

## TENBURY TOWN COUNCIL 2021/22 MEETING TC06

Minutes of the meeting of TENBURY TOWN COUNCIL held on  
Monday 4<sup>th</sup> October 2021 at 7.00pm held  
in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA

**PRESENT:** Cllrs S. Bowkett, A. Corfield, L. Davies, M. Davies, J. Fielder, E. Hudson  
**[Chair]**, J. Morgan, D. Patrick, R. Plested and A. Wilkinson.

**IN ATTENDANCE:** The Town Clerk, the Assistant to the Town Clerk, Worcestershire  
County Council Cllr. D. Chambers and two representative of Tenbury Blooms.

The Mayor began by remembering Matron Margaret Morris who recently passed away.  
Matron Morris worked for many years at Tenbury Community Hospital and was a previous  
Mayor of the Town.

### C21.105 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. G. Hurst due to a family commitment  
and Cllr. B. Thomas due to a holiday.

### C21.106 DECLARATIONS OF INTEREST

No declarations of interest were made by Members under the Code of Conduct pursuant  
to the Localism Act 2011, in respect of items on the agenda.

### C21.107 DISPENSATIONS

The Clerk stated that there had been no requests for dispensation.

### C21.88 PUBLIC PARTICIPATION

The meeting was adjourned for public question time.

#### (i) Public Question Time – General

None

#### (ii) Report from the Safer Neighbourhood Police Team

Unfortunately a representative of the Safer Neighbourhood Team could not attend  
the meeting due to other work commitments.

#### (iii) Worcestershire County Councillor

Members received a written monthly report from the County Councillor, Cllr David  
Chambers, which had been circulated earlier.

Cllr. Chambers also highlighted two points that had been raised at the Tenbury  
Area Partnership meeting held on Thursday 30<sup>th</sup> September, the lack of school  
nurses and the schools' responsibilities to look after young carers. Cllr. Chambers  
stated that he intends to raise these issues at the next meeting of the Child and  
Family Overview and Scrutiny Panel.

Cllr. Chambers left the meeting at 7:07 pm.

#### (iv) Report from Malvern Hills District Councillor

Members received a report from Cllr. Bruton, which had been circulated to all  
Members.



## TENBURY TOWN COUNCIL 2021/22 MEETING TC06

Cllr. Bruton highlighted two points from her report, the Town Centre Transformation Plans and the Connected Communities Strategies and requested Members complete the surveys.

**The meeting of the Council was reconvened.**

### C21.109 TENBURY BLOOMS

Members received a presentation from Tenbury Blooms on the groups plans for 2022 and to consider any proposals regarding the Town Council planters.

The representative began with a report of this year's activity stating that approximately 12 volunteers had helped plant 100 summer baskets and install and replace brackets. The type of plants available for planting were restricted due to the late planting with some plants proving more resilient to the watering issues that were encountered. As a result, the group hope to order pulley systems for the baskets to assist in the watering process and to use more drought resilient plants.

With regards the Town Council planters, the representative stated that all but one had been adopted by a volunteer, however the existing plants have become 'leggy' and some have prolifically self-seeded leaving the planters untidy.

The representative stated that for 2022, the year of the Queen's Platinum Jubilee, the group would like to run with a red, white and blue themed planting in the baskets using red and white begonias and a blue floristry ribbon on the basket.

The group would like to continue the red, white and blue planting theme in the Town Council planters and asked Members to consider a request to remove the existing plants and replace with salvia and geraniums. The group require a decision to ensure availability of suitable plants.

The group also request to be considered for a Town Council grant and were instructed to submit an application at least two weeks prior to the December Finance and Staffing Committee meeting, where Town Council grant funding will be considered.

The representative stated that funding would be used to purchase potting compost, plants, basket liners and pulley systems.

### C21.110 MINUTES

To approve and sign the minutes of the meeting of Tenbury Town Council held on 20<sup>th</sup> September 2021.

It was proposed by Cllr. L. Davies seconded by Cllr. J. Fielder and

**RESOLVED: (9 For, 1 Abstention)**

**The minutes of the meeting of Tenbury Town Council held on 20<sup>th</sup> September 2021 were confirmed as a true and accurate account of the meeting and were duly signed by the Chair as a true and accurate record of the proceedings.**

### C21.111 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES

To receive and note the draft minutes of the following Committee meetings:

- (i) Facilities Committee – 20<sup>th</sup> September 2021



## TENBURY TOWN COUNCIL 2021/22 MEETING TC06

- (ii) Planning Committee – 27<sup>th</sup> September 2021
- (iii) Finance & Staffing Committee – 27<sup>th</sup> September 2021

