

MINUTES
of the
Full Council meeting held on 10TH September 2018
In the Council Chamber at the Town Hall, High Street, Tewkesbury

Present: Cllrs C Danter (Chair); T Walker; H Burns; J Raywood; S Carter; K Brennan; S Raywood; P Workman; M Sztymiak; K Powell; S Franklin; M Poxon

In attendance: D Hill (Town Clerk); County & Borough Cllr K Cromwell; P Stanford (Mayor's Chaplain); A Roberts & A Goodall (Tewkesbury Borough Council), and eight members of the public

- 18/19 - 197 To welcome Annette Roberts to the Council meeting for a presentation on the Tewkesbury Town Regeneration Partnership Masterplan**
The Chair welcomed Ms Roberts from Tewkesbury Borough Council to the meeting. Ms Roberts gave a presentation on the draft Tewkesbury Town Regeneration Masterplan to the Council. The agreed final masterplan will be referred to in planning applications. There will be a public consultation on the draft between November and December 2018. There was a question and answer session after the presentation, queries raised included flooding risk, asset ownership and inclusion, conservation areas, and sense of place.
It was RESOLVED to discuss the draft Masterplan at the next Full Council meeting in October 2018.
- 18/19 - 198 To receive and note apologies for absence**
Cllrs A Smith; V Smith; P Aldridge. The Clerk to write to Cllr A Smith.
- 18/19 - 199 To receive declarations of interest**
Cllr Raywood – member of Tewkesbury Town Regeneration Partnership Statutory Planning Document Working Group.
- 18/19 - 200 To consider requests for dispensation**
None requested.
- 18/19 - 201 To receive written questions from members of the public**
None received.
- 18/19 - 202 Public participation**
Members of the public raised the following items:
- The Nature Reserve event raised £500. Discussions are being held for an event next year
 - Antisocial behaviour reported on the MUGA at Mitton play area. Residents requested the Town Council assist with prevention. A Noise Report and leaflets have been distributed, responses to be evaluated.

2 members of the public left the meeting

18/19 - 203 To note the Mayor's announcements

The Mayor reported that Saturday 29th September 2018 will be the Fair Trade event

18/19 - 204 To approve the Minutes of the meetings held on 18th June and 9th July 2018

18th June 2018 – Proposed by Cllr J Raywood, seconded by Cllr S Raywood. It was RESOLVED to approve the Minutes.

9th July 2018 – Proposed by Cllr S Franklin, seconded by Cllr S Raywood. It was RESOLVED to approve the Minutes with one amendment made.

18/19 - 205 Matters arising from the Minutes – for information only

Receipt of March 2018 bank reconciliation outstanding

Work ongoing in respect of GDPR

Earmarked Reserves report – to Finance Committee

Training budget – to Staffing Committee

Budget report – clarification was given by the Clerk that the budget report contains accruals from 2017/18. Clerk to discuss with Scribe.

i. Review of outstanding policies

Working Group to meet to review the Standing Orders and Financial Regulations

ii. Review of representation on external bodies and arrangements for reporting back

The revised list was noted.

18/19 - 206 To note the following committee Minutes: Buildings and Moorings 18th July, Finance 16th August, Planning 16th July & 15th August, Severn Ham 25th July, and Staffing 15th August & 30th August 2018

It was RESOLVED to defer noting the Minutes. The Clerk was requested to ensure committee minutes are distributed with the meeting pack and to ensure minutes are published on the website.

18/19 - 207 To receive Councillor reports for Tewkesbury Borough Council and Gloucestershire County Council

Borough Councillor report:

- A Public Space Protection Order on dog fouling had been through the Borough Council, a press release is to be circulated.

County Councillor report:

- Highways maintenance contract – new provider announcement 24 Sept
- Children's Services – Ofsted improvement plan in place with good progress although some issues will take time to be resolve fully. Recruiting social workers remains challenging in common with other councils.
- GFRS – recruitment process for new Chief Fire Officer underway.
Tewkesbury Fire Cadets new fully adapted engine will be unveiled on Mon 24th Sept. This was funded by your local councillor's Growing Our Communities Fund in conjunction with GFRS.

Tewkesbury Fire Service, Cadets and youths from The Aston Project along with the local Councillor have been fund-raising for a defibrillator for Priors

Park and we're pleased to say have reached the total required and will be placing the order in the next few days.

