

UNADOPTED

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

held on Wednesday 19 December 2018

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

Councillors

Present

C Palmer (Chairman)
C Bovey
H Campbell (arrived 6.07 pm)
J Campbell (arrived 6.07 pm)
M Harvey
I Hopwood
L Lambeth
P Mewton
N Mills
N Morton

J O'Donnell
P Smith
J Thomas
P Tuthill
D Watkins

Absent

J Cain (apologies)
S Charles (apologies)
M Campbell (apologies)
M Fletcher (apologies)

In attendance

Linda Blake – Town Clerk
Charles Porter – Operations Manager
Louise Wall – Minute Clerk

Prior to the start of the meeting, the Mayor expressed her sadness at the news of Cllr Regimbeau's death on Tuesday. He had recently commissioned a lectern in his name which he had planned to present to Council at tonight's meeting, and this would serve as a lasting and fitting memory of him. A toast was then made to Cllr Regimbeau.

The meeting started at 6.02 pm

108. APOLOGIES FOR ABSENCE

Members decided to consider apologies separately.

Apologies were not accepted from:

- Cllr Matt Fletcher – although on holiday Cllr Matt Fletcher had not attended a Town Council meeting since 4 July 2018 and had not submitted apologies. Cllr Mark Harvey abstained from voting as he is a family friend.
- Cllr Matt Campbell – work commitment

Cllr Jill Campbell and Cllr Hannah Campbell joined the meeting.

Apologies were accepted from:

- Cllr Jenny Cain – work commitment
- Cllr Samantha Charles - work commitment

Under the terms of the Local Government Act 1972, Cllr Matt Fletcher will cease to be a member of Malvern Town Council from 4 January 2019.

109. DECLARATIONS OF INTEREST

- Cllr Paul Tuthill – WCC and owns a house in proximity to North East Malvern

110. MINUTES OF PREVIOUS MEETINGS

It was **NOTED** that there was an error in the attendance section of the last Council meeting minutes. Cllr Harvey had given his apologies and therefore was incorrectly listed as being present at the meeting.

It was **RESOLVED** that the minutes of the following meeting, with the above amendment, be approved and adopted as a correct record of the proceedings and they were signed by the Mayor.

- Full Council meeting 7 November 2018

PUBLIC PARTICIPATION

None.

111. NOTICE OF MOTION – GREEN SPACE MANAGEMENT ON LAND NORTH EAST OF MALVERN

In the absence of Cllr Charles, Cllr Neil Morton agreed to second the Notice of Motion.

Cllr Palmer presented her Notice of Motion and discussion followed regarding the extent and cost of the Town Council's role in management and maintenance of play areas and green spaces at the proposed development at North East Malvern. It was suggested that the recent report presented by John Raine to MHDC's Overview and Scrutiny Committee in July could provide useful reading.

Cllr Tuthill informed the meeting that when planning permission was agreed for the large development at Worcester South, a specific contract was drawn up to outline an organisational structure to manage the green spaces and that reference to this may be useful.

It was **RESOLVED** that Malvern Town Council gives authority to the Town Clerk and Operations Manager to enter into initial discussions with Gleeson Developments Ltd/Welbeck Strategic Land, the developers of Land at North East of Malvern regarding the design, management and maintenance of play areas and green space on the site. Newland Parish Council should also be involved in these discussions, due to the location of the proposed green space.

It was further **RESOLVED** that discussions with MHDC planners should take place to explore the option of replicating a similar agreement to that made at Worcester South.

112. NOTICE OF MOTION – REDEVELOPMENT OF VICTORIA PARK PAVILION

Cllr Thomas presented his Notice of Motion.

Members had differing ideas on how best to approach the proposed development of the pavilion with some believing there should be an initial feasibility study commissioned whilst others thought that work carried out by previous working

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parties could be updated and used. All agreed that it was important that a tight control was kept over total project costs and that funding could be applied for. It was agreed that a Task and Finish group that could look at all of these ideas may be the best way forward. However, at this point of time, the proposed resolution was for a more general overview of the way forward.

Therefore, it was **RESOLVED** that the Operations and Planning Committee, together with council officers and other interested parties draw up a bold and imaginative scheme to redevelop the Victoria Park Pavilion, taking into account current and possible future needs, and to enhance user and visitor facilities.

113. **MAYOR'S ANNOUNCEMENTS**

The Mayor gave thanks to Cllr Regimbeau for deputising at the last council meeting and at other events, also for his kind donation to the council of the lectern.

The Mayor thanked Cllr Hopwood for travelling to Landrecies in November and representing the Town Council at the World War One commemoration events. As the Mayor had been on holiday for Remembrance, Cllr Palmer had laid a wreath in Sydney.

The Christmas lights switch-on events in Malvern and Barnards Green had been very successful but the Mayor was particularly impressed by the way Malvern Link's Christmas event has grown in only its second year and it was very well supported by local businesses and residents alike.

Other events recently attended by the Mayor were the Rotary Tree of Light in Priory Park, meeting Princess Anne at the Three Counties Showground and last Saturday's charity concert in the Priory, which had raised over £400 for Sight Concern with nearly £300 being given to the Malvern Hills Brass Band. The Priory was full and everyone enjoyed the performances by the brass band and the Rock Choir.

Cllr Palmer thanked staff at Malvern Town Council and all of the Councillors who have helped throughout the year at various events, as their help was essential in making all of the events so successful.

