

**MINUTES OF A MEETING OF
THE OPERATIONS AND PLANNING COMMITTEE
MALVERN TOWN COUNCIL**

**held in the Park View Meeting Room, Community Hub, Victoria Park
Wednesday 29 April 2026 at 4.30pm**

Councillors

Present

D Mead (Chair)
S Austin
D Watkins
W Whittaker
J MacLusky
C Bovey
J Leibrandt (4.36pm)
A Cherry (4.43pm)

Absent

E Green (Apologies)
N Wanklin (Apologies)

Also in attendance

L Blake - Town Clerk
C Porter – Operations Manager
J Winkworth – Minute Clerk
Cllr K Newbigging
Cllr M Birks (4.55pm)

98. APOLOGIES FOR ABSENCE

Apologies were **NOTED** from Councillor Green who had substituted Cllr Newbigging and apologies for lateness were **NOTED** from Councillors Cherry and Leibrandt.

99. DECLARATIONS OF INTEREST

None.

100. MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the following meeting be approved and adopted as a correct record of the proceedings, and these were signed by the Chair:

- Operations and Planning Committee meeting Wednesday 1 April 2026.

PUBLIC PARTICIPATION

None.

101. MALVERN/BITAIN IN BLOOM 2026

Report OC01/25 was received and accepted.

The Town Council have been informed of the two dates for the Regional and National Judging Days for the Malvern/Britain in Bloom 2026 entries.

22 July 2026 Regional

5 August 2026 National

The route will commence from Victoria Park on both judging days, and the same route will be used.

A further planning meeting will take place in the Park View meeting room on Thursday 7 May at 5pm.

Cllr Josie Leibrandt arrived at 4.36pm.

102. LABYRINTH AT MALVERN CEMETERY

Report OC02/25 was received and accepted.

An example of a Labyrinth was handed out to Councillors whilst the Operations Manager gave a brief update on this idea which forms part of the Bloom Campaign for 2026.

It was **AGREED** that Town Council working with a group of volunteers would create a labyrinth of turf and stone in the front lawn of Great Malvern Cemetery.

Cllr Anne Cherry arrived at 4.43pm.

103. JUNIOR PARK RUN PLANS

Report OC03/25 was received and noted.

The Town Clerk distributed a proposed route for the Parkrun within Victoria Park for the Councillors to view and updated the committee on a recent meeting which took place on site with a Parkrun Ambassador.

Following a lengthy discussion, it was **RECOMMENDED** in principle to allow Parkrun to use the land within Victoria Park for their weekly Parkrun sessions on a Sunday morning provided the event was fully self-sustaining and run by volunteers through the Parkrun Structure and funding was in place from Public Health Grant monies.

Cllr Marilyn Birks arrived at 4.55pm

104. REVIEW OF CHARGES FOR PARK VIEW COMMUNITY ROOM

Report OC04/25 was received and accepted.

The Town Clerk had provided further information as requested at the previous Operations and Planning meeting earlier in April.

Following a short discussion, a number of proposals were put forward and considered.

Further discussions took place and it was **FURTHER RECOMMENDED** that the Park View meeting room pricing structure should be as follows:

To increase the Private use charge by £2 per hour to £17 per hour plus VAT

Community Group/Charity Use remain the same at £12 per hour plus VAT

105. TOWN COUNCIL EVENTS 2026

Mayor's Peaks Challenge

The Town Clerk thanked everyone for their involvement with the forthcoming event. There are approximate 80 walkers who have registered for the two walks in aid of Malvern Special Families. The Funday will take place in Rose Bank Gardens, welcoming the walkers back.

Bands in the Park

The Operations Manager and Town Clerk had visited Priory Park to carry out a more detailed Risk Assessment taking into account the building works taking place at the rear of the theatres.

The amount of space available to sit in has been drastically reduced and a guidance note will be distributed to stewards each week.

There is no storage this year therefore all equipment will need to be transported each week to the site and set out with the use of a new trolley.

106. WORK PROGRAMME AND OPERATIONS UPDATE

Report OC05/25 was received and accepted.

The Operations Manager confirmed that a new works programme had been compiled for the year.

107. SKATEPARK AT VICTORIA PARK

The Town Clerk updated the committee following a recent meeting with the Bowls Club, discussions went well. Officers will meet with the contractor to determine the next steps and compile a timetable for the works.

108. VICTORIA PARK PLAY AREA

The Operations Manager had met recently with the contractor, and the work will start week commencing 18 May 2026 with a potential build time of 45 days.

The toddler area and swings will be fenced off for the public to use whilst the works are taking place, and it may be possible to open up the trim trail area as work progresses, but signposting will be displayed around the play area and announcements made on social media.

109. PLANNING CONSULTATIONS

Report OC06/25 was received and accepted.

M/26/00578/FUL – 6 -8 Graham Road, Malvern, WR14 2HN

Committee discussed this planning application and felt the Town Council should respond as a committee due to the economic effect this application may have on retail business within the community. The committee felt it was important to have a diverse sector for retail.

110. DATE AND TIME OF NEXT MEETING

The Chair thanked everyone for their attendance and input, and it was **AGREED** the next meeting of the Operations and Planning Committee would be held on Wednesday 27 May 2026 at 6.00pm.

The meeting finished at 5.38pm.

.....(Chair)