

UNADOPTED

MINUTES OF A MEETING OF
MALVERN TOWN COUNCIL

held on Wednesday 5 February 2020

Council Chamber, Belle Vue Terrace, Malvern at 6.00 pm

Councillors

Present

N Morton (Chairman)
L Lambeth (Vice Chairman)
C Bovey
J Dallow
C Hooper
N Houghton
J Leibrandt
P Mewton
N Mills
C Palmer
D Roberts
P Smith
S Taylor
P Tuthill
D Watkins

Absent

S Charles (apologies)
L Lowton
R McLaverty-Head (apologies)
J O'Donnell
J Thomas

In attendance

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

124. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

- Cllr S Charles – recovering from operation
- Cllr R McLaverty-Head – parents' evening

It was noted that no apologies were received from Cllrs Lowton, O'Donnell or Thomas.

Councillors agreed that the Town Council would send its best wishes to Cllr Charles for a speedy recovery.

125. DECLARATIONS OF INTEREST

- None

126. MINUTES OF PREVIOUS MEETINGS

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 Mayor:

- Full Council meeting 18 December 2019

PUBLIC PARTICIPATION

None.

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127. **MAYOR'S ANNOUNCEMENTS**

The Mayor had attended a meeting of the Baden-Powell Guild and given a talk on the role of the Town Mayor. It had been an enjoyable afternoon and the Guild had kindly given a donation to the Malvern Hills Foodbank.

The liaison meeting with MHDC just before Christmas had highlighted the poor attendance of district councillors at town council meetings and in particular those who do not also sit on the Town Council as well as lack of information transferring from District to Town. MHDC have agreed to hold a meeting to try to improve this situation.

The Mayor announced that Henry Steer, President of Malvern Victoria Bowling Club, had sadly passed away recently. Henry had played a huge part in securing funding for and overseeing the complete renovation of the clubhouse in Victoria Park which is owned by the Town Council but leased by the Bowling Club. He most recently ran the bar at the Mayor's Quiz held in the clubhouse and gave his time to help with this fundraising event. His funeral is on Friday and the Mayor will attend on behalf of the Town Council. Other councillors are welcome to attend if they wish.

128. **TOWN CLERK'S REPORT**

The Town Clerk reported that Paul Hern had passed away at the weekend. Paul has been the driving force behind both Boys and Girls Brigades in Malvern for many years, and the Town Council had been very fortunate to work with him on events such as Remembrance.

In August 2019 the Town Council agreed to take ownership of the recreational land, which forms part of the Planning Application for 63 homes on land at Mill Lane, Malvern. Countryside Properties has now completed the purchase of the land and sub sale of the main site to Waterloo Housing Group (now Platform) and construction is also underway. The recreational land has been retained, the agreement being that it is transferred to the Town Council. The Town Council has instructed solicitors so that the transfer can be completed.

Following a number of street naming requests the name "Damson Close", put forward by North Malvern Ward Councillors, has now been accepted, and the new street name of "Hawberry Close" has been approved and accepted for the development at the former Walshes yard in Chase Ward.

The Town Clerk explained that behind each of two of the big Town Council events during the year is a small steering group which plays an essential role in helping to plan these events. Volunteers are always needed for both of these and interested councillors were welcome at the next meetings.

- The Christmas Committee chaired by Jenny Cain (an ex councillor and local trader) will hold its first meeting for 2020 next Wednesday at 11am.
- The Malvern in Bloom steering committee, chaired by Councillor David Watkins will hold its next meeting at 2pm on Tuesday 3 March.

Cllr Peter Smith asked that it be minuted that the Aldwyn Voices concert held at Tewkesbury Abbey in December 2019 had raised £219 for Malvern Hills Foodbank, one of the Mayor's charities. A small donation had also been made from the Autumn in Malvern Festival.

129. **REPORTS BY COUNTY AND DISTRICT COUNCILLOR REPRESENTATIVES IN ATTENDANCE**

County Councillors

UNADOPTED

Cllr Lucy Hodgson had sent a written report which had been distributed ahead of the meeting. The Town Clerk explained that all district and county councillors are invited to Full Council meetings, and asked if they would like to submit a written report if they can't attend the meeting in person.

Cllr Paul Tuthill reported that the West Midlands ambulance service, the best in the country, has won the 111 emergency number contract and with 130 newly recruited staff will provide medical back up to callers, which in turn will hopefully relieve pressure at the A & E department. He also reported that the new fire station at Kidderminster was up and running, including the two compact fire engines which will be deployed at Worcester and Bromyard.

District Councillors

Cllr Neville Mills reported that the district council is trying to encourage more youngsters into apprenticeship schemes and is currently investigating the lack of interest and the companies that supply placements. The Mayor asked Cllr Mills to send in a brief summary of these details to the office for distribution.

