

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

**held on Wednesday 4 October 2017**

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

**Councillors**

Present

C Palmer (Chairman)  
J Thomas (Vice-chairman)  
C Bovey  
J Cain  
H Campbell  
M Harvey  
I Hopwood  
L Lambeth  
P Mewton  
S Nichols

C Smith  
P Smith  
D Watkins  
R Yates

Absent

J Campbell (apologies)  
M Campbell (apologies)  
M Fletcher (apologies)  
J O'Donnell  
B Regimbeau (apologies)  
P Tuthill (apologies)

**In attendance**

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

**67. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs J Campbell, M Campbell, M Fletcher, B Regimbeau and P Tuthill.

**68. DECLARATIONS OF INTEREST**

Cllr J Cain – Barnards Green Trader.

**69. 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:

- 9 August 2017

**PUBLIC PARTICIPATION**

It was **AGREED** to adjourn the meeting for public participation and the Mayor invited members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Stephen Williams, Treasurer of Reaction Theatre Makers, gave a brief explanation of why they have requested a Special Grant of £1750. The purpose of the grant is to support elements of their Festival of Equality in Arts and Society through Theatre and support those with learning difficulties. He showed photographs from last year's festival which had been well attended and enjoyed by many. The quality of performers is very high but can be expensive. Although they had made a bid for funding from the Arts Council and the bid was initially approved, it had then been turned down resulting in a shortfall of funding.

The Mayor as Chairman stated that the order of the Agenda would be changed under Standing Order 1a so that the business at Agenda Item 23 could be discussed earlier in the meeting.

**EXCLUSION OF THE PRESS AND PUBLIC**

It was AGREED to resolve pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**70. PURCHASE OF 28-30 CHURCH STREET AND APPLICATION TO PUBLIC WORKS LOAN BOARD**

Item 23 on the agenda was brought forward. Report CL03/17 was noted and discussed. Minute 70 will be recorded separately as the Council was in Private Session.

It was AGREED to readmit the Press and Public to the Meeting.

**71. MAYOR'S ANNOUNCEMENTS**

Representatives of the developers at the QinetiQ site will be making a presentation at the next Strategic Planning meeting, to be held on Thursday 12 October at 7.00 pm. It was requested that as many councillors as possible attend this meeting.

The Mayor noted that attendance by councillors at recent committee meetings was 'sparse' and requested that if a councillor knows in advance that they will not be able to attend a meeting, then they should make all possible efforts to get another councillor to substitute for them, thus ensuring that quorate is met.

**72. TOWN CLERK'S REPORT**

Councillor Regimbeau wished to pass on his thanks to all councillors and staff who had been in touch with him following the recent death of his wife, Pat.

**Heart of England in Bloom**

This year, Malvern Town won its 10<sup>th</sup> gold award which was especially notable considering there had been much less support from other local authorities. The Town Clerk expressed thanks to John Jordan, all members of the Bloom committee, Lyndsey Davies and the Operations Team for all of their hard work.

Cllr P Smith wished a record to be made of the council's appreciation.

**Buzzards Sculpture**

The Buzzards Sculpture is now lit up pink and will be throughout October in support of Breast Cancer Awareness.

**Response from Fortis re Elgar Avenue Play Area**

The response from Fortis to the Town Clerk's letter expressing concern at the condition of the play area in Elgar Avenue was that there have been no reports received of either anti-social behaviour or evidence of drug taking at the site. They will look at reinstating the grass around the base of some of the equipment and have raised concerns about the condition of the surface by the netball court.

Cllr P Mewton expressed his surprise at this response bearing in mind he has made at least two complaints directly and knows of other residents making complaints.

### 73. **REPORTS BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE**

#### **County Councillors**

There were no County Councillors in attendance at the meeting and no report was made.

#### **District Councillors**

Cllr Watkins said that while he always sits at Town Council meetings as a Town Councillor, not a District Councillor, it can be difficult to reconcile the two and therefore suggested that it might be useful if other District Councillors are invited to Malvern Town Council meetings to present the district report. Cllr Hannah Campbell said she reports to Malvern Town Council while the other District Councillor in her ward (Priory) attends the Malvern Hills Trust meetings and this has proved to be a very sensible arrangement.

### 74. **TOWN COUNCIL WARD REPORTS/ REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

#### **Ward Reports**

Cllr Hopwood reported as Chairman of Malvern Community Partnership; the main points were as follows:

- The Hill Singers will visit Mariánské Lázně in July 2018.
- A 30-strong Youth Orchestra from Mariánské Lázně will visit Malvern in 2019.
- Mark Cook, a representative of the Community Partnership was in Mariánské Lázně for two weeks in May 2017 to speak English with staff in Elektrometall s.r.o. and will return later this year to repeat the exercise.
- 2018 is the 200<sup>th</sup> anniversary of the founding of Mariánské Lázně as a spa, the 100<sup>th</sup> anniversary of the founding of Czechoslovakia and the 50<sup>th</sup> anniversary of the Prague Spring/Soviet occupation of Czechoslovakia. Reciprocal visits are planned including the customary visit to the opening of the spa season in May 2018.
- An updated five-year plan will shortly be circulated to members.

