

UNADOPTED

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

held on Tuesday 1 November 2016

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

Councillors:

Present:

C Palmer (Mayor)

C A L Bovey

J Cain

H Campbell

J Campbell

M Campbell

M J R Charles

I G Hopwood

L Lambeth

P Mewton

J O'Donnell

B A Regimbeau

C T Smith

P W Smith

J Thomas

P A Tuthill

D Watkins

Absent:

S Nichols (Apologies)

J D Roskams (Apologies)

R K Yates (Apologies)

In attendance:

Linda Blake –Town Clerk

Charles Porter – Operations Manager

Mary Piercy – Minute Clerk

80. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs S Nichols, J D Roskams and R K Yates.

81. DECLARATIONS OF INTEREST

Cllr Hopwood: Worcestershire County Council (WCC)

Cllr Regimbeau: Community Action

Cllr Tuthill: Worcestershire County Council (WCC)

82. MINUTES OF PREVIOUS MEETING

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 4 October 2016

PUBLIC PARTICIPATION

None.

83. MAYOR'S ANNOUNCEMENTS

The Mayor reported as follows:

- The Halloween event at Barnards Green (supported by MTC) had been very successful, attracting a big crowd and raising £330 for Community Action.
- She had recently visited Malvern's twin town, Bagnères-de-Bigorre, and taken part in a series of events to celebrate the signing of the Twinning Charter. Malvern representatives had been warmly welcomed and it was hoped that the strong relationship forged between the two towns would be mutually beneficial.
- She had enjoyed an excellent concert as part of the *Autumn in Malvern Festival* series (also supported by a Town Council grant) and thanked Cllr Peter Smith for all his hard work as Director of the Festival.
- She reminded members of arrangements for Armistice Day on Friday 11 November, 10.45am at Malvern Priory; and for Remembrance Sunday 13 November, 1.45pm at the War Memorial in the library grounds.

Cllr Thomas stated that he wished to raise a point of order relating to an email exchange between himself and the Mayor.

Other Councillors felt that a private email exchange between two members was not for discussion at Council and it was also not on the Agenda.

It was moved to proceed to the next item of business.

84. TOWN CLERK'S REPORT

The Town Clerk reported as follows:

- Further to Council's agreement to set up a Working Party to consider the consultation on the Local Government Finance Settlement, a response had been submitted. Over 1,000 responses had been received. It was estimated that, should a referendum be required in order to raise the precept beyond 2%, this would cost approx £45,000.
- The Trench Choir wished to thank the Council for the grant awarded to them.

85. REPORT BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE

- Cllrs O'Donnell and J Campbell reported on the recent *Democracy Week* which involved engagement with local high schools. This had proved very popular, with some excellent contributions from students and a debating competition. It was hoped to make this an annual fixture and perhaps include a joint event between the Town and District Councils.
- Cllr H Campbell reported that Malvern Hills District Council's (MHDC's) Overview and Scrutiny Committee would be meeting next week and discussing services for children and young people in the Malvern Hills District. Input would be welcome by next Monday 7 November.
- Cllr J Campbell reported that MHDC was looking at ways of improving access to disablement facility service grants; she asked members to let her know of any personal experience of the service which could help with this exercise. Cllr Watkins said that the amount available for these grants had

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increased considerably and it was important to ensure that the money was used in the best possible way.

- Cllr Watkins reported that MHDC's Council House had now been vacated while building work took place. Staff had moved to Brunel House where they were expected to remain until next March/April.
- Cllr Tuthill reported that
 - i. Progress continued with the Southern Link Road but the LTP4 consultation had now been delayed until January.
 - ii. A new road was being built in Kidderminster to allow better access from Stourport as well as streamlining of fire stations.
 - iii. Worcestershire County Council's draft strategy document had been presented at the CALC conference.
 - iv. Community Action and Dial-a-Ride were liaising on community transport services and were providing the new Ring and Book CB3 bus service.

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

- Cllr Regimbeau reported on Community Action's services during the past year. The charity continued to be extremely busy with over 100 volunteers using cars (some wheelchair-adapted) and minibuses. Journeys included hospital appointments, Shoparound, and the Sunday Tea Club which used venues mostly in local churches. A new Ring and Book Community Bus Service, in conjunction with Malvern Dial-a-Ride, had been launched in response to cuts in public transport services.

Members voiced their appreciation for Community Action's work.

87. MEMBERS' QUESTIONS

Cllr Thomas raised a point of order regarding the accuracy of one of his questions.

The Town Clerk stated that she felt that the question had been typed in accordance with the email received, with the addition of four specific questions as discussed over the telephone.

