

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

held on Tuesday 7 February 2017

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

Councillors:

Present:

C Palmer (Mayor)	S Nichols
C A L Bovey	B A Regimbeau
J Cain (Left the meeting 7.25pm)	C T Smith (Left the meeting 7.10pm)
M Campbell	P W Smith
I G Hopwood	J Thomas
L Lambeth	P A Tuthill
P Mewton	R K Yates
J Roskams	

Absent

H Campbell (apologies)
J Campbell (apologies)
J O'Donnell (apologies)
D Watkins (apologies)

In attendance:

Linda Blake –Town Clerk
Charles Porter – Operations Manager
Lyndsey Davies – Minute Clerk

114. **APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs H Campbell, J Campbell, J O'Donnell and D Watkins.

The Mayor welcomed Cllr J Roskams back.

The Mayor informed the committee that Major General (ret'd) Mark Armstrong from St John Ambulance would be running slightly late, as he was coming from London. The order of the meeting would therefore be altered to allow consideration of Agenda Item 4 when he arrived.

115. **DECLARATIONS OF INTEREST**

Cllr Hopwood: Worcestershire County Council
Cllr C Smith: Agenda Item 19 – Civic Society
Cllr P Smith: Agenda Item 19 – Civic Society
Cllr P Tuthill: Worcestershire County Council and Agenda Item 19 – Civic Society

116. **MINUTES OF PREVIOUS MEETING**

Council considered the Council Minutes of Tuesday 20 December 2016 and the Town Clerk informed members that a small typing error under minute 105 i) had been corrected to read *Women's*.

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

- **Tuesday 20 December 2016**

PUBLIC PARTICIPATION

Jane Knowles from Barnards Green Traders extended her thanks to the Mayor, Chase Ward Councillors and Town Council staff for their support of Barnards Green both in terms of events and in particular for the new Christmas Lights which had been installed in Barnards Green and have been very well received.

117. **MAYOR'S ANNOUNCEMENTS**

The Mayor announced that she has already raised a good amount for her charity ACORNS in the pursuit of her fundraising target for the year of £5,000.

There are two charity events planned for March as follows:

- Gardeners Question Time Event on 31 March 2017. This will be held at St Edmunds Hall on College Road and will feature Reg Moule and Dave Bradley from BBC Hereford and Worcester. Tickets will be £8.00 in advance and £10.00 on the door. Tickets in advance can be obtained from the Town Council Offices.
- Rent-The-Mayor during the month of March. Local organisations can invite the Mayor to work as part of their businesses in return for charity collections taking place. Organisations already booked are: Santander, Costa Coffee, The Foley Arms, Delicious, a local supermarket a dental practice and Barnards Green Post Office.

118. **TOWN CLERK'S REPORT**

The Town Clerk informed councillors that in respect of the vacancy in Dyson Perrins Ward, the deadline for by-election requests was today and that notification from MHDC was expected tomorrow. If no by-election is called, then the Council will be required to fill the vacancy by Co-option as soon as practicably possible.

119. **REPORT BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE**

Cllr Hopwood reported that the last full County Council meeting of the current Council year will take place on Thursday 9 February. At the end of March, Councillors would then enter purdah in the build up to the May 2017 elections.

Cllr Tuthill reported the following:

- There is a new control system at West Mercia Police headquarters. The Fire Service will be moving into this building as well and this will save money from the combined use of assets.

- A new Fire Station has been erected in Kidderminster.
- A recent Ofsted report on Worcestershire County Council Social Services has identified some problem areas. A joint group has been tasked to oversee what has actually gone wrong. Councillor Tuthill explained that there had been no blame allocated from the report, but that there were a number of difficulties in the system including shortages of staff and the use of temporary / contract staff.
- The energy waste plant is now using all of the waste in Worcestershire except that which has to go to Environ-sort. The cost of this plant will be paid back over time from the savings achieved by no longer having to pay landfill tax.
- Subject to Worcestershire County Council's decision on Thursday 9 February, it looks likely that an extra £6 million has been secured for works to footways within the county.

Major General (ret'd) Mark Armstrong from St John Ambulance arrived at the meeting and the order of business was altered to allow consideration of Agenda Item 4: Freedom of Entry to the Town.

PRESENTATION BY MAJOR GENERAL (RET'D) MARK ARMSTRONG, ST JOHN AMBULANCE

Major General (ret'd) Mark Armstrong addressed members of the Council. He explained his position within the organisation, outlined a brief history of St John Ambulance including that the organisation in Malvern had celebrated their centenary in 2016. Mr Armstrong talked about the activities and events that the organisation are involved in within the area of Malvern, including support for blue light services, fires, transport and floods and attendance at many local events.

Mr Armstrong explained that to grant St John Ambulance the Freedom of the Town of Malvern would be a very fitting way to mark 100 years of service and would recognise the important work that they have done within the town

120. **ST JOHN AMBULANCE: FREEDOM OF ENTRY TO THE TOWN**

The Council **RESOLVED** to grant the Freedom of Entry to Malvern to Malvern St John Ambulance.

Mark Armstrong left the meeting and Council business continued at Agenda Item 8.

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

Cllr Regimbeau reported that the majority of problems being dealt with by the Citizens Advice Bureau are related to debt or benefits. He hoped that a full report would be provided when new management had settled into their posts.

Councillor Regimbeau also explained that the transition to booking the on-demand bus service provided by Community Action, from the regular bus service had not been as well supported as had been hoped. Cllr Regimbeau informed the Council that further discussions and a date with Community Action staff would be set in due course and that he would report back at the next Council meeting.

Cllr Cain commented that the feedback she has received is that the new service does not allow for an on-demand booking service. Its users do not want to decide 24 hours in advance of where they wish to go the next day; they would like to decide on the day, dependent on weather conditions and how they are feeling.

