

**MINUTES**  
*of the*  
**Full Council meeting held on 11<sup>th</sup> March 2019**  
***In the Council Chamber at the Town Hall, High Street, Tewkesbury***

**Present:** Cllrs C Danter (Chair); K Brennan; H Burns; J Raywood; S Raywood; P Aldridge; P Workman, M Linton, S Franklin, G Preedy, M Sztymiak & T Walker, V Smith

**In attendance:** D Hill (Town Clerk); J King (Assistant to the Town Clerk)  
P Stanford (Mayor's Chaplain), eight members of the public

**18/19 - 336 To receive apologies for absence**

Apologies for absence were received from Cllr Carter & Cllr A Smith. Apologies were received from Cllr Linton & Powell as they advised they would be late.

The Mayor's Chaplain left the meeting.

**18/19 - 337 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 the agenda**

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

**18/19 - 338 To receive a presentation from Abbey 20.21**

Cllr Linton joined the meeting at 6.17pm.

Cllr Powell joined the meeting at 6.24pm.

It was RESOLVED to readmit the public to the meeting at 7.05pm.

Proposed by Cllr Aldridge, seconded by Cllr S Raywood.

**18/19 - 339 To receive declarations of interest**

Cllrs Sztymiak & Workman declared an interest in item 19 (Minute reference 18/19-355) as Tewkesbury Borough Councillors.

Cllr V Smith declared an interest in item 19 (Minute reference 18/19-355) as a Gloucestershire County Councillor.

**18/19 - 340 To consider requests for dispensation**

None requested.

**18/19 - 341 To receive written questions from members of the public**

The Town Clerk advised that the question presented at Full Council in February, regarding tourism, will be considered by the Finance Committee.

**18/19 - 342 Public participation**

A member of the public raised the following questions:

- Is the Council happy for the meeting list for 2019/20 to be published wider than the Town Council website? Ref: Item 15 (Minute reference 18/19-351)

- Would the Council consider going further than declaring a climate emergency and request a clear action plan for future flood alleviation for floods greater than 1m higher than the 2007 flood. Ref: item 19 (Minute reference 18/19-355)
- Would the Council confirm that financial regulations and rules for the Watson Hall Trust Status are being followed. Ref: Item 24 (Minute reference 18/19-360)
- It was requested that any funding or shared liability requests from Abbey 20.21 go out to public consultation: Ref: Item 26 (Minute reference 18/19-362)

**18/19 - 343 To note the Mayor's announcements**

- Successful Pocket Parks Plus grant of £23,500 awarded towards the refurbishment of Warwick Place from Ministry of Housing, Communities & Local Government.
- Flood warden training has taken place – Cllr Sztymiak attended
- Nomination forms for election are available – last date for submission is April 3<sup>rd</sup> 2019.
- Correspondence has been received regarding a research project into Cllr Edward Clarence Heath, please contact the office if you are able to assist.
- Correspondence has been received from Boys Brigade 1<sup>st</sup> Tewkesbury Company thanking the Council for their grant.
- GAPTC 2018/19 details regarding Annual Governance and Accountability Return Form
- SLCC Branch Annual Branch Meeting
- NALC Legal Update - including Local Government Ethical Standards Review
- GAPTC – Four places booked on 'Being a better councillor' in June, and 4 places booked in September

**18/19 - 344 To approve the Minutes of the meeting held on 11<sup>th</sup> February 2019**

It was RESOLVED to approve the Minutes of the meeting held on 11<sup>th</sup> February 2019. Subject to a minor amendment of minute 18/19-325.  
Proposed by Cllr Aldridge, seconded by Cllr Brennan

**18/19 - 345 Matters arising from the Minutes – for information only**

No matters arising.

**18/19 - 346 To note the following Committee Minutes:**

**Buildings & Moorings – 6<sup>th</sup> February**  
**Planning – 13<sup>th</sup> & 27<sup>th</sup> February**  
**Finance – 29<sup>th</sup> January & 28<sup>th</sup> February**  
**Severn Ham – 7<sup>th</sup> February**  
**Staffing – 4<sup>th</sup> & 28<sup>th</sup> February**  
 The above minutes were noted.

Cllrs discussed the allocation of the scrap monies received for the Watson Hall cooker to the Town Hall garden.

Cllrs also requested more information in minutes so that the rationale of decisions could be seen. A Cllr requested the details regarding moving the call provider for the telephones and the purchase of a new projector.

