

TEWKESBURY TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON
WEDNESDAY 18th MAY 2016 AT 6.00pm IN THE TOWN HALL

PRESENT

Councillors K. Brennan (Chairman), J. Badham, P. Aldridge, H. Burns, S. Carter, P. Clatworthy, C. Danter, R. Mills, A. Mitton, K. Powell, M. Poxon, S. Raywood, A. Smith, V. Smith, M. Sztymiak and P. Workman

10310(01) APOLOGIES

None

10311(02) DECLARATIONS OF INTERESTS

- i. Cllr Sztymiak: Tewkesbury Borough Councillor and Gloucestershire County Councillor
- ii. Cllr Workman: Tewkesbury Borough Councillor
- iii. Cllr V Smith: Tewkesbury Borough Councillor and Gloucestershire County Councillor

10312(03) DISPENSATION REQUESTS RECEIVED

None

10313(04) MINUTES OF THE MEETING HELD ON 7th March 2016

RESOLVED: - that the minutes of the Full Council held on 7th March 2016 be agreed as a correct record.

10314(05) MAYOR'S ANNOUNCEMENTS

- i. The arrangement of tables and chairs in the Council Chamber has changed so that members of the public could hear councillors more easily.
- ii. Mayor's Charity Fashion Show will be held on the 21st May in the Watson Hall 4:00 pm to 6:00 pm.
- iii. Mayor's Tea Party on Saturday 12th June at the Town Hall 2:00 pm – 4:00 pm.
- iv. Councillors discussed the request to fly a rainbow gay pride flag from the Town Hall on the 11th June. Councillors approved flying this flag for the day.

- v. Councillors resolved to meet on Thursday June 9th at 6:00 pm to discuss the new Mayor's 3 year development plan. They also agreed to meet for a second on Thursday 23rd June 6:00 pm to follow up on discussion.
- vi. Councillors agreed to move agenda item 8 to the end of agenda to ensure that the suspension of Cllr Carter was discussed before voting for membership of the committees.

10315(06) PUBLIC PARTICIPATION

Alan Snarey read a statement commenting on council procedure, which was accepted by the council. In particular Mr Snarey's request for Councillors not to use Facebook and other social media to criticise the council or each other was mentioned by the new Mayor.

10316(07) TO MERGE COMMITTEES

After discussion it was agreed that a working party would formulate a new Committee composition and the number of members for each. It was agreed that the working group would meet on Wednesday 1st June at 6:00pm to discuss Committee composition and report back at the Extraordinary meeting on 6th June.

10317(08) TO VOTE ON MEMBERSHIP AND CHAIRMANSHIP OF COMMITTEES

Councillors agreed that the membership and chairmanship of committees would be deferred until the Extraordinary meeting.

10318(09) TO AGREE TO THE PROPOSED SCHEDULE OF MEETINGS

Councillors agreed that the working group would look at this and the proposed schedule of meetings to be agreed at the Extraordinary meeting.

10319(10) TO AGREE THE WATSON HALL AND TOWN HALL HIRE COSTS

Councillor Aldridge noted that no provision was in place to permit local charities to use the Town Hall or Watson Hall at a concessionary rate. Councillor Badham proposed that the charges be amended to allow for a 20% discount rate for charities and not for profit organisations, which was seconded by Councillor Sztymiak and approved by council.

10320(11) TO AGREE A LETTER OF SUPPORT FROM TTC TO SUPPORT THE MUSEUM'S NATIONAL LOTTERY BID FOR FUNDING TO ACQUIRE ARTEFACTS FROM THE ASHCURCH ARMY CAMP

Councillors agreed to the Mayor sending a letter.

10321(12) TO CIRCULATE THE RESPONSE FROM THE DEPARTMENT OF COMMUNITIES AND LOCAL GOVERNMENT REGARDING THE "FLOODING TEWKESBURY" MOTION

Councillors discussed the content of the motion and the potential risk factors to Tewkesbury Town of construction on the local flood plains. Councillor Aldridge noted that existing guidance is difficult to read and Cllr V Smith listed specific points within government guidance that have relevance to Tewkesbury. Councillor Sztymiak agreed to draft letter to affirm that continuing development is likely to put the Town Centre at risk from surface runoff. Councillor V Smith agreed to circulate the documents shown to all councillors. Councillors resolved to contact nearby parishes to discuss flooding concerns with them.