122. **MEMBERS' QUESTIONS**

None received.

123. **OPERATIONS COMMITTEE**

Councillor Hopwood presented the minutes of the Operations Committee.

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

- Thursday 12 January 2017

It was RESOLVED that the minutes of the Operations Committee Meeting held on Thursday 12 January be received and adopted.

Minute 50

CEMETERY REFURBISHMENT PROJECT

Council discussed the recommendation made by Operations Committee, but felt that the toilets at Great Malvern Cemetery were an important Town Council facility and required a total refurbishment.

Therefore, Council **RESOLVED** that in light of increasing costs, to modify the project to carry out a total refurbishment of the existing toilets within the existing building; including the provision of an accessible disabled toilet and to place a canopy over the adjacent area as open machinery storage within a budget of up to £20,000.

124. **STRATEGIC PLANNING COMMITTEE**

Councillor Tuthill presented the minutes of the Strategic Planning Committee.

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

- Thursday 12 January 2017
- Wednesday 1 February 2017

It was RESOLVED that the Minutes of the Strategic Planning Committee meeting held on Thursday 12 January 2017 be received and adopted.

Minute 45

HAYSLAN FIELDS

Council **RECEIVED AND NOTED** the response from the Strategic Planning Committee that had been submitted in support of Hayslan Fields as an Asset of Community Value. A response was awaited from Malvern Hills District Council.

It was RESOLVED that the Minutes of the Strategic Planning Committee meeting held on Wednesday 1 February 2017 be received and adopted.

125. **POLICY AND RESOURCES COMMITTEE**

Councillor Clive Smith presented the minutes from Policy and Resources Committee.

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

- Tuesday 31 January 2017

It was RESOLVED that the Minutes of the Policy and Resources Committee meeting held on Tuesday 31 January 2017 be received and adopted.

A discussion took place about the Tourist Information Centre and it was proposed that Cllr C Smith should be part of the Tourist Information Centre Working Party; this was **AGREED**.

Minute 59

QUARTERLY ACCOUNTS: THIRD QUARTER

The Committee **RESOLVED** to note and approve the Management Accounts for the third quarter ending 31 December 2016.

126. **EVENTS COMMITTEE**

Councillor Clive Smith presented the minutes from Events Committee.

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

- Thursday 2 February 2017

It was RESOLVED that the Minutes of the Events Committee meeting held on Thursday 2 February 2017 be received and adopted.

Minute 93

INDEPENDENTS' DAY

The Council **RESOLVED** that no action should be taken for a specific Independents' Day, but that the Events Coordinator should continue regular communication with and support of local businesses.

Minute 95

PARTNERSHIP CHARITY CHRISTMAS CONCERT 2017

It was **RESOLVED** that Malvern Town Council should organise a partnership charity Christmas concert with Malvern Hills District Brass Band similar to the successful format which took place in December 2016.

127. **GOVERNANCE WORKING PARTY**

Councillor Roskams presented the notes from the Governance Working Party.

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

- Tuesday 24 January 2017

It was RESOLVED that the Minutes of the Governance Working Party meeting held on Tuesday 24 January 2017 be received and adopted.

Minute 34
MINUTES

The Council **RESOLVED NOT** to accept and approve the recommendations as made by the Governance Working Party and therefore the system for minutes will remain unchanged.

128. **APPOINTMENT OF MEMBER TO FILL VACANCY ON AUDIT COMMITTEE**

There were no nominations to fill the vacancy on the Audit Committee.

129. **APPOINTMENT OF REPRESENTATIVE FOR COUNTY ASSOCIATION OF LOCAL COUNCILS (CALC)**

It was **RESOLVED** that Cllr J Thomas be elected as the Town Council's representative for Worcestershire CALC.

130. **NOTICE OF MOTION: WORCESTERSHIRE COUNTY COUNCIL ROAD SIGNS**

Council discussed Councillor Yates' Notice of Motion, noting that the signs referred to had now been removed.

It was **RESOLVED** that the Council asks the Town Clerk to write to Worcestershire County Council under the Freedom of Information Act requesting information on signs.

This should include:

- A copy of the record for the decision to erect these signs
- Legal basis and power enabling them to be erected
- The purpose and policy behind the signs
- Location of all of the signs, ownership/permissions for the land on which they are situated
- Whether advice was taken in relation to road safety issues
- Total costings to include the erection and removal of the signs
- For the purposes of comparison what are the total sums that WCC will save or not spend both individually and in total as a result of their decisions affecting the discontinuance of the Stage Carriage bus service between some areas of Malvern and Welland and Upton Upon Severn

It was further **AGREED** that the County Council's response be communicated to each member of the Town Council and for it to be an item at the next Policy and Resources Committee to consider whether this issue requires further attention; their conclusion to be the subject of a recommendation to the Full Council.

131. **NOTICE OF MOTION: CHRISTMAS LIGHTS IN MALVERN LINK**

It was **RESOLVED** that funding of £5,669 should be provided from general reserves to upgrade the Christmas lights in Malvern Link in a similar scheme to that which took place in Barnards Green in 2016.

132. **NOTICE OF MOTION: GRANT FOR CIVIC WEEK 2017**

The Council **RESOLVED** to approve a Special Grant of £250 for Civic Week, on the condition that the specific purpose for the grant is provided by the Civic Society. The Town Clerk agreed to provide an update at the next Council meeting.

133. **DATE OF NEXT MEETING**

Tuesday 4 April 2017 at 6.00pm.

It was **NOTED** that the Annual Town Meeting will be held at The Coach House Theatre at 7pm on Tuesday 14 March 2017.

The meeting ended at 7.30pm

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Councillor C Palmer (Mayor)