Cllr Cynthia Palmer announced that Jack Hegarty of MHDC is leaving in the summer and his replacement is currently being sought. MHDC are working towards setting the annual budget for 2020/21 but are waiting for the Police and Fire Authority to confirm their budgets first. Cllr Palmer also reported that the results of the consultation by the Malvern Hills Trust are now available on their website <https://www.malvern hills.org.uk/public-consultation/>

130. TOWN COUNCIL WARD REPORTS/REPRESENTATIVES ON OUTSIDE BODIES

Cllr Clive Hooper (CALC representative) reported that he had recently attended a CALC meeting and was now receiving the monthly CALC newsletter which is useful as it contains monthly updates and many documents that are available to councillors on current topics. Cllr Hooper informed councillors that Pershore Town Council had been the first in the country to be re-accredited Quality Gold in the Local Council Award Scheme. Cllr Hooper suggested that Malvern Town Council also look at gaining accreditation.

Cllr Cynthia Palmer (Community Action) reported that there was an upcoming vacancy as Jacci Philips, the current Chief Executive Officer, was leaving in the near future.

Cllr Neville Mills (Link ward) reported that there had been a recent spate of vandalism and antisocial behaviour in Malvern Link and the Police were investigating as well as CCTV being set up to try to combat this. The Mayor asked Cllr Mills to report back at the next meeting on the progress, if any, of the Link fountain project.

Cllr Sharon Taylor reported that a second meeting of the Ecology group had meet this week and a date of 2 March set for the next meeting of the whole environmental panel.

Cllr Josephine Leibrandt and Cllr Cynthia Palmer had been to another meeting of the Friends of Priory Park, and the focus is now on more wildlife-friendly areas, a new scaled-down version of the play area and engaging the public to put forward their ideas.

131. MEMBERS' QUESTIONS

There were no Members' Questions.

132. NOTICE OF MOTION

Cllr Josephine Leibrandt presented her Notice of Motion that the Town Council supports an Earth Day event on 22 April and provides a small budget for the event of £500, this was seconded by Cllr Neil Morton.

Cllr Leibrandt informed Council that the aim of the event is to bring together the local community to share knowledge and provide information on environmental action, whilst celebrating our Earth and its wildlife with music and creativity. This would also help fulfil the aims of the declaration of a climate emergency.

Most Councillors present felt that this was a good way of showing the Town Council's commitment to advocate environmentally sound practices and procedures and that £500 was a modest amount to set aside.

It was **RESOLVED** that Malvern Town Council organises an Earth Day event on the afternoon and evening of Wednesday 22 April to mark the 50th anniversary of Earth Day. The Town Council should provide a small budget of £500 to help fund the hire of Malvern Cube and any associated costs.

133. REVIEW OF COUNCIL DISPATCH PROCEDURES

Report CL01/20 was received and accepted

The Mayor thanked everyone for their contributions at the last meeting on this subject and reported that all comments had now been amalgamated with a view to satisfying the majority. As such, the recommendations were explained and a short discussion followed. It was noted that the district council did not distribute any paper copies of documents now.

- 1) It was **RESOLVED** that Councillors continue using Malvern Town Council email addresses but a training session with the Council's IT contractor can be arranged to assist anyone having difficulties.
- 2) It was **RESOLVED** that Councillors will be offered the option to have a Windows Tablet for Council business. Tablets to be set up to receive Town Council emails, to connect with Wi-Fi in the Council Chamber during meetings and to load the Town Council website.
- 3) It was **RESOLVED** that non-paper dispatches be continued but paper copies of certain large documents be made available to those on the relevant committee. This to include Quarterly Accounts, Budget Paperwork and Grants Scheme papers.
- 4) It was **RESOLVED** that the Councillors' annual printing allowance be increased from £30.00 to £50.00.

Cllr Josephine Leibrandt left the chamber at 7.35 pm

134. CODE OF CONDUCT

Report CL02/20 was received and accepted.

The Town Clerk informed members that the Code of Conduct was last adopted in 2012, but that a new version had now been issued both by CALC and the Monitoring Officer at MHDC who were both recommending that it be adopted in its full version.

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The new version attached to the report had changes from the previous version marked in green and additions in red, although it was noted that appendices 3 and 4 were new additions and were wrongly coloured in green.

Cllr Josephine Leibrandt re-entered the chamber at 7.45 pm

Some members felt that the Code of Conduct was a useful tool only if any infringements could have sanctions imposed, whilst others felt the code was a positive tool as it offered guidelines to councillors.

It was **RESOLVED** that Full Council adopts the new amended version of the Code of Conduct.

135. OPERATIONS AND PLANNING COMMITTEE

Report CL03/20 was received and accepted.

Cllr Lynne Lambeth presented the recommendations from the Operations and Planning committee meeting held on 15 January 2020.

It was **RESOLVED** that contractor B (Chris Palmer's) quotation to refurbish the flats at the rear of Belle Vue Terrace be accepted subject to a satisfactory start date and that a contingency amount should be available as per the Town Clerk's delegations.

136. BASKETBALL COURTS - VICTORIA PARK

The Town Clerk updated the members that the order for the Flex Court surface had now been placed and that the project was progressing, with an opening date of Saturday 16 May 2020.

137. DATE OF NEXT MEETING

It was agreed that the date of the next meeting of Full Council would be Wednesday 4 March 2020 at 6.00pm.

The meeting finished at 7.55 pm.

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(Chairman)