### 75. **MEMBERS' QUESTIONS**

The response to Cllr Yates' question to Council on 14 June 2017 was distributed and noted.

There were no further questions.

### 76. **EVENTS COMMITTEE**

In Cllr J Campbell's absence, Cllr Yates as Vice Chairman presented the minutes of the Events Committee.

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

- 24 August 2017

It was **RESOLVED** that the minutes of the Events Committee meeting held on 24 August 2017 be received and adopted.

#### **Minute 16 Review of Mayor's Bonanza 2017**

It was **RESOLVED** that the Mayor's Bonanza is held on the first Sunday in August in 2018 so as not to clash with the Worcester Show.

Some members expressed their concern that as volunteers they were expected to commit to helping at events and that many of them have other commitments. Overall it was felt that having agreed to expand its events calendar, councillor support was essential to support the staff.

It was **RESOLVED** that all councillors should be asked to commit to helping at events, as more manpower will decrease the burden on those currently giving their time.

**77. 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:

- 14 September 2017

It was **RESOLVED** that the minutes of the Operations Committee meeting held on 14 September 2017 be received and adopted.

There were no recommendations to consider.

**78. STRATEGIC PLANNING COMMITTEE**

Cllr Mewton presented the minutes of the Strategic Planning Committee.

Members of the Strategic Planning Committee approved and adopted the minutes of the following meeting:

- 14 September 2017

It was **RESOLVED** that the minutes of the Strategic Planning Committee meeting held on 14 September 2017 be received and adopted.

There were no recommendations to consider.

**79. 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 meeting:

- 26 September 2017

It was **RESOLVED** that the minutes of the Policy and Resources Committee meeting held on 26 September 2017 be received and adopted.

There were no recommendations to consider.

**80. TOWN COUNCIL INFORMATION CENTRE WORKING PARTY**

Cllr Cain presented the notes of the Town Council Information Centre Working Party.

Members of the Town Council Information Centre Working Party approved and adopted the notes of the following meeting:

- 6 September 2017

It was **RESOLVED** that the notes of the Town Council Information Centre Working Party meeting held on 6 September 2017 be received and adopted.

There were no recommendations to consider.

**81. TOWN COUNCIL WEBSITE WORKING PARTY**

Cllr Palmer presented the notes of the Town Council Website Working Party.

Members of the Town Council Website Working Party approved and adopted the notes of the following meeting:

- 19 September 2017

It was **RESOLVED** that the notes of the Town Council Website Working Party meeting held on 19 September 2017 be received and adopted.

There were no recommendations to consider.

**82. GOVERNANCE WORKING PARTY**

Cllr Mewton presented the notes of the Governance Working Party.

Members of the Governance Working Party approved and adopted the notes of the following meeting:

- 21 September 2017

An amendment to the wording of item 2 will be made to read: "Election of Vice Chairman".

Subject to the amendment, it was **RESOLVED** that the notes of the Governance Working Party meeting held on 21 September 2017 be received and adopted.

It was **RESOLVED** that the quorum at any committee meeting, with the exception of Strategic Planning Committee, should be more than 50%, with a minimum of three members. This would be as follows:

Council	11
Policy & Resources	6
Operations	5
Audit	3
Staffing	5
Events	4

It was **AGREED** that the figure for a Strategic Planning Committee quorum should be referred back to the next Governance Working Party as it was thought that eleven members was too high.

It was also suggested that members of the Governance Working Party should look at the reasons for non-attendance by committee members.

**83. NEW SCULPTURE IN ROSE BANK GARDENS**

The Town Clerk presented report CL01/17.

Council **RESOLVED** to agree expenditure of approximately £500 to install the new skylark sculpture by Walenty Pytel in Rose Bank Gardens.

**84. NOTICE OF MOTION**

Cllr Peter Smith presented the Notice of Motion relating to a Special Grant for Reaction Theatre Makers.

Council **RESOLVED** that a Special Grant of £1,750 be awarded to Reaction Theatre Makers.

**85. SPECIAL GRANT - BARNARDS GREEN TRADERS ASSOCIATION**

The Town Clerk presented Report CL02/17.

Council **RESOLVED** to agree the transference of £500 of Special Grant monies awarded in April 2017 from funding for a Halloween event to the Barnards Green Christmas Extravaganza.

**86. UPDATED CALENDAR OF MEETINGS FOR 2017/18**

The updated calendar of meetings for 2017/18 was **AGREED** by Full Council.

**87. TOWN COUNCIL INFORMATION CENTRE WORKING PARTY**

The next meeting of the Town Council Information Centre Working Party will be held on Friday 3 November at 2.00 pm at the Town Council offices. Any councillors wishing to join the working party should attend this meeting.

It was **AGREED** to resolve pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**88. MINUTES OF EXTRAORDINARY TOWN COUNCIL MEETINGS**

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

- 9 August 2017
- 18 August 2017

**89. STAFFING COMMITTEE**

Cllr Thomas presented the minutes of the Staffing Committee.

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

- 5 September 2017

It was **RESOLVED** that the minutes of the Staffing Committee meeting held on 5 September 2017 be received and adopted.

There were no recommendations to consider.

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

Wednesday 8 November 2017 at 6.00 pm

The meeting finished at 8.05 pm.

.....  
(Chairman)