have. It should explain that the main focus of the Staffing Committee is staff development and recognition.

Minute item 8

It was **AGREED** that Full Council forward discussion of the Staffing Budget for 2026/27 to Policy and Resources committee.

Cllr Emma Green left the room at 7.36pm

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119. PURCHASE OF NEW CHRISTMAS LIGHTS FOR GREAT MALVERN

The Town Clerk confirmed that lights are due to be erected in Priory Walk within the next week. Unfortunately, the works in Priory Grounds have been deferred due to complications surrounding permissions for how and where the lights will be erected. It is hoped that these can be resolved before Christmas 2026.

120. ENGAGEMENT OF COMMUNITY DEVELOPMENT OFFICER

Report CL04/25 was received and accepted.

Following a brief discussion and questions from Councillors it was **RESOLVED** that the Town Council would submit an application for Section 106 funding to support the appointment of a place-based Community Development Officer.

It was noted that any official appointment would need to be endorsed by Full Council following funding approval.

Cllr Emma Green returned to the room at 7.38pm.

121. NOTICE OF MOTION WEEKLY INCLUSIVE FITNESS CLASSES FOR THE MALVERN COMMUNITY

Report CL05/25 was received and accepted.

A notice of motion was submitted for weekly, free, inclusive fitness classes in Malvern to improve physical and mental wellbeing, reduce social isolation, support local instructors, and give all residents including those on low incomes – an opportunity to participate and stay active.

Following a short discussion, it was **AGREED** to fund qualified fitness instructors to deliver an inclusive, all-level fitness class once per week in Victoria Park at the Community Hub as per the motion at Agenda Item 16.

122. NOTICE OF MOTION ESTABLISHMENT OF AN ENVIRONMENTAL TASK AND FINISH GROUP

Report CL06/25 was received and accepted.

Cllr Anne Cherry left the room at 7.55pm and returned at 7.57pm when Cllr Julie MacLusky left the room.

Under Standing Order 3X, Councillor Josie Leibrandt proposed that the meeting be extended until 8.15pm. A vote was taken and the extension agreed.

It was **RESOLVED** that Full Council establish an Environmental Task and Finish group reporting back to Operations and Planning Committee and Full Council. It was **AGREED** that Councillors Mel Jones, Lou Lowton, Wayne Whittaker and Josie Leibrandt would serve on this group.

It was further **RESOLVED** that the Environmental Task and Finish group will review the achievements of Town Council against previously agreed targets, review environmental targets, look at effectiveness of having Environmental matters in Operations and Planning, look at ways to promote Environmental achievements and objectives to Malvern constituents and consider what committee structure would be best placed to meet the Environmental Policy objectives.

Cllr MacLusky returned to the room at 8pm.

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123. NOTICE OF MOTION FUNDING FOR INDEPENDENT LEGAL ADVICE REGARDING STAFFING COMMITTEE OBLIGATIONS

Report CL07/25 was received and accepted.

It was **NOTED** that point 2 of this motion had already been dealt with under Agenda Item 13 and could not be debated again.

Following a discussion by Councillors, point 1 from this notice of motion was withdrawn.

124. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting of Full Council would take place on Wednesday 17 December 2025 at 6.00pm in the Park View meeting room.

EXCLUSION OF THE PRESS AND PUBLIC

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.

125. ROSE BANK GARDENS UPDATE

The Town Clerk gave an update on Rose Bank Gardens.

Cllr Lou Lowton left the room at 8.12pm during this agenda item and returned a short while later.

The meeting finished at 8.15pm.

.....(Chair)