

MINUTES OF THE BUILDINGS & MOORINGS COMMITTEE HELD ON
WEDNESDAY 12th JULY 2017, AT 6PM

Present: Councillors P Workman (Chairman), H Burns, C Danter, S Raywood, K. Brennan and R Mills.

Public – Mr A Snarey and Mr J Wise

1. Apologies

- i. Cllr A Smith
- ii. Cllr P Clatworthy

2. Declarations of Interests

- i. Cllr P Workman - Tewkesbury Borough Council

3. Dispensations

None

4. To approve the minutes of the Buildings and Moorings Committee meeting held on 31st May 2017

The minutes were agreed as a true record.

5. To receive a presentation from the War Memorial Group on 2 additional plaques

Cllr Danter reported on behalf of the War Memorial Group. Nine WW1 and Four WW2 names are missing from the War Memorial. Listed building consent will be required. A foundry to produce the plaques has been found. The Group is still deciding whether to have one or two plaques. Permission will be sought from the Town Council. The plaques must be installed by March 2018. The Committee agreed that the Group could go ahead with the work.

6. To review and update the Work Programmes

The Clerk is to gain clarification on a recent problem with the Watson Hall Fire Alarm. The replacement of the fire electronics box work at the Town Hall is to be added to the work programme. The Clerk was given permission to hire scaffolding for the peeling paint and plaster work at the Watson Hall. The Committee looked at quotes for the cooker hood for the kitchen and agreed to go ahead and install one. There was 1 abstention.

7. To update the Buildings Risk Report and Moorings Risk Report

The Committee members received the Risk Report and noted the regalia valuation report. The Councillor gowns need to be counted and allocated.

8. To receive a Payments and Receipts Report for May & June 2017

The Clerk is to investigate smart meters for current utility suppliers. On the next Agenda the Committee will discuss utility suppliers as office staff are experiencing problems with the bills of current suppliers.

9. To receive a Budget Report for May & June 2017

The Committee received the budget report and approved payments for May & June.

10. To discuss lead member roles for the Watson Hall and Town Hall

The Lead member roles have not been discussed by lead members of the Watson Hall and Town Hall. This item will be on the next Agenda.

11. To receive a report from Cllr Danter and the Booking Forms Working Group

No report was available. This will be on the next Agenda.

12. To progress the new Fire Safety reports for the Watson Hall and Town Hall and to agree a work schedule

The Committee discussed the Fire Safety full reports provided by the Clerk. The Clerk will obtain 3 quotes from companies recommended by the Fire Service and DW Safety. The work needs be prioritised. The tenders will be opened at an Extraordinary Meeting. A decision on the work schedule will be made based on the quotes received. All in favour.

13. Updates from the Clerk:

The Committee agreed to fit a bin recently bought by the Council close to the Lock Keepers cottage on the moorings and pay for the fitting. The Clerk to check that TBC will regularly empty the bin in this proposed area. The Council also needs to get permission from ANT that they are happy with the location. If all 3 ok the Clerk to go ahead. All in favour.

14. To receive an update on Tewkesbury Town Band's rental of Saffron Road toilets

The Clerk updated the Committee on the Change of Use application to TBC. The Town Band will change the address name.

15. To consider two requests for discretionary rates at the Watson Hall

The Committee agreed to a 20% charity discount and advised the school to apply for a Community Grant.

16. To note that Tewkesbury Museum’s website link has been added to the Town Council website

The Clerk explained that this was to help the Museum attract more volunteers.

17. To receive an update from the Watson Hall Trustee Working Group from Cllr Burns

No update was available. Next Agenda the Chair of the Watson Hall Trustees Group will give a report.

18. To receive a report from Cllr Danter on the improvement of the Town Hall Floor

Cllr Danter reported that she had asked all interested parties to quote as per the specification agreed and was awaiting a third quote. All three will then be considered again at the Extraordinary meeting. All in favour.

19. To look at the options for future bookings management at the Watson Hall

The Committee heard a proposal from Paul O’Neil at Full Council about promoting usage of the Watson Hall. Other parties are also interested in doing this work. The Committee discussed options for promoting the Hall. The Clerk is to advertise the fact that the Town Council as a Trustee of the Watson Hall are looking for interested parties to manage and promote the Hall. The Clerk will provide interested parties with the capacity of 200–250 people. The Closing date will be the end of August 2017. A proposal will be taken to Full Council once interest has been ascertained and likely costs identified. 1 abstension.

20. To note that a member of the public has parked a boat on TTC moorings land

The Clerk has previously asked this person to remove his boat. The item is included on the Agenda to note that the boat is on Town Council land. The Clerk is asked to send a solicitor’s letter to explain that this boat is prohibiting our maintenance programme.

21. To discuss the future management of the American Garden Charity

The American Garden Charity meeting will be held at the end of September Full Council meeting. The Clerk to make sure the Charity Commission details are up to date.

22. To receive an update on the transfer and registration of moorings at the Hangings to TTC

The Transfer was noted and the Committee asked the Clerk to make sure the lease with ANT is up to date.

23. To receive an update on urgent repairs required at Tewkesbury Museum

The Clerk updated the Committee on the work required and that the company who had conducted maintenance work at the Museum previously would return in the next few weeks.

24. To consider re-instating the blue recycling bin at the Watson Hall

The Committee discussed waste recycling. It was agreed to have the blue bin back. Cllr Burns will meet with Kate Cody at the Watson Hall and will report back to the Clerk her advice about village hall waste disposal systems. The Clerk will act on this advice. All in favour.

25. To discuss a proposal by Cllr Clatworthy for the formation of a Repair Club

The Repair Club is meeting at the Baptist Church and will be removed from this Agenda.

26. Cheque list for signing

The cheques were signed by only one Councillor. The Clerk will ask for other Councillors to attend the office and place second signatures on them.

The meeting closed at 8:15 pm