

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

held on Tuesday 4 April 2017

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

Councillors

Present

C Palmer (Mayor)
H Campbell
C Bovey
J Cain
J Campbell
M Campbell
M Fletcher
I Hopwood
L Lambeth
P Newton

J O'Donnell
B Regimbeau
C Smith
P Smith
P Tuthill
D Watkins
R Yates

Absent

S Nichols
J Thomas

In attendance

Linda Blake – Town Clerk
Louise Wall – Minute Clerk
Charles Porter – Operations Manager

139. APOLOGIES FOR ABSENCE

None.

140. DECLARATIONS OF INTEREST

Cllr Tuthill – Worcestershire County Council and ownership of a property adjacent to the North East Malvern development
Cllr Cain – Barnard's Green Trader
Cllr Watkins – District Council
Cllr O'Donnell – District Council
Cllr Regimbeau – Community Action

141. MINUTES OF PREVIOUS MEETING

Council considered the minutes of previous Town Council meetings. The Town Clerk informed members that item 137 on the minutes of the Extraordinary Meeting held on Thursday 9 March had been corrected to read 'declaration of acceptance of office'.

It was **RESOLVED** that the Minutes of the following meetings be approved and adopted as a correct record of the proceedings and signed by the Mayor:

- Full Council, Tuesday 7 February 2017
- Extraordinary Meeting of Council, Thursday 9 March 2017

PUBLIC PARTICIPATION

Hugh Rippin of the Goodwood Road Allotments Association (GRAA) spoke on behalf of the plot holders to express their dismay at the recent increase in charges and to ask Council to reconsider its decision. Mr McGuinness, also of the GRAA, queried who had proposed this increase and what was the rationale behind it?

It was **NOTED** that this matter was being covered in Agenda Item 9 of this meeting and allotment holders were invited to attend the next Operations Committee meeting on 8 June 2017.

Will Richards requested that Council remove the portrait photograph of former Mayor Julian Roskams that hangs in the Council Chamber, to demonstrate Council's stance on offences committed.

Mike Charles also spoke to request removal of the portrait.

Jane Knowles of Barnard's Green Traders Association spoke in support of the Notice of Motion to be presented at item 21, detailing events that are to be held and the positive impact that past and present events have had on the local community. All grants received go to the event with no costs deducted. This year's local charity that will be supported is 'Heartstart'.

PRESENTATION TO COUNCIL REGARDING PROVISION OF BASKETBALL FACILITIES AT VICTORIA PARK

Jon May and Tom Bennett of Malvern Hoops and Dale Ryan, Director of Basketball at the University of Worcester, presented their vision and plans for redevelopment of courts at Victoria Park to provide a high standard outdoor facility for everyone in Malvern to access and enjoy.

Basketball is growing in popularity - it is now the second highest participation sport amongst 11-15 year olds and recent surveys show more women now play basketball than netball. At Victoria Park, basketball players share two courts with football players who, due to numbers and the nature of the game, often take precedence forcing the basketball players off court. Basketball is an inclusive sport and it is proposed to make the new courts available for all age groups, families, clubs, wheelchair users and more, without vying for time with other sports.

This would be achieved by firstly moving the Trim Trail to an area of grass in front of the Bowling Club, where the equipment would be replaced in exactly the same layout. The new basketball courts would be constructed on the area of land previously occupied by the Trim Trail, leaving the area currently shared between football and basketball, as football pitches.

Much research has been carried out and costs obtained. The proposals would cost in the region of £95,000 which would include moving and reconstructing the Trim Trail, all equipment, new paths, fencing, rubbish bins and benches.

Members asked various questions including the viability of the proposals, how often the courts would be used bearing in mind our inclement weather, who would maintain the courts, who would handle bookings, and could there be revenue for the council?

142. PROVISION OF NEW BASKETBALL FACILITIES AT VICTORIA PARK

Full Council **AGREED** support in principle for the Malvern Hoops campaign, in Victoria Park.

143. MAYOR'S ANNOUNCEMENTS

The Mayor reported that the recent Rent-the-Mayor campaign had been very successful, raising approximately £887 and taking her total fundraising to over £5,300. She has carried out over 100 engagements so far, with a few more to come before the end of her Mayoral year, including the Civic Service on Saturday 22 April, to which all councillors are invited. The theme will be 'Celebrating Malvern' with the service being led by Rev'd John Barr – one of his last before he moves to another Parish. Many activities will take place throughout the day as part of the St George's Heritage Festival, starting at 10.30 am at the library.

The Mayor and John Raine have written to and received a response from Greenbelt, and will meet at the end of the month with Greenbelt to discuss improvements that are taking place at Malvern Vale.

