

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

held on Wednesday 10 October 2018

in the Council Chamber, Belle Vue Terrace, Malvern, at 6.00 pm

Councillors

Present

S Charles (Chairman)
I Hopwood
L Lambeth
P Newton
N Mills
P Smith
D Watkins

Absent

C Bovey (apologies)
H Campbell (apologies)

In attendance

Cllr C Palmer – Mayor
Linda Blake – Town Clerk
Charles Porter – Operations Manager
Louise Wall – Minute Clerk

19. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Cllr Caroline Bovey – work commitment
- Cllr Hannah Campbell – work commitment

20. DECLARATIONS OF INTEREST

- Cllr Neville Mills – allotment holder, CAB representative and member of SSAFA
- Cllr Ian Hopwood – Air Cadets

PUBLIC PARTICIPATION

None.

21. HEART OF ENGLAND IN BLOOM 2019

Report OC01/18 was received and accepted. The Town Clerk explained that there were four options for the town's entry into the 2019 competition:

- No entry to be submitted
- Enter Great Malvern Cemetery into the Parks and Open Spaces as in 2018
- Enter into the 'Town' category. This represents a population of 6,001 to 12,000 and probably three Town Council Wards
- Enter into the 'Large Town' category as in 2017

Officers would favour the 'Town' category as Priory, Chase and Pickersleigh wards would be entered, which would cover a good range of Town Council sites and ensure a high-quality entry which can be managed by the Town Council staff.

The Operations Manager explained that entry into the 'Town' category would mean that the Operations Team would be able to concentrate on the three suggested wards and encompass works that were already planned for Town Council assets in these areas.

It was **RECOMMENDED** that Malvern Town Council enters into the 'Town' category in the Heart of England in Bloom Campaign 2019.

22. ARMED FORCES DAY 2019

Report OC02/18 was received and accepted. The Town Clerk reminded members that there had been no Armed Forces Day in 2018. The suggested format for 2019 was for a community event to be held in Victoria Park combining celebration of the Armed Forces with food and drinks stalls, military displays and bands, and historical re-enactments.

It was suggested that there should be a large marquee made available for the cadets to use in case of inclement weather and that the Chelsea Pensioners should be invited and hosted overnight.

It was **AGREED** that the four County Councillors for Malvern wards be asked for financial support and an application be made to the Ministry of Defence for a grant.

It was **AGREED** to approach the new District Councillors once they have taken office in May 2019 for a donation from their district allowances.

It was **RECOMMENDED** that the Town Council should hold an Armed Forces Day on Saturday 29 June 2019.

23. OPERATIONAL PROJECTS 2019/20

Report OC03/18 was received and noted.

The Operations Manager explained the projects that were proposed in appendix A and their order of priority.

It was **AGREED** that the Operational Projects listed in appendix A to the report to a value of £65,000 be approved and included in the 2019/20 budget for agreement by Council in December 2018.

24. OPERATIONAL VEHICLE AND MACHINERY REPLACEMENT BUDGET 2019/20

Report OC04/18 was received and discussed.

It was **AGREED** that:

- i) The rough cut mower be replaced in 2019/20 at a cost of £3,000, to be taken from the vehicle machinery replacement reserve
- ii) £10,000 to be put into the Vehicle/Machinery Replacement Reserve to allow the build-up of a fund to purchase council vehicles and machinery in the coming years

25. REVIEW OF CHARGES FOR TOWN COUNCIL OPERATIONAL SERVICES 2019/20

Report OC05/18 was received and discussed.

It was **AGREED** that the charges for Town Council operational services to be included in the draft budget for 2019/20 should be as follows:

- i) Cemetery charges – to be increased by 2%
- ii) Allotment charges – to be held at current level
- iii) Sports hire charges – to be increased by 2%

26. WORK PROGRAMME

Work programme OC06/18 was noted. The Operations Manager reported that all spring bedding was now planted out and all fencing projects at play areas completed. There is a new flower tower in place and planted up outside the sorting office on Abbey Road.

The only works left to be completed are the path works at Lansdowne Crescent and Station Road Gardens and these would take place soon.

Cllr Smith thanked the Operations Team for their success in keeping Belle Vue Terrace and the other flower displays in the town so vibrant throughout the summer.

27. PLANNING CONSULTATIONS

Report OC07/18 was considered.

- a) There were no specific planning applications raise by ward members, officers or members of the public
- b) Planning ref 18/01092/FUL Land at Mill Lane, Malvern

A copy of the proposed site layout was handed out at the meeting for information.

It was **AGREED** that Council support application 18/01092/FUL subject to the following comment being submitted to Malvern Hills District Council:

- The ponds should be fenced for safety reasons

It was **AGREED** that Councillor Cynthia Palmer would attend the Southern Area Planning Committee meeting to speak on behalf of the Town Council when the revised proposal for the land at north-east Malvern 15/01625/OUT is considered.

Cllr Peter Smith left the meeting at 7.20pm

28. DATE AND TIME OF NEXT MEETING

The next meeting of the Operations and Planning Committee will be on Wednesday 14 November 2018 at 6.00 pm.

The meeting ended at 7.22 pm.

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(Chairman)