

TEWKESBURY TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 10TH OCTOBER 2016 AT 6.00PM IN THE TOWN HALL

PRESENT

Councillors K. Brennan (Chairman), J. Badham, H. Burns, S. Carter, P. Clatworthy, C. Danter, R. Mills, C. Monk, S. Raywood, M. Sztymiak, and P. Workman.

Also in attendance: Stuart Adair, Bill Adie

10393(01) APOLOGIES

- i. Cllr P. Aldridge – Attendance at another meeting
- ii. Cllr M. Poxon – Bereavement
- iii. Cllr A. Smith – At work
- iv. Cllr V. Smith – Attendance at another meeting

10394(02) DECLARATIONS OF INTEREST

- i. Cllr Sztymiak – Tewkesbury Borough Council and Gloucestershire County Council
- ii. Cllr Workman – Tewkesbury Borough Council

10395(03) DISPENSATIONS

None

10396(04) MINUTES OF THE PREVIOUS MEETING HELD ON 12TH SEPTEMBER 2016 FOR APPROVAL

The minutes of the previous meeting were agreed as a true and accurate record.

10397(05) TO RECEIVE WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC

A written question from Simon and Melanie Hopkins regarding a joined up approach to visitor attraction development was read by the Mayor. In the absence of either person the Chairman replied to the full council that Tewkesbury Town Council was striving to work with the Borough Council, voluntary groups, and local businesses to develop visitor attractions in Tewkesbury. Cllr Carter accused the Clerk of redacting the question received. The Clerk responded that she had not redacted the question and that she had quoted it exactly as it was written in italics on the email sent to her by Simon and Melanie Hopkins.

10398(06) MAYOR'S ANNOUNCEMENTS

The Mayor said that she had received a letter signed by Cllr Carter and Cllr Burns requesting that an extraordinary meeting be called to discuss the allegation that legal action had been instigated against the Council and also to discuss a separate issue

Signed, Chairman...../...../.....

about grievance and disciplinary procedures. The Clerk then gave a copy of this letter to all councillors. The Mayor noted that the current legal situation made it difficult to discuss these matters and that she would not give her backing to such a meeting whilst acknowledging the right of the two councillors to call an extraordinary meeting. The Mayor then went on to confirm to all councillors that a letter had been received from the solicitor of a former moorings tenant and that this was being dealt with by Tewkesbury Town Council's solicitor

Cllr Mills asked if a response had been sent. The Clerk noted that a reply had already been sent and that a legal conversation was ongoing between solicitors. Cllr Sztymiak reminded councillors that any information distributed regarding the matter should remain confidential to councillors. Cllr Monk noted that the next Buildings & Moorings meeting would be held in nearly a month's time, which would be too long away to discuss the matter promptly. It was resolved that an extraordinary meeting of the Buildings & Moorings committee be called to discuss the matter in a confidential sitting.

10399(07) TO RECEIVE THE FINANCIAL POSITION STATEMENT

Cllr Raywood asked whether the precept revenue stated was at variance with the budgeted figure. Cllr Sztymiak stated that the real income was affected by the receipt of a transitional grant from Tewkesbury Borough Council which was gradually reducing in each successive financial year to compensate for a past financial variance. The Clerk was asked to find further information on the denoted grant and to account for the transitional grant as a separate figure.

Cllr Sztymiak asked why the water usage figures for the toilets in Spring Gardens were higher than expected. Cllr Danter suggested that the broken taps will have caused water wastage and Cllr Clatworthy noted that vandalism incidents have also caused considerable flooding due to blocked drains. The Clerk was asked to check for administration errors to ensure that the cost centre figures are accurate.

Cllr Mills asked whether the Canterbury Leys site was still an asset of the Town Council. Cllr Sztymiak confirmed that it was and would remain so until March.

10400(08) TO RECEIVE THE DRAFT MINUTES OF THE FOLLOWING COMMITTEES

Cllr Burns raised a clarification issue on the information provided by Barbara Pond. It was agreed that this would be taken to the next Buildings & Moorings committee for discussion and as an amendment to the minutes of the previous meeting.

10401(09) TO RECEIVE REPORTS FROM MEMBERS WHO HAVE ATTENDED OUTSIDE BODIES

The Clerk read a report presented in writing by Cllr Aldridge from his attendance at a Chartered Parishes meeting. The talk regarding the role of the Police and Crime Commissioner had been very informative and Cllr Aldridge suggested that a similar talk should take place at the Town Council. It was resolved that Richard Bradley should be invited to speak to councillors about the PCC at the December or January meeting.

Cllr Badham reminded councillors of the Mayor's Floral Awards meeting on the 20th October at 7:30pm in the Watson Hall and invited members to attend.

Cllr Clatworthy announced that a large grant has been made to the Museum by the Heritage Lottery Fund as part of their exhibit on the Ashchurch Army Camp.