Cllr Peter Smith offered his congratulations to the Mayor for the amount of money that had been raised for Acorns Children's Hospice and other Councillors endorsed this.

144. TOWN CLERK'S REPORT

The recent by-election in Dyson Perrins Ward was uncontested and therefore Mark Harvey has been elected unopposed, and will formally take his seat on 4 May.

145. REPORT BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE

Cllr Hopwood reported that there were four weeks to go before the election, and he would be standing as an Independent in Langland Ward.

Cllr Tuthill reported the following:

- He confirmed that the Fire Service will make a presentation at the next Council meeting regarding the proposed changes for Malvern Fire Station. Malvern Fire Service recorded 430 'activities' during the last year, half of which were false alarms, 106 real fires, and 110 special service events (car accidents etc) which equate to an average of over one callout a day.
- The incinerator at Hartlebury is now working at full capacity and hopefully providing good value for its £160 million cost.
- School numbers in North Malvern have been recalculated and at Leigh and Bransford now show at least double original estimates.
- There will be a service next Monday, 10 April, to commemorate the reinstallation of a bench dedicated to Private N Sayer of the Canadian Army following repair, all are invited to a short service followed by a reception in the Link Room at St Matthias Church.

Cllr Bovey stated that the Parish and Town Council forum was not well attended by councillors. It was suggested that the date of upcoming meetings be included in the weekly memo.

146. TOWN COUNCIL WARD REPORTS/REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr Mewton reported that Pickersleigh Residents Group has sent another letter of complaint regarding the assessment of Hayslan Fields as an asset of community value. This complaint had now been progressed to the second level.

Cllr Regimbeau informed Council that the South Worcestershire CAB will have to move out of their premises in Spring Lane soon as one of the current tenants is purchasing the whole building and will not continue the lease.

147. MEMBERS' QUESTIONS

The member's question submitted by Cllr Tuthill regarding increases in charges for allotments had already been discussed during the public participation. The question and answer was **NOTED** as read.

148. POLICY AND RESOURCES COMMITTEE

Cllr C Smith presented the minutes of the Policy and Resources Committee. Members of the Policy and Resources Committee approved and adopted the Minutes of the following meetings:

- Tuesday 14 February 2017
- Tuesday 21 March 2107

It was RESOLVED that the minutes of the Policy and Resources Committee meeting held on Tuesday 14 February 2017 be received and adopted.

Item 66 THE ROLE OF COUNCIL COMMITTEES

Council discussed the recommendations made by the Policy and Resources Committee.

It was **RESOLVED** that:

- All Committees should have the delegated authority to function fully within their terms of reference, providing that they act within allocated budgets, including external funding sources, and in compliance with the Council's Standing Orders and Financial Regulations.
- All Councillors should attend the relevant committee meetings to present their views on items which fall within Committee delegations, if they so wish.

It was RESOLVED that the minutes of the Policy and Resources Committee meeting held on Tuesday 21 March 2017 be received and adopted.

There were no recommendations.

149. STRATEGIC PLANNING COMMITTEE

Cllrs Tuthill and Hopwood presented the minutes of the Strategic Planning Committee.

Members of the Strategic Planning Committee approved and adopted the Minutes of the following meetings:

- Thursday 9 March 2017
- Tuesday 28 March 2017

It was **RESOLVED** that the Minutes of the Strategic Planning Committee meeting held on Thursday 9 March 2017 be received and adopted.

It was **RESOLVED** that the Minutes of the Strategic Planning Committee meeting held on Tuesday 28 March 2017 be received and adopted.

There were no recommendations from either meeting, but the response to the planning application at North East Malvern was noted and Councillors thanked officers for their work in putting the response together.

150. OPERATIONS COMMITTEE

Cllr Hopwood presented the minutes of the Operations Committee.

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

- Thursday 16 March 2017

It was **RESOLVED** that the Minutes of the Operations Committee meeting held on Thursday 16 March 2017 be received and adopted.

151. EVENTS COMMITTEE

Cllr C Smith presented the minutes of the Events Committee.

Members of the Events Committee approved and adopted the Minutes of the following meeting:

- Thursday 23 March 2017

It was **RESOLVED** that the Minutes of the Events Committee meeting held on Thursday 23 March 2017 be received and adopted.

Item 102 ST GEORGE'S HERITAGE FESTIVAL

It was **RESOLVED** that in future years, officers should investigate the feasibility of having trade stalls as part of the event.

Item 104 MALVERN THEATRE'S PARTNERSHIP EVENTS / NIC LLOYD MEETING

It was **RESOLVED** that a partnership event should be considered and that this matter should now be taken forward for further investigation.

152. STAFFING COMMITTEE

Cllr H Campbell presented the minutes of the Staffing Committee.

