



TEWKESBURY TOWN COUNCIL

MINUTES

of the

**Buildings & Moorings Committee meeting held on 6th February 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury**

Present: Cllrs K Brennan (Chair); C Danter (Mayor); P Workman; S Raywood; K Powell

In attendance: J King (Assistant to the Town Clerk) 1 member of the public

B&M.18.113 To receive apologies
Cllrs Walker, Preedy & Franklin.

B&M.18.114 To receive declarations of interest
None received.

B&M.18.115 To receive dispensations
None received.

B&M.18.116 To approve the Minutes of the Buildings & Moorings Committee meeting held on 19th December 2018
It was RESOLVED to approve the minutes. Proposed by Cllr Danter, seconded by Cllr Powell.

B&M.18.117 Matters arising from the Minutes – for information only in relation to matters not on the agenda

B&M18.097 – Cllr Franklin has contacted the applicant and advised we cannot accommodate their request.

B&M18.101 – Ongoing.

B&M18.103 – Awaiting confirmation of date to undertake Town Hall emergency lighting work from DN Fire & Security.

B&M18.106 – Quote has been requested from another local clockmaker which would include changing over the mechanism to electric, reducing the risk of further damage by over winding. **Action:** Add as an agenda item to next meeting.

B&M18.109 – Ongoing. **Action:** Add as an agenda item to next meeting.

B&M.18.118 To receive a payments and receipts report for December 2018

The payments and receipts reports were received and noted.

It was agreed that the £50 received for scrap for the old cooker be allocated to the Town Council garden. A Cllr asked if the moorings were currently paid up to date or if there is more income due.

Action: Town Clerk to advise at next meeting.



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B&M.18.119 To receive the Budget Report

The budget report was received and noted.

It was noted that the Town Hall and Watson Hall income has exceeded expected levels for the year.

B&M.18.120 To receive an update from the Town Clerk in relation to leases:

i. Town Band – The Town Clerk has met with Nigel Morgan to discuss entrances to the new building, fire escapes from the Watson Hall, sub-letting the storage room and the insurance of Town Band instruments.

Action: Town Clerk to liaise with Nigel Morgan regarding the insurances to ensure that the instruments are only insured once.

ii. Avon Navigation Trust – The outstanding issue regarding insurance has been answered and the site plan confirmed. The Town Clerk is now awaiting the engrossed lease for signing.

B&M.18.121 To review the work programme

It was reviewed by the Cllrs. A Cllr asked if the historical work to the Museum back door and step had ever taken place.

Action: Cllrs Brennan and J Raywood to advise if work is still outstanding and add to the work programme if appropriate.

B&M.18.122 To note the use of emergency powers by the Clerk for replacement of the fridge and glass washer and repair / replacement of the bar shutter at the Watson Hall

The use of emergency powers by the Clerk in relation to the replacement of the fridge and glass washer and repair / replacement of the bar shutter at the Watson Hall was noted.

B&M.18.123 To retrospectively agree expenditure of £180 for the premises licence at the Watson Hall

It was RESOLVED to retrospectively agree the expenditure of £180 for the premises licence at the Watson Hall. Proposed by Cllr Danter, seconded by Cllr Workman.

B&M.18.124 To agree repairs to the office window in the Town Hall

It was RESOLVED to agree the repairs to the office window at the Town Hall at a cost of £335 by Kenelm Joinery Ltd. It was noted that by arranging this work now it should avoid the need to completely replace the windows.

Proposed by Cllr Danter, seconded by Cllr S Raywood.



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B&M.18.125 To discuss and agree hire rates for the Town Hall and the Watson Hall

It was agreed that a working group of Cllrs Brennan, Danter and the Events Officer will take place on 18th February at 11am to discuss recommendations for the new hire rates. It was suggested that at least one month's notice be given of any changes to the hire rates, particularly for existing regular hirers. The suggestions from a member of the public regarding increasing hall revenue will be considered at this meeting. The appropriate charge for Mayor's charity fundraising events will also be discussed and agreed.

B&M.18.126 To discuss the progress in relation to the reinstatement of moorings at Priors Court

The planning application has been submitted to Tewkesbury Borough Council and is being submitted to the planning portal on our behalf as the site doesn't have a postcode. Costs are to be advised.

B&M.18.127 To discuss improvement works to the moorings

The wall at the moorings on the Back of Avon was discussed. Discussions were had as to which part of the wall was owned by Tewkesbury Borough Council and which part; if any, was the responsibility of Gloucestershire County Council. It was RESOLVED to delegate authority to the Town Clerk to investigate the structural issues regarding the moorings at the Back of Avon and to recommend appropriate action. Proposed by Cllr S Raywood, seconded Cllr Brennan.

B&M.18.128 To approve the payments list

It was RESOLVED to approve the payments list. Proposed by Cllr Workman, seconded by Cllr Brennan.

There being no further business the meeting closed at 19:02

Signature of Chairman upon approval of the minutes 20th March 2019