

**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 27 May 2026 at 6pm**

**Councillors**

**Present**

D Mead (Chair)  
M Birks  
A Cherry  
H Clements  
S Austin  
D Watkins  
W Whittaker (6.08pm)

**Absent**

C Bovey (Apologies)  
E Green (Apologies)  
J MacLusky (Apologies)

**Also in attendance**

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

**1. ELECTION OF CHAIR**

Cllr David Mead was elected as Chair of Operations and Planning Committee for 2026/27.

**2. ELECTION OF VICE-CHAIR**

Cllr Anne Cherry was elected as Vice-chair of Operations and Planning Committee for 2026/27.

**3. APOLOGIES FOR ABSENCE**

Apologies were **NOTED** from Councillors Green, Bovey and MacLusky. Cllr Bovey had substituted Cllr Fletcher.

**4. DECLARATIONS OF INTEREST**

None.

**5. 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 29 April 2026.

## **PUBLIC PARTICIPATION**

None.

### **6. CHARITY FUNDRAISING AT THE CHRISTMAS LIGHT SWITCH-ON EVENT**

Report OC01/26 was received and accepted.

The Committee **RECOMMENDED** that four smaller Malvern based charities will be recipients of the monies raised at the Christmas Light Switch-on on Saturday 21 November 2026 following selection by Councillor short listing and a public poll.

Cllr Wayne Whittaker arrived at 6.08pm.

### **7. LABYRINTH AT MALVERN CEMETERY**

The Town Clerk gave an update with regards to the suggested collaboration between Raytheon, a local defence company, working with MTC to design and build a labyrinth at Great Malvern Cemetery.

Following receipt of concerns and further investigations, a decision had been made at a recent meeting of the Emergency Decision Making Group to decline the companies offer of voluntary help due to reputational risk to the Town Council. Therefore, the Town Council are still seeking volunteers to assist with the build at the Cemetery.

Councillors Birks and Cherry agreed to speak to and make contact with local youth groups to see if anyone could offer support.

The Operations Manager left the room at 6.32pm and returned shortly after.

### **8. SECTION 106 FUNDING**

Report OC02/26 was received and accepted.

Committee **RECOMMENDED** the following actions to be taken with regards to Section 106 contributions that are available for public open spaces owned by the Town Council as follows:

- a) The funding of £23,869.19 for Lower Howsell Road would be used for replacement play equipment to include:
  - 1 x 4 seat seesaw (one side with back support)
  - 1 bay nest swing (accessible)
  - 1 x 2 bay swing & with two flat swings
  - 1 cradle swing and one accessible seat
- b) Adam Lee
  - i) To earmark approximately £20k of monies to tarmac the car park, which in turn will improve the play facility and its accessibility
  - ii) To gain further information from the community via public consultation for the use of any remaining funds

### **9. TOWN COUNCIL EVENTS 2026**

#### **Bands in the Park**

Bands in the Park has now commenced. The recent Sunday session had the highest attendance this season, even though the area has been drastically restricted with the continued refurbishment of Malvern Theatres.

A table and chairs have now been supplied for Councillors to facilitate the surgeries from, along with high viz jackets and clipboards as requested.

UNADOPTED

To avoid any confusion the hard copy of the stewarding requirements will be included within the Bands in the Park pack.

Malvern in Bloom

Malvern in Bloom is progressing well ,and the route and timings for both days are now confirmed, and community tasks are all under way.

Community in Colour

This event is being held on 11 July with many community groups and activities linked to Malvern in Bloom. The Town Council are also hoping to hold the official opening of the play area on this date too.

**10. SKATEPARK AT VICTORIA PARK**

The Operations Manager confirmed that Maverick had now provided the final set designs for the skatepark. These designs will be used for the permitted development application with MHDC Planning whom Maverick will liaise with on our behalf.

**11. VICTORIA PARK PLAY AREA**

The Operations Manager confirmed that work was on target with the refurbishment of the play area. The removal of the old play area had taken place quickly and some of the new items have been partially built and seen in place already.

The Operations Manager is hopeful that one of the replacement basketball court back boards will be in place within the next three weeks.

**12. WORK PROGRAMME AND OPERATIONS UPDATE**

Report OC03/26 was received and accepted.

The Operations Manager confirmed that new Bedding plants would commence during the first week of June. Hanging Baskets and troughs will also appear during the second week of June or earlier if appropriate.

Cllr Iain Dawson arrived at 6.58pm

**13. ENVIRONMENTAL MATTERS**

Report OC04/26 was received and accepted.

None.

**14. PLANNING CONSULTATIONS**

Report OC05/26 was received and accepted.

None.

**15. DATE AND TIME OF NEXT MEETING**

The Chair thanked everyone for their attendance and input.

There were several future apologies from members for the meeting scheduled for Wednesday 1 July 2026. Therefore, it was **AGREED** a new date should be arranged for the next Operations and Planning meeting.

The meeting finished at 7.02pm.

.....(Chair)