Members of the Staffing Committee approved and adopted the Minutes of the following meeting:

- Monday 27 March 2017

It was **RESOLVED** that the Minutes of the Staffing Committee meeting held on Monday 27 March 2017 be received and adopted.

Item 4 RECRUITMENT POLICIES

After discussion, Council **AGREED** to amend the recommendations as follows:

It was **RECOMMENDED** that when a Town Council position became vacant, the Staffing Committee should be fully delegated to review the position, its role within the organisation and its job responsibilities. A staffing committee meeting would be called as soon as practicably possible to carry out a review after an employee's notice is handed in, thus avoiding any delays to the recruitment process.

It was further **RECOMMENDED** that the member of staff leaving employment should be invited to a formal exit interview. This should also be fully delegated to the Staffing Committee in conjunction with the Town Clerk.

153. LTP4 WORKING PARTY

The response submitted by the LTP4 Working Party was **NOTED**.

Members thanked the Working Party for their work in putting the response together and also officers for their efforts in preparing the submission.

154. TOURIST INFORMATION CENTRE WORKING PARTY

Cllr Palmer presented notes from the Tourist Information Centre Working Party meetings held on:

- Thursday 16 February 2017
- Wednesday 29 March 2017

It was **RESOLVED** that the **Notes of the Tourist Information Centre Working Party meetings held on Thursday 16 February 2017 and Wednesday 29 March 2017 be received and adopted.**

Item 12 ACTION PLAN

It was **RESOLVED** that the Town Council launch an online petition to ask members of the public if they believed that Malvern Tourist Information Centre should remain in its current location, in the centre of the Town. Any petition should also allow people to make comments to justify their responses and give feedback.

155. TOWN COUNCIL WEBSITE WORKING PARTY

Cllr Palmer presented notes of the Town Council Website Working Party held on:

- Thursday 16 March 2017

It was **RESOLVED** that the **Notes of the Town Council Website Working Party meeting held on Thursday 16 March 2017 be received and adopted.**

Item 12 BRAINSTORMING OF IDEAS FOR A NEW AND UPDATED WEBSITE

It was **RESOLVED** that the Council should aim to issue all of its paperwork and documentation by email and/or through the website by the time of the next Town Council Elections in 2019.

156. TWINNING STEERING GROUP

The Town Clerk presented the notes of the Twinning Steering Group meeting held on:

- Monday 13 February 2017

Item 4 FUNDING

It was **RESOLVED** that the Malvern-Bagnères Twinning Association should receive the same £1,000 reserve to call upon in line with the agreement for the Mariánské Lázně Community Partnership (MLCP), and with any requests for funding made to the Council's Policy and Resources committee, again in the same format as MLCP.

Item 5 ANY OTHER BUSINESS

It was **RESOLVED** that Civic visits should be a regular event with each of the two twinning towns being visited biannually where possible.

157. CALENDAR OF MEETINGS

It was **RESOLVED** to accept the Calendar of Meetings for 2017/18, the Town Clerk notifying Councillors that Council meetings going forward will be held on a Wednesday.

158. NOTICE OF MOTION: MARQUEE FOR MAPPFEST

After discussion Council voted on the request for marquees for MappFest. The Notice of Motion was not accepted and therefore the grant will not be paid.

159. NOTICE OF MOTION: BARNARDS GREEN TRADERS ASSOCIATION

It was **RESOLVED** to approve a special grant of £1,000 to Barnards Green Traders Association to fund a local history day on 1 July 2017 and a Halloween event on 28 October 2017.

160. MALVERN'S NEIGHBOURHOOD PLAN

The Town Clerk informed councillors that the draft Neighbourhood Plan (a 55 page document with additionally supporting evidence base) has now been produced and is ready for approval to go to the next stages.

The next stage in the process will be to hold a meeting where Councillors can comment on the draft plan and give approval for it to go to the next stage.

Once this has taken place the draft plan will be passed to MHDC for a SEA screening opinion to take place. A Strategic Environmental Assessment (SEA) is required under European legislation for all plans which may have a significant effect on the environment. This particularly relates to plans that designate sites for development.

It is not envisaged that an SEA will be required for Malvern's Neighbourhood Plan.

On 18 May, it is proposed to hold a consultation event somewhere in Malvern to consult stakeholders as well as members of the public on the key issues and policies in the plan.

It was **AGREED** to consider the draft Neighbourhood Plan as part of the Strategic Planning Committee meeting at 6.00 pm on Thursday 20 April 2017.

161. DATE OF NEXT MEETING

Annual Council Meeting – Tuesday 23 May 2017 at 6.00 pm
The meeting ended at 9.15 pm

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(Mayor)