Cllr Harvey said he had spoken to some members of Cllr Regimbeau's family and they appreciated all the messages of condolence they had received. Cllr Palmer announced that there will be a service at Worcester crematorium at 1.00 pm on Friday 18 January for Cllr Regimbeau, who will be missed by all.

114. **TOWN CLERK'S REPORT**

Website

Councillors had had the opportunity to see the new website prior to the meeting but the Town Clerk asked them to let the office know if they had any suggestions or comments to make once they had looked at the site in more detail. Training would be arranged in the New Year for those Councillors who were interested. Overall, the new website is looking good and will provide a much more flexible

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base for use by staff, Councillors and the public. The Town Clerk thanked Louise and Dilys for all of their hard work in getting the site up and running.

SWDP – Issues and Options

After a working party meeting and some advice from the Neighbourhood Plan Consultant, a robust response was submitted to this consultation.

Planning Enforcement Summit

Further to comments on the memo, Cllr Palmer and Cllr Morton are attending the Planning Enforcement Summit in January which is being held for Parish and Town Councils. Councillors were reminded that any issues they wish to be raised should be given to the office by the coming Friday.

115. REPORTS BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE

Cllr James O'Donnell (District and County)

Cllr O'Donnell reported that the Grange has been leased and is now occupied by the new tenants. There are no big planning issues currently as the proposed development at Newlands has been deferred. Costs for the new reception at the Council House are high but this is partly because of the building's listed status.

Cllr Paul Tuthill (County)

Cllr Tuthill has met the new Acting Chief Executive and Chief Operating Officer for the Worcestershire Acute Hospitals NHS Trust, Paul Brennan, who comes from a similar role at Oxford University Hospitals NHS Trust. Cllr Tuthill was encouraged by Mr Brennan's past experience and hopes that his good work will continue in Worcestershire.

Cllr David Watkins (District and Ward)

Cllr Watkins is pleased by how the new reception area at the Council House will provide a face-to-face service and be much more welcoming, when previously visitors have been met with a locked door.

Cllr Hannah Campbell (District and Ward)

The play area in Priory Park is progressing and will be ready in the summer rather than at Easter, as previously hoped.

116. MEMBERS' QUESTIONS

There were no Members' Questions.

117. BUDGET 2019/20

Report CL01/18 was accepted.

The Town Clerk reported that several meetings had been held over recent months to put together the budget and that the aim was to keep any increase in the precept as low as possible, whilst not compromising the level of service delivered

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or the amount of projects to be completed. It had not been possible to reach a zero budget and this year's budget is 2% which is an increase of £13,000.

Unfortunately, MHDC had not been able to provide the latest council tax base figures in time for the meeting. The Town Clerk explained that if this housing based figure has increased, this means that the precept will be spread over more households and therefore the increase on a council tax charge would in fact be less than 2%.

Councillors present felt that a 2% increase was reasonable, particularly when considering the level of increases (and monetary value) agreed by other precepting organisations.

It was therefore **RESOLVED** that the 2019/20 precept for Malvern Town Council should be set at £663,000.

Cllr Thomas thanked the Town Clerk, members of staff and members of the committee who had worked on the budget, which was reiterated by Cllr Watkins. This was fully endorsed by all Councillors present.

118. **ELGAR AVENUE – PLANNING PERMISSION UPDATE**

Report CL02/18 was noted.

Council **NOTED** the current situation with regard to obtaining outline planning permission on Elgar Avenue allotments. The Town Clerk will provide a further update at the next meeting.

119. **THE NEIGHBOURHOOD PLAN**

MHDC are at present carrying out the Section 16 Final Public Consultation which will end at 5pm on Friday 21 December 2018. Once the consultation is completed, the document will be subject to an independent examination. The Town Council has selected an examiner, who has been officially appointed by MHDC and the examination phase will take place during January 2019.

As from last week 42 responses had been received, but more are expected this week.

The Examiner has agreed that Malvern Town Council can provide feedback to the consultation responses and this will need to be completed by 18 January 2019. Officers will be meeting with the Neighbourhood Plan Consultant in the New Year to prepare the Council's response.

The Examiner anticipates that around the beginning of February 2019 he will be in a position to send a confidential draft of the report to the District Council and the Town Council to allow an opportunity to check whether there are any factual errors. However, this will not be an opportunity for any further representations to be made.

120. POLICY AND RESOURCES COMMITTEE

Report CL03/18 was received and accepted.

Cllr Thomas presented the recommendations from the Policy and Resources Committee meeting held on 12 December.

It was **RESOLVED** that the Draft Electronic Payments Policy be adopted.

It was **RESOLVED** that the Council Complaints Policy be updated.

121. TASK AND FINISH GROUP – AIMS AND OBJECTIVES

Cllr Morton reported that at the meeting held on 13 December 2019, the Task and Finish Group had set the short-term Aims and Objectives for 2018/19, with a further meeting to be held in January to look at the long-term Aims and Objectives. He asked that if any Councillors had any long-term Aims and Objectives they wished to be included, that they let him or officers know in readiness for the meeting.

122. DATE AND TIME OF NEXT MEETING

It was agreed that the date of the next meeting of Full Council will be Wednesday 6 February 2019 at 6.00 pm.

The meeting finished at 7.20 pm.

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(Chairman)