10322(13) TO AGREE THE ALLOCATION OF THE £500 NEWSLETTER BUDGET TO INSTRUCT A SPECIALIST IT COMPANY TO CREATE A WEBSITE THAT FULFILS THE REQUIREMENTS OF THE 2015 TRANSPARENCY CODE

Councillors discussed three tenders from IT Companies seeking to create a website for the Town Council to host important documents and news items. Councillor Poxon proposed that a working party be set up to investigate the transparency code and put forward recommendations to the council, but this motion was not seconded by any other member. Councillor V Smith proposed that the council accept the tender from Netwise Training, which was seconded by Councillor Aldridge and approved by council.

10323(14) TO DESCRIBE THE ROLE OF COUNCILLOR AUDITOR

Agreed that Councillor Auditors should perform spot checks on office financial systems. Checks will be twice a year with no prior notice given. Auditors are to attend together rather than appear individually. The amended job description was approved by council. Clerk to note this information on audit document.

10324(15) PROPOSAL THAT THE TOWN COUNCIL ACCEPTS THE TRANSFER OF LAND FRONTING THE MOORINGS OPPOSITE RED LANE ALONG WITH THE MOORINGS FROM THE BOROUGH COUNCIL

Councillor Workman asked that the motion be deferred to the Extraordinary meeting on 6th June and that a map and the structural survey be circulated to councillors Councillor Sztymiak seconded this request. The motion was accepted.

10325(16) TO AGREE THE AMOUNT OF TIME GIVEN BY THE CLERK TO INDIVIDUAL COUNCILLORS

The Mayor introduced the motion, which suggested that no more than one hour per week could be dedicated by the Clerk to items that are not already part of a committee agenda. Councillors agreed that private meetings with individual councillors were not conducive to good management of the council. Councillor Sztymiak proposed that a committee Chair must authorise an approach to the Town Clerk before an individual member could arrange a meeting, which was seconded by Councillor V Smith and approved by council.

10326(17) TO COMPLETE THE PARKS SURVEY CIRCULATED BY TBC AND MANAGED BY KNIGHT KAVANAGH

The Mayor informed councillors that the survey had caused problems in various committees and needed resolution by councillors as a matter of urgency. Councillors argued that the survey could not be completed by full council within the chamber, due to its length. Councillor Sztymiak proposed that a small number of councillors should form a working group to complete the survey for ratification at the Extraordinary meeting, and this was seconded by Councillor Badham. It was agreed that Councillors Aldridge, Badham, Sztymiak and Danter would meet on 26th May at 9am to ensure that it is completed in full. It was agreed that the office would add further factual details to the survey form and that the completed document would be circulated to councillors in advance of the Extraordinary Meeting to allow them time to respond.

10327(18) TO AGREE AN OPTION FOR THE FUTURE SUPPLY OF CLEANING AND MAINTENANCE SERVICES

The Town Clerk reminded councillors that the Cleanspace contract had been cancelled and there would be no contracted cleaning and maintenance after the end of June. Councillors discussed three options. It was decided to continue with the Cleanspace contract for the remaining 9 months. Councillors also agreed that a new specification must be written and put out to tender in December 2016.

10328(19) DRAFT MINUTES OF COMMITTEES

Councillors received and acknowledged the draft minutes. With reference to the Environment and Amenities Committee Councillors discussed making contact with the Borough Council to invite local litter pickers to attend the Clean 4 Queen event on 18th June. Councillors debated whether to change the date but decided against this.

10329(20) TO CONSIDER THE SUSPENSION OF COUNCILLOR CARTER FROM ALL COMMITTEES AND OUTSIDE BODIES UNTIL MAY 2017

Councillors debated the circumstances surrounding the suspension of Councillor Carter at length and resolved by secret ballot that the suspension of Councillor Carter from committees and outside bodies would continue until May 2017.

10330(21) TO RECEIVE AN UPDATE FROM COUNCILLOR WORKMAN ON THE BUILDINGS COMMITTEE WORKING GROUPS

Councillor Workman explained the bids from the Town Band and Floating Globe for control of the Watson Hall, and potential avenues to resolve the conflicting requirements. Councillors examined ways in which potential issues with noise pollution could be resolved.

10331(22) TO CONSIDER CLOSING THE FLOOD SUPPORT BANK ACCOUNT OR TO USE IT AS A COST CENTRE FOR MAINTENANCE WORK FOLLOWING FLOOD DAMAGE

Councillors inquired as to why auditors were requested the closure of the account, to which the Town Clerk noted the lack of activity in the account for several years as the primary reason. Councillors decided that small levels of spending from the account on flood related matters was the best way to satisfy the next audit. Councillors argued that money donated by the public should not be added to the primary account, even if it is considered to be a distinct part of the budget on paper. Councillor Brennan proposed that the existing account remain open and this was seconded by Councillor Powell and approved by Council.

The meeting closed at 8:40pm