

**MINUTES OF A MEETING
OF THE OPERATIONS COMMITTEE
MALVERN TOWN COUNCIL**

held on Thursday 7 December 2017

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

Councillors

Present

I Hopwood (Chairman)
C Bovey
L Lambeth (arrived 6.05pm)
P Mewton
P Smith
D Watkins

Absent

H Campbell (Apologies)
M Fletcher
M Harvey (Apologies)

In attendance

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

37. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillor H Campbell and Councillor M Harvey.

38. DECLARATIONS OF INTEREST

None.

PUBLIC PARTICIPATION

None.

39. CHRISTMAS LIGHTING CONTRACT

Report OC01/17 was received.

The Committee **RECOMMENDED** that the current lighting contractor's offer of extending the contract for erection and dismantling of Christmas lights for a further 12 months at the same cost as the original three-year contract should be accepted.

40. CHRISTMAS LIGHTS – EXPENDITURE 2018/19

Report OC02/17 was received.

The Committee **RECOMMENDED** that no budget should be allocated to replace the permanent lighting in the London Plane trees on Belle Vue Island. It was **NOTED** that should this lighting display deteriorate any further, it would be removed for 2018.

41. ALLOTMENTS – WATER USAGE

Report OC03/17 was received.

The Committee **RECOMMENDED** that battery-operated timing valves should be installed at Goodwood Road and Knapp Way Allotment sites to restrict water usage to five hours a day, and that a consultation should take place with the allotment holders as to the best timings of the five hours' water usage.

42. BUDGET 2018/19

The Town Clerk presented the Draft Operational Budget which had been put together incorporating recommendations made at the last meeting of this Committee.

The Town Clerk and the Operations Manager outlined the proposed budget for 2018/19 and explained that the proposed net expenditure was £225,155 for 2018/19 compared to a forecast for the current year of £208,114 and from an initial budget for 2017/18 of £219,397. The Town Clerk outlined the factors contributing to this slight increase.

The Committee **AGREED** that further to the benchmarking exercise carried out by Officers, allotment charges should be held at £36.00 and included within the 2018/19 budget. These charges would be reviewed by the committee again for the 2019/20 budget.

The Committee **AGREED** that the Draft Operational Budget for 2018/19 be submitted to Full Council for approval as part of the overall budget and precept requirements for 2018/19.

Cllr Watkins thanked the Town Clerk and other Town Council Officers both for their work in preparing the budget and for keeping costs low throughout the year.

43. DATE AND TIME OF NEXT MEETING

It was **AGREED** that the next meeting of the Operations Committee would be held on Thursday 11 January 2018 at 6.00 pm.

The meeting ended at 7.00pm

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(Chairman)