- Economic Growth Scrutiny –
 - a) Vision 2050 – Big Conversation consultation ended with outcome report due to be published later in the year.
 - b) Cotswold National Park – keeping a watching brief on a review being undertaken by Cotswold DC with a presentation to the scrutiny committee in due course.
- Scrutiny review – following the LGA Corporate Peer Review, a council-wide review is about to begin with involvement from all members.
Two Scrutiny Working Groups Involving Members are being set up - Fire and Highways Biodiversity. Highways Biodiversity will involve contact with District and Parish Councils.
- Lengthsman Scheme - took place at the end of August and there are three further days coming up.
Please inform the Town Clerk if there is anything you wish to be looked at.

- 18/19 - 208 To approve payments for July 2018 and receive the budget report**
It was RESOLVED to approve the payments report and budget report.
- 18/19 - 209 To note the bank reconciliations for April, May, June, and July 2018**
The bank reconciliations were noted.
- 18/19 - 210 Cheques for signature**
Proposed by Cllr S Franklin, seconded by Cllr T Walker. It was RESOLVED to approve the cheques for signature.
- 18/19 - 211 To agree to pay Charlton Networks by monthly direct debit and to pay One to One Recruitment by electronic transfer**
Proposed by Cllr M Sztymiak, seconded by Cllr S Raywood. It was RESOLVED to agree to pay Charlton Networks by monthly direct debit and One to One Recruitment by electronic transfer.
- 18/19 - 212 To agree to add Avon Navigation Trust, Chris Radborne (Tree Surgeon), Greenfields Garden Services and Wicksteed Leisure Ltd as retained contractors**
The RFO to review periodically. Proposed by Cllr M Sztymiak, seconded by Cllr J Raywood. It was RESOLVED to add Avon Navigation Trust, Chris Radborne (Tree Surgeon), Greenfields Garden Services, and Wicksteed Leisure Ltd as retained contractors.
- 18/19 - 213 To consider whether Council wishes to continue with the current committee system or whether to disband the current committee system and therefore hold Full Council meetings weekly retaining only the Staffing Committee with additional working group meetings held as required**
There was a discussion on the advantages and disadvantages of the committee system including time taken for discussions, councillor choice of committees, and

working groups becoming committees. It was RESOLVED to discuss once staffing structure is at full complement. The Clerk to circulate Legal Topic Note 1.

18/19 - 214 To receive an update from Cllr Franklin in her capacity as Environmental Champion

The following options were reported:

- Change energy providers to 'green' suppliers
- Stop printing councillor meeting packs
- Replace all light bulbs with LEDs
- Ensure all pipes are lagged
- Insulate lofts

It was RESOLVED to suspend Standing Orders to extend the meeting until 9pm

18/19 - 215 To consider a proposal from Cllr Burns that this Council will become a 'single-use plastic free' Council by phasing out the use of single-use plastic (SUP) products such as bottles, cups, cutlery, and drinking straws, in Council activities, where it is reasonable to do so and to encourage the users of our facilities, local businesses and other local public agencies to do the same, by championing alternatives, such as reusable water bottles

There was a discussion on options including using metal cutlery, purchasing specific bins. Proposed by Cllr M Szymiak, seconded by Cllr P Workman. It was RESOLVED to acknowledge in the Council's booking terms and conditions.

18/19 - 216 To agree that Councillors should inform other Ward Councillors of meetings they are holding or action they are signing up to on behalf of the Council, bearing in mind that no individual Councillor can make decisions on behalf of the Council

The Chair gave a briefing.

18/19 - 217 To receive a recommendation from the Finance Committee to adopt the Civic Awards Terms of Reference

The Chair proposed the recommendation with the criteria to be reduced to 10 years, and to increase advertising. It was RESOLVED to adopt the recommended Civic Awards Terms of Reference.

18/19 - 218 To receive a recommendation from the Environment & Amenities Committee to form a working group to review the Emergency Plan

This item was deferred.

18/19 - 219 To receive a recommendation from the Environment & Amenities Committee to continue to use the services of GAB Services for a further six months

It was RESOLVED to continue the services of GAB Services for a further six months.

18/19 - 220 Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave during the consideration of the following items on this agenda

Proposed by Cllr S Raywood, seconded by Cllr K Brennan. It was RESOLVED the public and press leave the meeting.

18/19 - 221 To receive an update from the Clerk on the Moorings dispute
The Clerk gave an update.

There being no further business, the meeting closed at 9.10pm.

Signature of Chairman upon approval of the minutes 8th October 2018