

## MALVERN TOWN COUNCIL

### MINUTES OF POLICY AND RESOURCES COMMITTEE

held on Tuesday 21 March 2017

in the Council Chamber, Town Council Offices, at 6.00 pm

#### Councillors

##### Present

C Smith (Chairman)  
J Cain  
J Campbell  
M Campbell  
S Nichols  
P A Tuthill

##### Apologies

B A Regimbeau  
R K Yates

##### Absent

J O'Donnell

#### In attendance

Cllr Palmer - Mayor  
Linda Blake - Town Clerk  
Louise Wall - Minute Clerk

#### 70. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Yates and Regimbeau.

#### 71. DECLARATIONS OF INTEREST

None.

#### 72. FINANCIAL REPORTS

Report PRC01/17 was received.

##### **Cash Report CR1 January and February 2017**

- The Committee **NOTED** the cash report for **January and February 2017**.

##### **Bank Payments Schedule January and February 2017**

- The Committee **NOTED** the Bank Payment Schedule for **January and February 2017** and it was requested that a breakdown of the Valuation Office Agency fee of £6,900 should be obtained.

#### 73. NEW SCULPTURE IN ROSE BANK GARDENS

The Town Clerk presented Report PRC02/17.

It was **AGREED** that the Town Council would pay the planning fee for a new skylark sculpture to be erected in Rose Bank Gardens. This is currently £192.50 which is discounted by 50% from the full fee.

**74. LIFT MAINTENANCE CONTRACT – BELLE VUE TERRACE**

The Town Clerk presented Report PRC03/17. The current maintenance contract is due to end this year and in view of this, alternative quotations have been obtained.

It was **AGREED** to enter into a new annual contract with Company B, option 1, subject to three references being obtained beforehand.

**75. GRANT MARIÁNSKÉ LÁZNĚ TWINNING ASSOCIATION**

The Town Clerk presented Report PRC04/17.

It was **AGREED** to award the grant of £220.00 from the reserve for the purpose of paying for accommodation for Mr Dennison when he visits Malvern from 23 – 27 March.

**76. INSTALLATION OF CENTRAL HEATING / DAMP-PROOFING IN BELLE VUE REAR SHOP**

Report PRC05/17 was received and heating options discussed. Whilst the proposals were accepted in principle, it was **AGREED** that more details of the chosen scheme would be presented at the next meeting.

**77. REFURBISHMENT OF REAR BUILDING AT 28-30 BELLE VUE TERRACE**

The Town Clerk reported that the Operations Manager has been obtaining quotations for the refurbishment. These are still coming in but so far double glazing is likely to cost between £3,000 and £4,000 depending on style of windows. The works will include refurbishing the bathroom, kitchen and removing a wall to make a kitchen-diner.

**78. TOURIST INFORMATION CENTRE WORKING PARTY**

The Tourist Information Centre Working Party has met once so far with a second meeting being arranged for the week commencing 27 March. A reply has been received to the Freedom of Information request sent to Malvern Hills District Council and the information provided will be the basis for discussions at the next Working Party meeting.

**79. DATE OF NEXT MEETING**

The next meeting of the Policy and Resources Committee will be held on Tuesday 2 May 2017 at 6.00 pm.

The meeting ended at 7.00 pm.

.....  
Councillor C Smith (Chairman)