It was proposed by Cllr. L. Davies seconded by Cllr. Patrick and unanimously

### RESOLVED:

The following minutes were duly noted

- (i) Facilities Committee - 20<sup>th</sup> September 2021
- (ii) Planning Committee - 27<sup>th</sup> September 2021
- (iii) Finance and Staffing Committee - 27<sup>th</sup> September 2021

### **C21.112 DRAFT SUPPLEMENTARY PLANNING DOCUMENT FOR LOCAL LISTED BUILDINGS**

Members received and noted the proposed draft Local Listed Building Supplementary Planning Document

### **C21.113 SOUTH WORCESTERSHIRE DEVELOPMENT PLAN NEWSLETTER Appendix 6**

Members noted the South Worcestershire Development Plan Review – Parish and Town Council Newsletter September 2021.

### **C21.114 TOWN CENTRE TRANSFORMATION PLANS**

Members noted the launch of the Malvern Hills District Council's consultation to gather views on what our town centres should like in the future.

### **C21.115 MHDC PROPOSED CONNECTED COMMUNITIES STRATEGY**

Members noted the request from Malvern Hills District Council to provide feedback to help develop a draft Connected Communities Strategy anchored around 3 central themes of healthier, safer and inclusive and stronger and sustainable communities.

### **C21.116 FIRE RISK ASSESSMENTS**

Members noted and discussed the updated Fire Risk Assessments. The Town Clerk stated that the highlighted PAT testing and fixed wire tests had now been completed.

### **C21.117 REMEMBRANCE DAY PARADE**

Members considered a request for the Town Council to organise the road closure and insurance for the Remembrance Day parade.

It was proposed by Cllr. Hudson seconded by Cllr. Fielder and unanimously

### RESOLVED:

**To agree the request from the Royal British Legion for the Town Council to organise the road closure and insurance for the Remembrance Day Parade to be held on Sunday 14<sup>th</sup> November 2021.**



## TENBURY TOWN COUNCIL 2021/22 MEETING TC06

Members considered holding the Armistice Day Service on Thursday 11<sup>th</sup> November 2021 in the Memorial Garden.

It was proposed by Cllr. Hudson seconded by Cllr. Bowkett and unanimously

### **RESOLVED:**

**To agree to hold the Armistice Day Service on Thursday 11<sup>th</sup> November 2021 in the Memorial Garden.**

### **C21.118 APPOINTMENTS TO COMMITTEE**

Members discussed the vacancies on the council committees.

**It was proposed by Cllr. Hudson seconded by Cllr. Corfield and unanimously**

### **RESOLVED:**

- (i) **Planning Committee – Cllr. Wilkinson was elected to sit on the Planning Committee for the remainder of the year 2021-22.**
- (ii) **Facilities Committee – Cllr. Thomas and Cllr. Fielder were elected to sit on the Facilities Committee for the remainder of the year 2021-22.**
- (iii) **Finance and Staffing Committee – Cllr. Wilkinson was elected to sit on the Finance and Staffing Committee for the remainder of the year 2021-22.**

### **C21.119 APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES**

Members discussed a representative for the Town Council on Malvern Hills District Youth Action Network.

Cllr. Bowkett proposed seconded by Cllr. Fielder and unanimously

### **RESOLVED:**

**Cllr. Corfield was elected as the Town Council representative on the Malvern Hills District Youth Action Network.**

### **C21.120 REPRESENTATIVES ON OUTSIDE BODIES**

**Members received reports from the representatives on outside bodies:**

- (i) CALC Area Meetings – No report
- (ii) Regal Tenbury Trust – No report since previous meeting.
- (iii) Tenbury Area Partnership – Next meeting 30<sup>th</sup> September.
- (iv) Tenbury Blooms – Nothing further to report from earlier presentation.
- (v) Tenbury French Twinning Assoc. – No report.
- (vi) Tenbury Museum – Cllr Patrick reported that the group had a stall at Applefest.
- (vii) Chamber of Trade – No report
- (viii) Philip Baylies Trust – No report
- (ix) Malvern Hills District Youth Action Network – The Town Clerk highlighted items discussed at the last meeting including the summer holiday activities program with free swim sessions and a bug hunt, the YMCA ran holiday activity and food program



## TENBURY TOWN COUNCIL 2021/22 MEETING TC06

offering art workshops and day trips, the Future Proof Campaign encouraging young people to develop a range of skills and to build resilience and the new Friday night youth provision at Tenbury Community Pool run by the YMCA and Freedom Leisure offering young people free use of the gym and pool facilities.

