

**UNADOPTED
MINUTES OF A MEETING OF
MALVERN TOWN COUNCIL**

held on Wednesday 12 September 2018

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

Councillors

Present

C Palmer (Chairman)
J Cain
H Campbell (arrived 6.05 pm)
J Campbell (left 6.45 pm)
L Lambeth (arrived 6.04 pm)
P Mewton
N Mills
N Morton
J O'Donnell
P Smith
J Thomas
P Tuthill (arrived 6.50 pm)
D Watkins

Absent

C Bovey (apologies)
M Campbell (apologies)
S Charles (apologies)
M Fletcher
M Harvey
I Hopwood (apologies)
B Regimbeau (apologies)

In attendance

Linda Blake – Town Clerk
Louise Wall – Minute Clerk

63. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Councillor Caroline Bovey – illness
- Councillor Matt Campbell – work commitments
- Councillor Samantha Charles – work commitments
- Councillor Ian Hopwood – holiday
- Councillor Brian Regimbeau – illness

64. DECLARATIONS OF INTEREST

- Cllr Jeremy Thomas – member of Malvern Theatres
- Cllr Cynthia Palmer – member of Malvern Theatres
- Cllr James O'Donnell – Malvern Hills Trust member, Worcestershire County Councillor, Malvern Hills District Councillor
- Cllr David Watkins – District Councillor

Cllr L Lambeth joined the meeting

65. MINUTES OF PREVIOUS MEETINGS

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

- Full Council meeting 4 July 2018

PUBLIC PARTICIPATION

There was no public participation.

66. MALVERN THEATRES – CAPITAL DEVELOPMENT

Nic Lloyd, Chief Executive and Programmer of Malvern Theatres, presented detailed plans for the creation of a new dedicated education and rehearsal space.

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This addition to the existing building will provide a much needed area for the venue's continually expanding programme of learning and participatory events, including a range of classes, art workshops, fitness activities and talks. The area will provide a rehearsal space, both for its own professional co-productions and also for the talented Malvern Theatres Young Company, who will be able to present more productions as a result.

Cllr H Campbell joined the meeting

A model of the scheme brought to the meeting helped demonstrate how the new addition will present a simple and unified façade to the front of the building, which will link with the Priory visually through its lighting and the colour of the construction materials. The £1 million funding required has already been raised from donations and restoration fees.

Nic Lloyd then answered questions from members who were interested to know if the space would be available for community use and what size the new area would be.

The space will be primarily for activities and classes as mentioned above but other community uses will certainly be considered in the future. The square footage of the new floor will be comparable with the current stages so that people rehearsing can get used to the space they will have available during performances.

67. **GREAT MALVERN PRIORY – THE PRIORY PLAN**

Howard Wells gave a presentation outlining the repairs that are required to the fabric of Great Malvern Priory, both immediately and as part of phased repairs to be carried out over the coming years.

Last year, the Priory was added to Historic England's Heritage at Risk Register and classed as 'very bad'.

A condition survey has been carried out on all stonework, and a survey and conservation report carried out on the medieval stained glass which is of national importance.

The surveys show severe corrosion of the glass from many years' build-up of dirt whilst stonework is not only in need of cleaning but also urgent repairs to ensure safety of the public.

Grants are now being applied for, to carry out the most urgent repairs which will cost in the region of £243,000.

Cllr Jill Campbell left the meeting.

Members asked questions on the total cost of all required works and how much funding the Priory is requesting from the Heritage Lottery Fund.

If all works were carried out, the total cost would be approximately £8 million.

Funding is being applied for through the Heritage Lottery Fund and will be phased. The Priory has been advised to apply for smaller amounts first, with a limit of £100,000.

Cllr P Tuthill joined the meeting.

68. **TOWN COUNCIL SUPPORT OF GREAT MALVERN PRIORY**

Report CL01.18 was received.

It was **RESOLVED** that a letter of support be sent to Great Malvern Priory in respect of grant applications they are making for urgent remedial work to the building.

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The second recommendation was deleted as no further action was deemed necessary.

69. MAYOR'S ANNOUNCEMENTS

The Mayor's Bonanza

This had been very successful, and the Mayor thanked all staff, councillors, family and friends who had helped on the day.

Sight Concern

The Mayor will be attending a garden party in the coming week when Sight Concern will be presented with the Queen's Award for Voluntary Service. Later in the month Metrasens Business Centre will also receive a Queen's Award – for enterprise – and it was noted that for two Queen's Awards to be presented in Malvern was quite an achievement.

Neighbourhood Plan

Thursday 20 September will see another consultation for the Neighbourhood Plan, in the council chamber from 5pm until 7pm, before the plan is submitted to the district council. All are welcome to attend.

70. TOWN CLERK'S REPORT

Neighbourhood Plan

Further to the resolution made at the last Council meeting, Officers are working towards the submission date of 31 October 2018. Despite a few setbacks, the result of much hard work has been that the project is still completely on track.

The Neighbourhood Plan has been sent for its Health Check (funded through Locality). Although not compulsory, this looks into whether the draft plan meets the basic conditions which must be met before the plan can be put forward to referendum and provides advice on any potential amendments required, prior to submission of the plan to the Local Planning Authority. This should take around 28 days.

Councillors will remember that there were two outstanding policy areas on which work had yet to be completed.

The Neighbourhood Heritage Areas report and consultation has been fully completed and is being included within the plan.

Meanwhile the Visual Study Report on Key Views and Vistas has now been completed and a consultation evening is being run on Thursday 20 September from 5pm until 7pm.

