

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

held on Wednesday 18 September 2019 at 6.00 pm

in the Council Chamber, Malvern Town Council, Belle Vue Terrace, Malvern

Councillors

Present

J Thomas (Ch)
C Hooper (VCh)
J Dallow
N Houghton
L Lambeth (substitute for Cllr Hooper from
6.30pm)
L Lowton
R McLaverty-Head
N Mills
D Roberts
P Tuthill

Absent

J O'Donnell (apologies)

In attendance

Linda Blake - Town Clerk
Lyndsey Davies - Minute Clerk
Cllr Neil Morton

There were four members of the public at the meeting.

28. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Cllr James O'Donnell – ill health

29. DECLARATIONS OF INTEREST

- Cllr Clive Hooper – Former Chair of Malvern Civic Society, agenda item 5, large grant 10 (Malvern Civic Society – 3 large commercial gazebos) and small grant 4 Malvern Community Forest (water butt and fittings)
- Cllr Paul Tuthill – Auditor Malvern Civic Society, and as a Worcestershire County Councillor has given funding to some of the organisations applying for grants
- Cllr Nick Houghton – Chair of Malvern Pride
- Cllr Lynne Lambeth – has a relative who is a member of Malvern Buzzards

30. 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 they were signed by the Chairman:

- Policy and Resources Committee held on 28 August 2019.

PUBLIC PARTICIPATION

Jim Kelly, Secretary for the Centenary Choir – formerly the Trench Choir, spoke about the choir’s application to fund transport for a visit to Landrecies in France, to sing under the Malvern Arch. Mr Kelly explained that the visit hoped to re-establish the historical links with Malvern which had been created 100 years previously when Malvern gave assistance to help rebuild the town after the First World War. The choir are currently focussing their music on the last 100 years as well as concentrating on the themes of social history, women’s work during the wars and international friendship. The grant for £1,500 was a third of the total cost of the visit, with the choir funding the remainder themselves.

Jackie Oakey from the Malvern Priory Bowling Club gave a brief background on the membership of the club. They have tried various membership drives, this year offering 50% off the membership fee, which has increased the membership to 90 plus members and she is confident this will continue into 2020. The grant is to help towards paying for an automatic irrigation system, as at present, ageing members of the club are watering the bowling green by hand, often during the day when absorption is at its highest and an automatic irrigation system could be set during the night-time thus eliminating the amount of water wastage. The system would be a permanent installation and no mechanisms will be seen as it will be underground.

The club has already raised and received grants to the total of £5,000 of the total cost of the system £9,500. The club have a fundraising plan, with events taking place each month. Forthcoming events include a barbecue and a bridge drive.

31. SMALL GRANTS

Report PRC01/19 was received and discussed.

Committee **AGREED** to award the following small grants as it was felt that these groups had both fulfilled the scheme criteria and submitted the required supporting information:

St Richard’s Hospice	£500.00
Eden Church	£492.00
Malvern Community Forest	£336.46
Malvern Buzzards	£500.00
Malvern Pride	£500.00
1 st Malvern Scout Group	£500.00
1 st Malvern Company Boys’ Brigade	£500.00
7 th Malvern Company Girls Brigade	£500.00
Total	£3,828.46

Committee **DECLINED** to award the following small grant:

Malvern’s Marvellous Trees (£500) - Committee felt that although there was a lot of potential with the scheme, there was not enough information communicated through the grant application. Committee felt that the group could be encouraged to reapply for a grant when the scheme has developed further.

Councillor Clive Hooper left the meeting at 6.30pm.

32. LARGE GRANTS

Report PRC02/19 was received and discussed.

Committee **NOTED** that applications totalled nearly £23,000 with a budget of £12,000 available and therefore each of the 12 grant applications were discussed in depth.

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i. It was **RECOMMENDED** that the following Large Grants should be awarded:

St Matthias C of E Primary School	Full grant	£2,522.95
Malvern Priory Bowling Club	Full grant	£2,500.00
Perfect Circle Theatre Company	Full grant	£800.00
ARCOS	Full grant	*£3,500.00
* with the condition that monies are only paid when 50% of the remaining balance has been raised.		
The Chase High School	Part grant	£1,500.00
Malvern Civic Society	Part grant	£1,500.00
Sub-total		£12,322.95

ii. It was **RECOMMENDED** that Large Grants should also be awarded to:

Centenary Choir	Full grant	£1,500.00
The Hills Singers	Full grant	£1,000.00
Sub-total		£2,500.00
Overall Total		£14,822.95

This would take expenditure over the £12,000 budget and therefore additional funding should be taken from the small grants scheme underspend and the budget contingency fund.

It was **RECOMMENDED** that grants to Autumn in Malvern Festival and Reaction Theatre Makers should not be awarded from the Large Grants budget. Committee members felt that as this funding was part of an annual festival in each case that these grants should be re-submitted to Full Council as Special Grants.

The Committee **RECOMMENDED** that grants to Malvern Dial-a-ride and 1017 Squadron Air Training Corps would not be awarded. The reasons as follows:

Malvern Dial-a-ride's application had supporting information from its umbrella organisation rather than the Malvern branch and Councillors felt that the costs were rather high.

1017 Squadron Air Training Corps' application for a mini-bus was not felt to be sustainable or a good use of resources when other options of transport could be pursued.

33. REVIEW OF FINANCIAL REGULATIONS

Report PRC03/19 was received.

The Committee **RECOMMENDED** that the Financial Regulations be approved by Full Council, with no further amendments being required.

Exclusion of Press and Public

To resolve pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

It was **RECOMMENDED** that the re-organisation of existing Town Council staff to cover administration roles and responsibilities is now made permanent with a further review of hours to take place in six months' time.

34. DATE OF NEXT MEETING

It was **AGREED** that the next meeting of the Policy and Resources Committee will be Wednesday 30 October 2019 at 6.00 pm.

The meeting closed at 8.25 pm.

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(Chairman)

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