

**MINUTES OF A MEETING
OF THE POLICY AND RESOURCES COMMITTEE
MALVERN TOWN COUNCIL**

held on Tuesday 2 May 2017

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

Councillors

Present

C Smith (Chairman)

J Cain

J Campbell

J O'Donnell

B Regimbeau

P Tuthill

R Yates

Absent

M Campbell (apologies)

S Nichols (apologies)

In attendance

Cllr Palmer (Mayor)

Cllr Lambeth

Linda Blake – Town Clerk

Louise Wall – Minute Clerk

80. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs M Campbell and S Nichols.

81. DECLARATIONS OF INTEREST

Cllr Paul Tuthill – County Council

82. PUBLIC PARTICIPATION

None

83. QUARTERLY ACCOUNTS – FOURTH QUARTER

March Management Accounts

Report PRC01/17 was received and the Town Clerk presented the Quarterly Accounts.

Committee received the management accounts. The Town Clerk outlined the major variances for the quarter and it was noted that there was an underspend against budget of £17,901 during the fourth quarter.

Committee noted that for the entire Financial Year to 31 March 2017, there was an overspend against budget of £9,528 and the Town Clerk outlined that this was a good financial position given the three major factors that had indicated a higher overall overspend for the year, namely lower cemetery income and rental income, the cost of two by-elections and staffing costs following the benchmarking exercise.

It was **RECOMMENDED** that Council approve the Quarterly Accounts for the Quarter ending 31 March 2017.

Cash Report CR1 – March 2017

Committee **NOTED** the Cash Report for March 2017.

Bank Payments Schedule March 2017

Committee **NOTED** the Bank Payments Schedule for March 2017.

Committee expressed its thanks to the Town Clerk and Operations Manager for their work on the accounts and for keeping the overspend for the year under £10,000.

84. WORKS REQUIRED AT THE BOWLING GREEN, VICTORIA PARK, FOLLOWING FIRE DAMAGE

The Town Clerk presented report PRC02/17.

The Committee **AGREED** to remove the damaged section of hedge only and to replace it with close-board fencing.

It was further **AGREED** to accept the offer of £250 from the family of the culprit and to ask for a written apology.

Councillors also felt that appropriate landscaping should take place to make the area more aesthetically pleasing from the park side.

85. WORKS TO BELLE VUE BUILDING

Committee considered the only quotation received so far for refurbishment works to the middle flat.

It was **AGREED** that the flat should be re-let immediately in its current state for an initial six months, that officers obtain a further two quotes in the next two months with the view that refurbishment work should commence in six months' time, at the end of the let period.

It was **AGREED** that Cllr J Campbell and Charles Porter will progress this between them.

86. SAFEGUARDING POLICY AND DBS CHECKS FOR COUNCILLORS

The Town Clerk presented report PRC03/17.

It was **RECOMMENDED** that:

- Council approves the draft safeguarding policy
- The Mayor and Deputy Mayor should have DBS checks in each Mayoral year.

87. TOURIST INFORMATION CENTRE WORKING PARTY

The Town Clerk reported that the online petition had reached just over 500 signatories. The council newsletter will be sent out soon which will promote the petition further.

UNADOPTED

It was also reported that a letter was being sent to Malvern Hills District Council asking for further information and questioning whether MHDC would consider a business plan from the Town Council to ensure Malvern Tourist Information Centre remains in its current location.

88. RESPONSE TO COUNCILLOR NOTICE OF MOTION – ROADSIDE SIGNS

Councillors **NOTED** the response to the Freedom of Information Request about County Council roadside signs and it was suggested that Councillor Yates raise his request with his local county councillor.

89. DATE OF NEXT MEETING

The next meeting of the Policy and Resources Committee will be held on Tuesday 6 June 2017.

The meeting closed at 7.45 pm

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(Chairman)

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