Elgar Avenue Allotments

All of the required assessments and reports have now been obtained for the outline planning application and this has been submitted to the District Council Planning Department.

Hound of the Baskervilles

The annual outdoor theatre performance by Illyria Theatre Group took place on 4 September and was again well-attended. Illyria like performing in Rose Bank Gardens and get good feedback year after year from attendees.

71. REPORTS BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE

Cllr Paul Tuthill (County)

The Chief Executive of the Worcestershire Acute Hospitals NHS Trust, Michelle McKay, has resigned which is disappointing in terms of continuity especially as the

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Trust continues to be the worst performing in the Midlands. The bridge linking the two buildings has now been started.

Cllr James O'Donnell (County and District)

The construction of the new entrance to the council house has begun, and will be finished next spring. This will provide a publicly-accessible reception area.

Priory Park is applying for green-flag status and will have a new splash pad in the play area next year.

Cllr David Watkins (District)

An event to celebrate the official end of the Route to the Hills project is taking place tomorrow. This marks the culmination of many years of work.

72. MEMBERS' QUESTIONS

There were no Members' Questions.

73. NOTICE OF MOTION – APPROVAL OF MINUTES

The Notice of Motion was presented by Cllr Neil Morton in Cllr Brian Regimbeau's absence.

It was **RESOLVED** that all committees approve their own minutes for accuracy at the next meeting of that committee with recommendations from any committee being taken separately to be accepted by Full Council before being put into effect.

74. STREET NAME REQUEST – LAND AT PICKERSLEIGH GROVE, MALVERN

Report CL02/18 was received.

It was **AGREED** that this item be delegated to the local ward members for discussion and decision, with their recommendations to be returned to the Town Clerk by the end of September.

75. HERITAGE FESTIVAL 2019

It was **RESOLVED** that the Heritage Festival be held on Saturday 20 April 2019 with the Mayor's Civic Service also being held on this date.

76. OPERATIONS AND PLANNING COMMITTEE

Cllr Lynne Lambeth presented the minutes of the Operations and Planning Committee, in Cllr Charles' absence.

Members of the Operations and Planning Committee approved and adopted the Minutes of the following meeting:

- 11 July 2018

It was **RESOLVED** that the minutes of the Operations and Planning Committee meeting held on Wednesday 11 July 2018 be received and adopted.

Minute 6 Heritage Festival 2019

The recommendations in the minutes were not considered as they had already been discussed in minute 75 above.

Cllr Hannah Campbell presented the second set of minutes of the Operations and Planning Committee, in Cllr Charles' absence.

Members of the Operations and Planning Committee approved and adopted the Minutes of the following meeting:

- 29 August 2018

It was **RESOLVED** that the minutes of the Operations and Planning Committee meeting held on Wednesday 29 August 2018 be received and adopted.

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Minute 12 Review of the Mayor's Bonanza

It was **RESOLVED** that next year's Mayor's Bonanza be held on Sunday 4 August 2019.

It was **RESOLVED** that councillor volunteers should be requested at the first council meeting after elections in May 2019, in order to ensure that the event could run smoothly.

Minute 13 Review of Alternative Bands in the Town programme

Priory Park

The recommendation from Operations Committee was amended and adopted as follows:

It was **RESOLVED** that a summer programme of Alternative Bands in the Town be agreed for the dates listed in the report but to include Saturday 3 August, which is the day before the Mayor's Bonanza.

Malvern Cube

It was **RESOLVED** that two evening performances should be considered to start no earlier than 8pm, to be held during the cooler months either in winter or spring, with a £5 ticket price. Alternative venues to the Malvern Cube to be investigated by the Events Coordinator. A further report to be provided to Full Council in due course.

Minute 15 Dog Waste Paper Bag Dispenser – Transition Malvern Hills

It was **RESOLVED** that a dog waste paper bag dispenser be sited at Rose Bank Gardens as part of the 'Use Less Plastic' initiative providing the design of the bin was acceptable to the Operations Manager.

Minute 16 Planning Consultations

b) It was **RESOLVED** that Full Council support application 18/01087/OUT and submit the comments listed to Malvern Hills District Council.

c) It was **RESOLVED** that Full Council support application 18/01088/FUL and submit the comments listed to Malvern Hills District Council.

77. **POLICY AND RESOURCES COMMITTEE**

Members of the Policy and Resources Committee approved and adopted the Minutes of the following meeting:

- 25 July 2018

It was **RESOLVED** that the minutes of the Policy and Resources Committee meeting held on Wednesday 25 July 2018 be received and adopted.

Minute 5 Quarterly Accounts – first quarter to 30 June 2018

It was **RESOLVED** to approve the quarterly accounts for the first quarter ending 30 June 2018.

Minute 9 Review of Officer Delegations

It was **RESOLVED** to adopt the changes to Officer Delegations as attached to the minutes of the Policy and Resources Committee meeting of 25 July 2018

Minute 10 Setting of Terms of Reference of Committees

It was **RESOLVED** to adopt the new terms of reference for committees as attached to the minutes of the Policy and Resources Committee meeting of 25 July 2018.

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Members of the Policy and Resources Committee approved and adopted the Minutes of the following meeting:

➤ 5 September 2018

It was **RESOLVED** that the minutes of the Policy and Resources Committee meeting held on Wednesday 5 September 2018 be received and adopted.

There were no recommendations and the minutes were for noting only. Any councillors with concerns about or comments on the content of the budget were encouraged to attend the appropriate meetings of Policy and Resources Committee.

78. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting of Full Council will be Wednesday 3 October at 6.00pm.

The meeting finished at 8.00 pm.

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(Chairman)

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