

**MINUTES OF THE BUILDINGS & MOORINGS COMMITTEE HELD ON  
WEDNESDAY 9<sup>TH</sup> NOVEMBER 2016, AT 6PM**

**Present:** Councillors P Workman (Chairman), P Clatworthy, J Badham, H Burns, C Danter, R Mills

**1. Apologies**

Cllr Karen Brennan, Cllr S Raywood, Cllr A Smith and Cllr C Monk

**2. Declarations of Interests**

- i. P Workman - Tewkesbury Borough Council

**3. Dispensations**

*None*

The chairman proposed that item 13 be considered following item 5 and this was accepted by the committee.

**4. To approve the minutes of the Buildings & Moorings Committee meeting held on 21<sup>st</sup> September 2016**

Councillors made two amendments to the minutes. Councillors approved the amended minutes as a true and accurate record.

**5. To approve the minutes of the Extraordinary Buildings & Moorings Committee meeting held on 21<sup>st</sup> October 2016**

Councillors made one amendment to the minutes. Councillors approved the amended minutes as a true and accurate record.

**13.To consider matters relating to the Tewkesbury Museum, including a presentation by Steve Goodchild**

The chairman welcomed Steve Goodchild and Craig Fletcher to the meeting. Following the presentation Councillor Mills proposed that the Town Council supports the Museum's request to revise its current lease to a 99 year lease with no break clause, to include the proposed extension within it, to support the Museum's application to the Heritage Lottery Fund and to enable them to update the Trust's deed to an Incorporated Charitable Organisation. Councillor Badham seconded this proposal and all committee members voted in favour.

**6. To recommend that Cllr Chris Monk is elected to a vacant seat on the Buildings & Moorings committee**

It was proposed by Cllr R Mills and seconded by Cllr P Clatworthy that Cllr C Monk be elected to the vacant seat on the Buildings and Moorings committee and this was approved unanimously by councillors.

## **7. To review and update the Work Programmes**

The clerk informed councillors that some damage had occurred to cobbles at the base of the war memorial. As the work was urgent, due to the proximity of Remembrance Day, she had contacted a specialist stonemason to start repairs immediately. The War Memorial R&M budget of £250 will be used. It was proposed and seconded that this be accepted and councillors voted in favour. Cllr Burns abstained. The work programme will be updated.

## **8. To note the Risk Report**

Councillors proposed a number of amendments to the Risk Report to reflect changes in circumstances.

## **9. To receive the Budget Position**

Councillors received and noted the Budget Position update.

## **10. To confirm the status of the Registration of Moorings working group**

Cllr Mills and Cllr Danter confirmed that this is a working group of the Buildings & Moorings committee. Cllr Brennan is chairman and members are Cllr Mills and Cllr Danter. Alan Purkiss is also a co-opted member.

## **11. To receive the Clerk's report reviewing the Summer 2016 ferryboat service**

Councillors received the clerk's report and asked her to forward the report to Full Council for their attention. Committee members also requested that the tenants be informed they must adhere to the sailing times advertised.

## **12. To receive an update from the Registration of Moorings working group**

Cllr Mills reported that ex-councillor Ken Powell had provided old documents which proved very useful. These documents were delivered to David Greer at Thomson Banks who feels there is enough information to register the land. He will approach the land registry on behalf of the council and there will be a cost to this. Budget centre 'Asset Management Project' was agreed for payment. Councillor Danter also showed the committee a map identifying Town Council, Borough Council and privately owned moorings which is being used by the group.

## **13. To receive an update on advice received from the Museum concerning paintings in the Town Hall**

The Museum had been unable to provide a professional contact for this work in advance of the meeting. The clerk was asked to contact Simon Chorley, auctioneer, in the meantime to discuss this work and bring a report to the next meeting.

## **14. To decide timings for guided tours of the Town Hall and Watson Hall**

2 options were suggested: a daytime, week day tour conducted by Dave Bowers of the maintenance team and a week end tour conducted by Ken Powell. Cllr Mills will contact Ken Powell and the clerk will suggest some dates for the week day daytime tours.

## **15. Updates from Clerk**

The clerk reported that she had met with the lead engineer for the Watson Hall boiler project, Dave Sherratt, at a site meeting on Monday 7<sup>th</sup> November. Mr Sherratt will keep the clerk informed as to progress, referring to the specification for clarity. This information will be passed to the chairman and reported to the committee following the conclusion of the project.

Barbara Pond will visit the clerk on 21<sup>st</sup> November to conduct a 2 hour, 57 question review of the Watson and Town Halls. The halls have previously been assessed by the Joint Core Strategy, Community Buildings Project community space analysis but this meeting will gain a deeper understanding of the facilities to determine a direction for development. Cllr Danter, Cllr Burns, Cllr Clatworthy and Cllr Mills will also attend the meeting.

The clerk is still awaiting feedback from the Town Band as to how they wish to progress their change of status to enable them to take part in a purchase or rental agreement of the Saffron Road toilets site.

The committee discussed proposed works to the Priors Court moorings site. They considered two quotes gained by the clerk following her preparation of a specification. The committee confirmed that the Avon Navigation Trust's quote was the lowest. Cllr Mills pointed out that these moorings formed part of the group identified for registration by Thomson Bancks. He suggested that to work on them before they had been registered at Land Registry would be a poor decision. The committee agreed to await confirmation of registration (likely to be in Feb/March 2017), to vire the £10,000 put aside this financial year into next financial year to add to the £10,000 agreed for next year and to make a provisional booking with ANT to start the work in April 2017. Cllr Danter proposed that this be moved as a decision, Cllr Badham seconded this and all voted in favour.

## **16. To note recent maintenance issues in the Watson Hall**

Several maintenance issues have arisen recently and the clerk was instructed to write a specification, obtain prices and report back at the next meeting. Cllr Burns suggested that the council should wait until Barbara Pond's visit in case there may be maintenance funding available.

## **18. To review the booking process for the Town Hall and Watson Hall**

A working group will meet to discuss the new booking forms as these are encountering some issues. Specifically, the terms and conditions of hire must be updated, a limit to how far in advance bookings can be accepted established and the process for contested dates identified. Cllr Badham proposed that the use of card readers to accept payments should also be investigated and Cllr Mills seconded this. The clerk is to collate information on costs and bank charges in advance of the working group convening.

The members of this group are Cllr Danter, Cllr Burns, Cllr Clatworthy and Cllr Badham.

*The meeting closed at 8:24pm*