

**UNADOPTED
MALVERN TOWN COUNCIL**

MINUTES OF EXTRA-ORDINARY COUNCIL MEETING

**in the Park View Meeting Room, Victoria Park Road, Malvern Link
held on Wednesday 14 January 2026 at 6pm**

Councillors

Present

M Birks (Chair)
D Watkins
I Dawson
A Cherry
C Fletcher
K Newbigging
J MacLusky
D Mead
N Wanklin (6.01pm)
W Whittaker (6.01pm)
C Hooper (6.01pm)
E Green (6.02pm)
J Leibrandt (6.02pm)
M Jones (6.02pm)
L Lowton (6.03pm)

Absent

S Austin (Apologies)
D Ward (Apologies)
C Bovey (Apologies)

Also in attendance

L Blake, Town Clerk
J Winkworth, Minute Clerk

144. APOLOGIES FOR ABSENCE

Apologies for absence from Councillors Sean Austin, Deb Ward and Caroline Bovey were **NOTED**.

Councillors Nathan Wanklin, Wayne Whittaker and Clive Hooper arrived at 6.01pm.

145. DECLARATIONS OF INTEREST

None.

Councillors Emma Green, Josie Leibrandt and Mel Jones arrived at 6.02pm.

PUBLIC PARTICIPATION

None.

Councillor Lou Lowton arrived at 6.03pm.

146. OPERATIONAL IMPLICATIONS OF NOTICE OF MOTIONS

The Mayor invited Councillors to give their views on the operational implications of Notice of Motions. With the recent introduction of two new committees, meetings are now being held on most Wednesday evenings and with the work required to issue agendas, reports and minutes on a weekly basis, this has resulted in less staff time being available to action resolutions.

It was noted that there is currently no requirement for any plans to be put in place for the deliverance of Notices of Motions meaning that the following elements are not fully considered when the motion is debated.

UNADOPTED

- Full Consideration of costs (resource implications)
- Staff time required for implementing the Notices of Motion
- How are the Notices of Motions going to be managed?

Cllr Emma Green left the room at 6.34pm.

Cllr Dawson suggested that it would be useful to see a report of any outstanding Notices of Motions including what the constraining factors have been in their delivery.

Cllr Emma Green returned to the room at 6.37pm.

Cllr Josie Leibrandt left the room at 6.38pm.

Cllr Mead stated that Town Council staff have a finite capacity and so there should be more consideration for staff resource implications, long term or short term, costings and who may lead on the project as this will have consequences for the day to day running of the Town Council.

Cllr Josie Leibrandt returned to the room at 6.41pm.

The need for an extra member of staff to assist with meetings was discussed and it was noted that a meeting of the Chairs of Committees had taken place to try and reduce the number of regular meetings.

Cllr Mel Jones left the room at 6.48pm.

Some Councillors felt that there was already a clear process for the submission of Notice of Motions in place and that resource implications could be reviewed more fully once a motion has been agreed.

Cllr Mel Jones returned to the room at 6.50pm.

It was **AGREED** that the Town Clerk present a report on any outstanding Notices of Motions, and the reasons for those, at the next Full Council meeting in February 2026.

147. DATE AND TIME OF NEXT MEETING

It was **AGREED** that the date of the next meeting of Full Council would take place on Wednesday 11 February 2026 at 6.00pm.

There were no press or public present at this meeting, although formal exclusion took place.

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.

Cllr Julie MacLusky left the room at 7.08pm, returned at 7.10pm and subsequently left the meeting at 7.11pm.

148. ROSE BANK GARDENS UPDATE

Report CL01/25 was circulated at the meeting, and the Chair gave the Councillors time to read the report.

Councillors Anne Cherry, Wayne Whittaker, Lou Lowton, Mel Jones, and Karen Newbigging left the room between the period of 7.24pm and returned by 7.31pm.

A discussion took place between the Town Clerk and the Councillors and it was noted that further information should be available for the next meeting.

Cllr David Mead left the meeting at 7.50pm.

UNADOPTED

Under Standing Order 3X, Councillor Clive Hooper proposed that the meeting be extended until 8.10pm. A vote was taken and the extension agreed.

149. STAFFING COMMITTEE MATTERS

A discussion took place regarding Staffing Committee matters.

A number of points around the workings and progress of this committee were raised and discussed. No formal resolutions were made.

The meeting finished at 8.10 pm.

.....(Chair)

DRAFT