

TEWKESBURY TOWN COUNCIL

MINUTES OF THE MEETING HELD IN
THE TOWN HALL ON 7th MARCH 2016 AT 1800

PRESENT

Councillors Badham (Chairman), Brennan, Burns, Carter, Clatworthy, Danter, Mills, Mitton, Powell, Poxon, Raywood, V. Smith, Sztymiak and Workman
7 members of the public in attendance

10294(01) APOLOGIES

Councillors Aldridge and A. Smith

10295(02) DECLARATIONS OF INTERESTS

The following declarations of interest were made:

Name	Type of interest	Reason
V. Smith	Other	Member of Tewkesbury Borough Council and Gloucestershire County Council
Sztymiak	Other	Member of Tewkesbury Borough Council and Gloucestershire County Council
Workman	Other	Member of Tewkesbury Borough Council

10296(03) DISPENSATIONS REQUESTS

None

10297(04) MINUTES OF PREVIOUS MEETINGS HELD ON 25th JANUARY 2016 & 18th FEBRUARY 2016

RESOLVED: - that the minutes of the meetings, held on 25th January 2016 & 18th February 2016, be agreed as a correct record

10298(05) MAYOR'S ANNOUNCEMENTS

10298.1 Mark Calway

The Mayor informed the meeting of the recent death of Mark Calway. He expressed his condolences and informed the Council that the funeral would take place at St Michael All Angel Parish Church in Bishops Cleeve

10298.2 Bishop Rachel's Visit

The Mayor informed the meeting that The Right Reverend Rachel Treweek, Bishop of Gloucester had visited the Town Council on Thursday 3rd March 2016 as part of her inaugural visits to the diocese

10299(06) PUBLIC PARTICIPATION

Three questions were submitted

10299.1 Daybreak Contract

Referred to the Town Clerk for investigation and reply within 14 days

10299.2 "Will the Council agree as a matter of policy to call for Councillors (or staff) behaving with wilful deception to step down and what steps will the Council take to deter and correct clearly wrongful and damaging behaviour of its staff and members (councillors) to restore public trust in the Town Council?"

Referred to the Town Clerk for investigation and reply within 14 days

10294.3 Councillor Carter's demand for a full explanation of his suspension

Referred to the Monitoring Officer & to the Town Clerk for reply within 14 days

10300(07) PARTNERSHIP WORKING & OUTSIDE BODIES

RESOLVED: - that the following updates be noted

- i. Councillor Burns updated the meeting on her recent visit to Ledbury and the 'Look & Learn' project
- ii. NDP - Councillor Raywood updated Council on the consultation process, more than 123 questionnaires had been returned

10301(08) PLANNING ITEMS

Referred to the Planning Committee

10302(09) COUNCIL SET UP & PROCEDURES

RESOLVED: - that

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

- i. A working group consisting of Councillors Burns, Clatworthy, Danter, Mills, Poxon, Raywood, and Sztymiak be set up to review the Town Council's constitution; the working group to complete its task for adoption of the updated constitution at the Adjourned Town Council meeting in May 2016
 - ii. The draft meetings schedule is adopted in the interim
 - iii. Consideration to sign up to the Armed Forces Covenant is deferred until the Working Group reports back
- It was noted that the current Town Council meetings schedule involved a significant number of meetings and the need to rationalise this schedule should be part of the Working Group's agenda

COMMITTEES DRAFT MINUTES

10303(10) Draft Minutes

- i. Environment & Amenities 23rd February 2016
- ii. Buildings 24th February 2016
- iii. Severn Ham 25th February 2016
- iv. Staffing 25th February 2016
- v. Finance 29th February 2016

RESOLVED: - that the minutes of the Committee meetings detailed above be received

10304(11) MAINTENANCE CONTRACT RENEWAL

RESOLVED: - that

- i. A working group consisting of Councillors Aldridge, Brennan, Burns, Mills, Poxon, Raywood Sztymiak and Workman is set up and delegated to oversee the delivery of the new maintenance contract
- ii. The Working Group report back to Town Council in July 2016 on the outcome of the process

10305(12) BUDGET UPDATE

RESOLVED: - that

- i. the current financial overview be noted
- ii. the income and payments be noted
- iii. £25K be agreed from the underspend in 2015/16 to fund the replacement of the Watson Hall boiler
- iv. the outstanding income of £11,800 for the SPS be committed to the reserves for 2016/17

10306(13) PUBLIC PARTICIPATION - QUESTIONS TO COUNCIL

A question was raised on the recruitment process for the replacement of the Town Clerk. The Chairman reported that this issue was to be discussed later in the meeting as a confidential item. *(It is confidential because it refers to specific staff and finances.)*

10307(14) EXCLUSION OF PRESS AND PUBLIC

RESOLVED: - that press and public be excluded from the meeting on the grounds that the business to be discussed was of a confidential nature.

10308(15) TOWN CLERK APPOINTMENT

RESOLVED: - that

- i. Helen Price be appointed as the Town Clerk and RFO for the 2016/17 financial year.
- ii. The appointment is subject to quarterly reviews
- iii. The appointment to be made on the lowest point of the SC3 scale

10309(16) READMITTANCE OF THE PRESS AND PUBLIC

RESOLVED: - that press and public be readmitted to the meeting

DATE AND TIME OF NEXT MEETING

MAYOR MAKING MONDAY 16th MAY 2016

ADJOURNED MEETING WEDNESDAY 18th MAY 2016

Final date for agenda items for adjourned meeting: 11th May 2016

Final date for dispensation requests: 14th May 2016

The meeting ended at 7.15 pm

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