The majority of Councillors felt that the questions had been put and answered in accordance with Standing Orders and that any further details required by individual Councillors could be provided outside of the Council meeting.

It was noted that the responses to these questions had taken up a considerable amount of officer time.

Council **AGREED** that the responses of the Mayor and Town Clerk to the four questions received should be noted.

88. OPERATIONS COMMITTEE

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

- Thursday 6 October 2016

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It was RESOLVED that the Minutes of the Operations Committee meeting held on Thursday 6 October 2016 be received and adopted.

MINUTE 25

Operations: Vehicle / Machinery Budget 2017/2018

It was RESOLVED that Council approve the inclusion of the following in the Council's Vehicle / Machinery Replacement Budget for 2017 /18, the costs to be met from the Vehicle Machinery Replacement Reserve.

<i>Machine</i>	<i>Cost</i>
Replace Ford Ranger	£20,000
Replace Flail Mower	£ 3,500

MINUTE 26

Heart of England in Bloom

It was RESOLVED that, further to winning Gold in the Heart of England in Bloom campaign 2016, the Council should enter the Large Town category of Heart of England in Bloom 2017 and that a reserve of £5,000 should be added to the budget for this purpose.

Cllr Hopwood reported that an extra meeting of the Operations Committee had been arranged for Thursday 17 November 2016 at 6pm.

89. STRATEGIC PLANNING COMMITTEE

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

- Thursday 6 October 2016

It was RESOLVED that the Minutes of the Strategic Planning Committee meeting held on Thursday 6 October 2016 be received and adopted.

90. POLICY AND RESOURCES COMMITTEE

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

- Thursday 25 October 2016

It was RESOLVED that the Minutes of the Policy and Resources Committee meeting held on Tuesday 25 October 2016 be received and adopted.

MINUTE 37

Malvern Town Community Support Grant: Community Action Malvern and District

It was RESOLVED that Community Action be awarded a Malvern Town Community Support Grant of £10,900 for 2017/18 and that this should be included in the Annual Budget for 2017/18.

MINUTE 38**Quarterly Accounts – Second Quarter**

Cllr Thomas expressed concern about the Council's current financial position compared with last year. Income had reduced considerably whilst expenditure had increased, resulting in a deficit and the risk of a rise in the precept.

The Town Clerk responded that while income from the cemetery and from the ground-floor shop had fallen, and £11,000 had been incurred in election costs, there was only a shortfall of £2,000 against the half-year budget. She stated that forecasts still indicated an overspend for the current financial year but that this should be no surprise given the specific circumstances involved. Officers were beginning to work on the budget process for 2017/18 and would endeavour to balance service provision against costs. She saw no reason at present for a significant precept rise.

It was RESOLVED that Council note and approve the Management Accounts for the Second Quarter ending 30 September 2016.

MINUTE 41**Investment of Town Council Funds**

It was RESOLVED

- i. To use the Public Sector Deposit Fund in place of the Scottish Widows account for short-terms deposits.
- ii. To put £66,484 into CCLA Property Fund.
- iii. To reconsider Council investments as part of the budget process for the 2017/18 financial year.

91. NEIGHBOURHOOD PLAN WORKING PARTY

The Minutes of the following Neighbourhood Plan Working Party were received and noted:

- Wednesday 5 October 2016

92. AIMS AND OBJECTIVES WORKING PARTY

The Minutes of the following Aims and Objectives Working Party were received and noted:

- Wednesday 19 October 2016

Cllr Thomas felt that the Council was not sufficiently democratic and risked diminishing its role to rubber-stamping decisions made by Committees and Working Parties. He did not believe that the Council was focussing sufficiently on what people in Malvern wanted.

Most members disagreed. There was concern that a minority of Councillors were undermining the work of the Council in ongoing efforts to frustrate the democratic process.

Cllr M Campbell, Chairman of the Aims and Objectives Working Party, pointed out that the recommendations from the Working Party would be considered by Policy and Resources Committee before any firm recommendations from that Committee were made to full Council.

MINUTE 2

Review of Overall Aims and Objectives

It was RESOLVED to incorporate amendments and additions to the Council's current Aims and Objectives as detailed on the Appendix attached to the Notes of the meeting.

It was further RESOLVED that Policy and Resources Committee should consider the following points:

- Greater delegation to Committees should be considered to avoid unnecessarily long and unwieldy Council meetings. Committee decisions should also be respected.
- The roles of individual Committees should be further examined as it was felt that the current structure could be streamlined and therefore improved.

93. **DATE OF NEXT MEETING**

Tuesday 20 December 2016 at 6.00pm.

The meeting ended at 7.25 pm.

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Councillor C Palmer (Mayor)