

UNADOPTED

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

**held in the Park View Meeting Room, Community Hub, Victoria Park
Wednesday 12 March 2025 at 6.00pm**

Councillors

Absent

Present

D Mead (Chair)
S Austin
C Bovey
A Cherry
J Green
J Leibrandt
J MacLusky (from 6.02pm)
D Watkins

Also in attendance

L Blake - Town Clerk
C Porter – Operations Manager
J Winkworth – Minute Clerk
Cllr Marilyn Birks, Mayor

61. APOLOGIES FOR ABSENCE

None received.

62. DECLARATIONS OF INTEREST

Cllr Austin declared a personal interest in Agenda Item 5.

Cllr MacLusky arrived at 6.02pm

63. 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 these were signed by the Chair:

- Operations and Planning Committee meeting 29 January 2025

PUBLIC PARTICIPATION

None.

64. ELECTION OF VICE-CHAIR

Cllr Anne Cherry was elected Vice-Chair of Operations and Planning Committee.

65. COMMEMORATION FOR NICK HOUGHTON

Report OC01/24 was received and accepted.

The Chair asked the Committee for their thoughts on a fitting tribute for Nick. The following ideas were offered:

- Naming of the Community Hub
- Sign or Plaque to be situated by the MALVERN sign in Rose Bank Gardens
- Honour his work with Guide Dogs with a statue in Victoria Park

After discussion, Committee **AGREED** that the preferred option would be to erect a sign/plaque by the MALVERN sign in Rosebank Gardens.

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It was **AGREED** that the Town Clerk, Operations Manager and Chair of Operations and Planning would meet to consider suitable wording for the plaque and a possible design for how the plaque would be mounted. This would then be brought to the next meeting of Committee before a recommendation was submitted to Full Council.

It was **NOTED** that any plaque/sign should have longevity, be kept in place at least for the lifetime of Nick's family and be kept in good condition.

66. **REVIEW OF CHARGES FOR PARK VIEW COMMUNITY ROOM**

Report OC02/24 was received and accepted.

The Committee were asked to review the current charges for the Park View Community Room and to consider if any dispensations or discounts should be included in the fee structure.

Following further discussion, it was **RECOMMENDED** that:

- the current charges should remain in place with a further review to take place in six months
- every year the Mayor's charity or charities should be given free use of the room
- a morning or afternoon should be set aside each week when Town Councillors would be able to book the room for relevant Town Council business

67. **MUSIC IN THE PARK PROGRAMME 2025/26**

Report OC03/24 was received and accepted.

The Committee were asked to consider quotations received for the addition of an extra steel band, gospel choir or a calypso band for the afternoon concerts taking place during the summer months.

Following a discussion it was **AGREED** that a Calypso band would be added to the programme and that Lyndsey Davies, Operations and Office Co-ordinator would be given delegations to choose accordingly.

68. **VE DAY CELEBRATIONS**

Report OC04/24 was received and noted.

The Committee **RECOMMENDED** that an event to celebrate the 80th Anniversary of VE Day should be held on Saturday 10 May at Victoria Park.

Cllr Austin asked if there would be any memorial to mark VJ Day, and the Town Clerk agreed to discuss this with fellow officers and report back to a future meeting.

69. **PUMP TRACK AT ADAM LEE**

The Town Clerk informed the committee that full Planning Permission had been granted, and all Planning considerations are now fully approved. The Council is waiting for the Contractor to be in touch with a start date.

70. **SKATEPARK AT VICTORIA PARK**

The Town Clerk informed the committee that a meeting is due to take place tomorrow to agree the tender process (Thursday 13 March) and that there would be more information to report in due course.

71. **WORK PROGRAMME AND OPERATIONS UPDATE**

Report OC05/24 was received and accepted.

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The Operations Manager informed the committee that there has been no change since last month. Work has continued and the 'new years' work programme will commence in April.

The Chair asked for the committee's thanks to be passed onto the Operations Team for their continued work.

72. ENVIRONMENTAL MATTERS

Report OC06/24 was received and accepted.

There were no Environmental matters to report.

73. PLANNING CONSULTATIONS

Report OC07/24 was received and accepted.

There were no specific matters raised.

The Town Clerk updated the committee on M/24/01731/FUL, 61 Abbey Road which was discussed at last month's meeting – objections were received by MHDC and the planning application was refused.

74. DATE AND TIME OF NEXT MEETING

It was **AGREED** the next meeting of the Operations and Planning Committee would be held on Wednesday 30 April 2025 at 6.00 pm.

The meeting finished at 7.02 pm.

.....(Chairman)