### C21.121 EXCLUSION OF PRESS AND PUBLIC

Members agreed the exclusion of the Press and Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

### C21.122 AGREEMENTS

Members considered the terms and preparation of agreements for the hire of the bowling green and agreements for the hire of The Pavilion.

Following a discussion it was proposed by Cllr. Fielder seconded by Cllr. Wilkinson and unanimously

#### RESOLVED:

- To agree the preparation of formal agreements for the Bowling League and Bowling Club to include an annual fee for the use of the green plus a weekly fee for the use of the pavilion at £18.00 plus VAT.
- To agree an hourly rate of £5 plus VAT for casual room bookings of the Pavilion.

### C21.123 RE-ADMISSION OF PRESS AND PUBLIC

There being no further confidential business to consider, it was agreed to readmit the press and public for the remainder of the meeting.

### C21.124 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

None

### C21.125 DATE AND TIME OF NEXT MEETING

**Monday 8<sup>th</sup> November 2021 at 7:00pm**

Meeting closed at 8.26pm

Signed .....

Date .....



1. Latest Covid Figures as at 3<sup>rd</sup> October are:
  - a. Worcestershire is showing an infection rate of 387 cases per 100,000.
  - b. The infection rate in the Malvern Hills District is 254 cases per 100,000.
  - c. The direction of travel is up in all districts in Worcestershire.
  - d. Worcester City has the lowest infection rate in Worcestershire, with Redditch District the highest at 629 per 100,000.
  - e. The rate of infection in England as a whole is 342 cases per 100,000.
  
2.
  - a. The bridge over the Kyre Brook is now on “Structures” list for repair and painting though no date has yet been set in the works programme.
  - b. I am still waiting for a quotation for the cleaning of the bridge over the river Teme which I hope to cover through my Divisional funds.
  - c. The bell bollards are under manufacture by the blacksmith for installation outside the Crow public house.
  - d. Highways have approved speed roundels to be installed on A4112 at St Michaels which will be paid for out of my Divisional funds.
  - e. Highways have agreed an additional VAS pole along Berrington Lane, outside the village hall.
  - f. The yellow “diversion sign” on the pole opposite the yew tree in the church grounds at St Michaels, can be removed by the lengthsman.
  
3. Road “Surface Dressing” continues to take place across the County. Structural repairs are completed first followed by an application of hot bituminous binder to the surface, followed by one or two layers of chippings. After about a week the road is then swept and road markings re-painted.
  
4. As schools have now returned following the summer holidays and the post Covid lock-downs, I intend to raise the question of “school nurses” with the Children & Families Overview & Scrutiny Panel of which I am a member. I understand that not all schools have the services of a school nurse and with the consequences of Covid, involving mental health and other issues, which young people may wish to receive advice in a safe and secure environment, I will be asking if this service can once again be available in all schools.
  
5. More children, often as young as seven, are carers to family members. It is the responsibility of schools to support these young carers whilst at school and I understand this is not always the case. As in 5 above, I shall be raising this issue at the Children & Families Overview & Scrutiny Panel.

6. The current Afghan resettlement schemes are being co-ordinated by Worcestershire County Council. The County Council will work closely with the West Midlands Strategic Migration Partnership who are delivering this programme for the West Midlands, on behalf of the Government. The County Council will consider wider support arrangements for Afghan arrivals, co-ordinate financial support from the Government and donations from communities.

There are two schemes:

- a. The Afghan Relocation and Assistance Policy (ARAP), for Locally Employed Staff (LES) in Afghanistan. This scheme is designed to support those Afghan nationals who have worked with our forces, eg. Interpreters. This scheme was launched in April 2021.
- b. The Afghan Citizen Resettlement Scheme (ACRS). This was the scheme that was announced in late August and which is designed to welcome 5,000 vulnerable Afghans into the UK in the first year of the scheme and 20,000 over the longer term.

David Chambers  
County Councillor, Tenbury Division

## **Malvern Hills District Council Report – Cllr Lesley Bruton (Tenbury Ward)**

I am extremely proud and honoured to be elected, at the recent by-election, to represent Tenbury and the surrounding areas on Malvern Hills District Council. I wish to thank everyone who voted for me and for all the kind messages of support, which are very much appreciated.

### **Chief Executive's Roundup**

Vic, our CEO, has produced a report from the District Council to Parish Councils - please find attached Vic's report, which gives a more general update about what is going on.

### **COVID-19 Updates**

Please see below a few links for COVID-19 updates.

To view the latest infection rate visit the [Coronavirus dashboard](#)

[View the Worcestershire Vaccine dashboard](#) for the latest information.