Cllr Burns mentioned her attendance at a Gloucester Market Towns Forum meeting in Stow-on-the-Wold in which their plan for a 24/7 Town was discussed. She noted that the Town saw the existence of a museum as essential to attracting tourists during winter months.

10402(10) TO RECEIVE UPDATES FROM THE CLERK

The Clerk reminded councillors of the by-election on the 27th October and drew attention to the statement of persons nominated.

The Clerk read out the minutes of a meeting held with Cllr Workman and the Town Band. Cllr Monk asked whether the council was liable for their instrument insurance, and the Clerk confirmed that it was. It was further noted that the Band has been asked for updated valuations of their instruments to revise the insurance schedule accordingly.

The Clerk informed councillors that fly-posting is to be reported via the Tewkesbury Borough Council online portal. Cllr Badham said that Cllr V Smith had been in touch with Gloucestershire Highways to inform them that they had been inadvertently removing posters and placards hung from private property, and that these would need to be replaced.

The Clerk also reported that she had contacted Andy Noble at Tewkesbury Borough Council, with reference to the Bund on the Severn Ham, and that his department could only interpret quotes for repairs to the Bund rather than offering advice. The Clerk will pursue Mr Noble for his comments and report back to the Severn Ham committee.

The Clerk noted that she had attended a meeting with Rose Gemmell at Tewkesbury Borough Council and received confirmation that the Town Council was the owner of Warwick Place Play Park as a result of The Local Authorities etc. (Miscellaneous Provision) Order 1977 which transferred the land to the Town Council. Due to the land going unregistered in 1980 the Town Council would need to complete the registration process with Land Registry to confirm its ownership. Cllr Szymiak asked whether there were any other transfers to complete, and the Clerk confirmed that there were other properties to transfer in a bulk deal.

The Clerk asked that the Standing Orders working group consider whether members of the public who speak at meetings be named in the minutes of the meeting.

10403(11) TO AGREE THE COST CENTRE FOR THE INSURANCE OF THE WOODEN SCULPTURES

The Mayor suggested placing the cost under contingencies due to it not being budgeted for in the Insurance cost centre. Cllrs Raywood and Badham suggested that the cost was higher than had originally been agreed by the Town Council. Cllr Clatworthy said that the higher cost could be attributed to it being part of a distinct

insurance schedule rather than the main Town Council insurance. Cllr Sztymiak requested that the Clerk ask why the cost was separately scheduled and how the costs has risen to such high levels. It was resolved that the cost be paid only when the Clerk receives a breakdown from the Borough Council.

10404(12) TO AGREE A MAINTENANCE PLAN IN PREPARATION FOR THE RE-LETTING OF THE OFFICE ADJOINING THE CORN EXCHANGE

The Town Clerk drew attention to a photograph of chemical staining on the windows of the office adjoining to the Corn Exchange. Cllr Monk asked how much cleaning would cost, and the Clerk noted that the staining cannot be cleaned with conventional cleaning products, necessitating further work or replacement of the glass. The Mayor suggested advertising the space first and offering to carry out work if the new tenant requests it. Cllr Badham asked whether the space could be used as an informal space for councillors, but the Mayor felt that the space should be advertised for rental first to avoid a potential income loss. Cllr Burns asked whether the fogged glass is a peelable film that could easily be removed, and the Clerk said that it was in fact frosted glass. It was resolved to contact Borough Councillor Kevin Cromwell for advice as he had been responsible for fitting the window.

10405(13) TO AGREE THE FUTURE LAYOUT OF FULL COUNCIL AGENDAS

The Clerk asked councillors to determine which of the attached documents would be taken as authoritative, due to a mis-match between the content of standing orders and the public participation at meetings scheme. Cllr Sztymiak requested that the work be noted and moved to the Standing Orders working group, with the attached agenda template taken as the interim guide to agenda layouts. The Mayor asked the working group to look at revising standing orders to include the public participation scheme within its text.

Cllr Workman requested that current planning applications be included as a recurring item on Full Council agendas so that applications of interest can be noted by the council as a whole.

10406(14) PUBLIC PARTICIPATION

Bill Adie updated the Council on the Tewkesbury Heritage Initiative which had met to discuss regeneration efforts in the Town. He noted that Tewkesbury Alleycats had heard little since and that a response from Katie Power at Tewkesbury Borough Council was needed. Cllr Danter reported that the Town Clerk had been to a meeting with Steve Knight to discuss Tewkesbury Town Council's proposals for regeneration projects prepared by the working group. The meeting had been a positive one with Steve Knight offering to include the proposals on the next agenda of the Regeneration Partnership.

DATE AND TIME OF NEXT MEETING

Monday 15th November 2016 at 6pm

Final date for agenda items: 7th November 2016
Final date for dispensation requests: 10th November 2016

The meeting ended at 7:05pm

Signed, Chairman...../...../.....