Read more information about the Covid-19 Vaccination Programme in Herefordshire and Worcestershire.

[https://www.worcestershire.gov.uk/info/20769/coronavirus\\_covid-19](https://www.worcestershire.gov.uk/info/20769/coronavirus_covid-19)

### **Malvern Hills COVID-19 Recovery Plan 2021-2023**

Council at its meeting held on 28<sup>th</sup> September, approved a revised COVID-19 Recovery Plan 2021-2023.

The new Recovery Plan 2021-2023 is about the Council's role in leading and supporting our communities and economy as we emerge from lockdowns and the easing of restrictions. The plan is centred around two key themes, Our Economy and Our Communities, and builds on the Five-Year Plan.

Actions include develop the skills of young people, promote and develop the visitor experience of the Malverns, improve our infrastructure to support economic growth, deliver affordable housing and improve people's health and well-being.

### **Town Centre Transformation Plans**

Residents, businesses, and visitors are being encouraged to have their say on the future of the town centres within the Malvern Hills District.

Malvern Hills are producing five town centre transformation plans, including a plan for Tenbury.

A consultation was launched on Monday 27<sup>th</sup> September for you to have you say on what these plans should look like. The Council wants to know how people are using their high streets, what improvements are needed and what can be done to support businesses on the



high street now and in the future. To take part, visit <http://LetsTalk.malvern hills.gov.uk/> where you can take part in a survey, place ideas on an online board and use an interactive map to show where improvements should go.

The Council is working with consultants to launch the consultation and engage with various stakeholders to seek their input. The plans will set out a vision for the future of each retail centre, identify the different challenges and the opportunities available. They will then be used to attract inward investment from both the public and commercial sector, as well as guide planning decisions.

The results of the consultation will be ready in January 2022, and it is aimed that the plans will be signed off by Spring 2022. The plans are part of the Council's five-year plan commitment to help revitalise the town centres as they come under attack from the rise of online competitors and changing consumer habits.

Paper copies of the consultation are available from Tourist Information Centres across the district.

### **Council Aims to Build Relationships with Communities**

The Council has adopted a new approach to work with communities to build stronger, resilient, and sustainable communities across the district.

The Asset Based Community Development (ABCD) Policy, which was approved at Council on 28<sup>th</sup> September 2021, will see the Council working more effectively with communities to empower them to do things better themselves.

An asset is anything that makes a community better, whether it is existing associations or contributions from residents.

The ABCD policy builds on the assets that are found already in the community and allows individuals, groups, and organisations to come together to develop their strengths.

The Council's commitment to ABCD is based on the belief that people live more fulfilling lives when they have the power to shape their own outcomes and change things that matter to them. A good example is the Council's Adopt-a-Street scheme where residents receive litter picking equipment from the Council to keep their area tidy.

As part of the ABCD approach, the Council is developing a Connected Communities Strategy, which will cover the next 20 years and is anchored around 3 central themes of healthier, safer and inclusive, stronger and sustainable communities. A consultation gathering views on this strategy is currently taking place – please see link below.

<https://www.smartsurvey.co.uk/s/ConnectedCommsConsultation/>

The Council has launched a £500,00 fund, which has been created to strengthen and develop the district's communities following the impact of the COVID-19 pandemic. The fund will be used to support projects around the themes of places, people and supporting charities and social enterprises.

### **New Timetable for SWDP Review**

A new timetable for the South Worcestershire Development Plan has been published. The plan was due to go to public consultation in October, but it was announced in July it would be delayed. This is because important information from sewerage, transport and power infrastructure has not yet been received.

This has made it impossible to produce vital technical studies needed to support proposed developments in the plan. It is the second time the plan has had to be delayed after being pushed back because of the impact of COVID-19.

It is proposed the final draft of the plan will be published in July next year followed by public consultation. It will then be submitted to the Planning Inspectorate in November 2022 for independent public examination between February and May 2023, depending on the availability of the planning inspectorate.

If the plan passes that stage, then the expectation is it will be formally adopted by Malvern Hills District, Worcester City and Wychavon District Councils in October 2023.

The revised South Worcestershire Development Plan sets out how the Government requirement to build another 14,000 homes across Malvern Hills District, Worcester City and Wychavon by 2041 will be met. This is on top of the need for 28,400 new homes by 2030, more than half of which have already been built, set out in the current plan.

### **Recycling**

Residents across the district generated over 900 tonnes of extra recycling during the last financial year. Lockdown restrictions and the boom in online shopping saw crews collect 8,163 tonnes of recycling between 1 April 2020 and the end of March this year.

There was more good news in June as the amount of waste recycled and composted hit a record level of 49%.

Overall residents are generating less waste than they did before the introduction of fortnightly bin collections with 1,294 fewer tonnes of rubbish binned.

Help and support to reduce your waste is available at [www.lets Wasteless.com](http://www.lets Wasteless.com)

### **Volunteering**

The Council recognises the importance of volunteering and work to promote the benefits of volunteering, increase the number of people volunteering, and actively encourage good practice and support local organisations in the recruitment and management of volunteers.

The Malvern Hills Volunteering Forum takes place every 6 months and was established to give people and organisations who work with volunteers an opportunity to meet, network, collaborate and learn from each other.

For further information on the Volunteering Forum contact [claire.vaughan@malvernhills.gov.uk](mailto:claire.vaughan@malvernhills.gov.uk)

### **Retirement**

The Council said goodbye to Phil (a joint Director with Wychavon) who retired at the end of August. Phil has been extremely supportive to the Tenbury, especially during the flooding and was the Officer who contacted me on Friday 14<sup>th</sup> February to raise the alarm regarding the forecasted flooding on Sunday 16<sup>th</sup> February 2020.

Phil was also instrumental in obtaining the additional funds required for the Flood Risk Management Scheme.



## 10 September 2021 (MHDC)

### Donate your unwanted sports kit



Freedom Leisure is working with BBC Radio Hereford and Worcester to support the month-long 'Kit Out The Nation' campaign to help provide sports equipment to children and young people who need it most..

Up until 2 October 2021, people will be able to donate their unwanted, good condition sports kit at Malvern Splash and Tenbury Community Pool.

Donations can include everyday items of sports clothing and regular games equipment that a young person can use in an activity, such as balls, bats and rackets. [Find out more about donating on our website.](#)

### Upton Day of Jazz

Operated by the Jazz Festival, Upton's Day of Jazz is going ahead on Saturday, 2 October 2021 and will have live music playing in several venues in and around town, some with outside space.

It is free to enter and venues will include Bar Severn, Mojitos, the Boathouse, the Swan Hotel and the Kings Head. Other venues and local traders are welcome to pitch in.

Amongst those showing off their talent will be the 'Best of Young Jazzers' including Severn Arts and WYJO, Hanley Castle School and Gloucestershire Youth Music. They will have a Jazz Fringe event (at the Fringe anything goes musically) at the Swan Hotel. The event will run from 11.30am through until 11.00pm.

We are supporting the event through the Welcome Back Fund.

## New tourism website launched



Finding information on where to stay and what to do in the district is now even easier with the new Visit The Malverns website.

The site has been completely revamped over the last year and now boasts a refreshed design with new high-quality images to showcase the area at its best.

There is a new highlights section on the homepage picking out great things to see and do and suggested activities for couples, families and even dog lovers.

There is also a new health and wellbeing section promoting the many great ways The Malverns can help you stay active and enjoy being outdoors. This includes a comprehensive section on suggested routes to explore on foot or by bike, with more being added all the time.

Event organisers are encouraged to submit information to the site for the what's on list and all tourism and hospitality businesses can get a free business listing by emailing [info@visitthemaalverns.org](mailto:info@visitthemaalverns.org)

The increased interest in staycations and day trips in the UK because of lockdown restrictions has seen traffic to the website surge by 37 per cent. The site is on course to receive more than 400,000 visits this year and over one million page views. [Take a look at the newly revamped website.](#)

## Job Match Event

The ED Team are supporting Job centre Plus to put in place a job match event at Malvern Library.

The event will be held on Wednesday 29 September 2021 and will mirror the event held in August at the Council House. It is anticipated there will be 14 firms offering timed appointments and it is hoped to match over 100 people to employers to jobs in their chosen field.

Employers represented will include Jark, the NHS, Armed forces, Morrisons, Three Counties and Lucart and plus several business recruiting to kick start positions. People who apply online for Christmas positions can be matched by email to Malvern employers who are not able to attend.

Visit our [Skills webpage](#) for more information.

## Malvern Hills Comedy Festival



Get ready for the most hilarious and jam-packed month to take Malvern Hills district by storm.

You'll laugh your socks off at some of the biggest names in British comedy right now who are going to be performing right as part of the Malvern Hills Comedy Festival, for the entirety of October.

Malvern Theatres is also welcoming award winning Alistar McGowan; Jasper Carrott, OBE; Josh Widdicombe, Jack Dee and more.

Other locations involved will be the Boat House at Upton, Malvern Con Club and The Regal in Tenbury. [Read more about the Malvern Hills Comedy Festival.](#)