**Action:** Town Clerk to provide the information to the Councillor

Cllrs discussed the production of confidential minutes. The Town Clerk advised that Town Councils cannot produce confidential minutes, there can be confidential notes that accompany the agenda and are available in closed sessions. This follows the current advice from GAPTC.

**Action:** Town Clerk to circulate the legal topic note regarding confidential minutes.

Cllrs were reminded that they are welcome to attend any committee meeting and that if they were unable to attend, Standing Orders allow them to substitute another Councillor to attend on their behalf.

**18/19 - 347 To receive Councillor reports for Tewkesbury Borough Council & Gloucestershire County Council**

**Gloucestershire County Council**

Cllr Cromwell provided a written report on behalf of Gloucestershire County Council.

**Tewkesbury Borough Council**

Cllr Greening provided a written report on behalf of Tewkesbury Borough Council.

**18/19 - 348 To receive reports from members representing the Town Council on outside bodies**

Cllr Burns provided a written update on the latest GMTF meetings.

**18/19 - 349 To receive the expenditure report for February 2019 and the budget report**

The expenditure report for February 2019 and the budget report were received.

**18/19 - 350 To approve the payments list**

It was RESOLVED to approve the payments list.

Proposed by Cllr S Raywood, seconded by Cllr Franklin.

**18/19 - 351 To agree the proposed meeting dates for 2019/20**

Mayor Making will now be on 20<sup>th</sup> May.

It was RESOLVED to agree the proposed meeting dates for 2019/20.

Proposed by Cllr Sztymiak, seconded by Cllr Aldridge.

The Town Clerk advised that anyone is welcome to signpost people to the Town Council website to promote the meeting dates for the forthcoming year.

Cllr Burns offered assistance to promote the Annual Town Meeting.

**18/19 - 352 To receive and vote on nominations for the positions of Mayor and Deputy Mayor**

Subject to re-election, it was RESOLVED that Cllr Walker will be Mayor from May 2019 to May 2020. Proposed by Cllr Aldridge and seconded by Cllr Danter.

Subject to re-election, it was RESOLVED that Cllr Brennan will be Deputy Mayor from May 2019 to May 2020. Proposed by Cllr Danter and seconded by Cllr Aldridge.

**18/19 - 353 To note the adoption of Tewkesbury Town Council's safeguarding policy**  
The adoption of Tewkesbury Town Council's safeguarding policy was noted.

**18/19 - 354 To consider and agree grant applications from outside bodies**

It was RESOLVED to approve the following grant:

£1750 – Tewkesbury Medieval Festival

Proposed by Cllr Sztymiak, seconded by Cllr Aldridge.

**18/19 - 355 To consider a proposal from Cllr Franklin that Tewkesbury Town Council request that Tewkesbury Borough Council raise a motion to declare a climate emergency**

Cllrs discussed the topic of climate change and the importance of the issue, and the renewed pressure on those in local government to stand up and make changes.

Cllrs felt that not only should the Town Council ask the Borough and County Council to renew their efforts on climate change, but that as a Town Council they should also be auditing our approach and setting targets.

It was RESOLVED that Tewkesbury Town Council will request that Tewkesbury Borough Council raise a motion to declare a climate emergency.

Proposed by Cllr Franklin, seconded by Cllr Brennan.

Tewkesbury Town Council will also set up a working group to consider the actions that the Town Council can take to impact climate change

Suggestions included:

- Pollution levels – idling cars caused by parking issues.
- Promoting public transport and an infrastructure for electric cars and charging points
- Raising it as a point for consideration in the regeneration of Tewkesbury Town Centre

**Action:** Working group to be set up to consider actions and bring a report back to Full Council within six months.

**18/19 - 356 Correspondence**

Covered under Mayor's announcements.

**18/19 - 357 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 the agenda**

Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

Cllr V Smith left the meeting.

**18/19 - 358 To discuss and agree nominations for Civic Awards**

The nominations for the Civic Awards were discussed and agreed.

Proposed by Cllr Aldridge, seconded by Cllr Sztymiak.

**18/19 - 359 To receive an update on staffing matters**  
Cllr Walker provided a report on the employment tribunal claim being made against the Town Council.

**18/19 - 360 To receive an update from the Town Clerk regarding the running of the Tudor Bar**  
The Town Clerk gave an update on the running of the Tudor Bar. There had been concerns over Health & Safety issues with the previous running of the bar some of the fitments and equipment. The bar has undergone significant improvements throughout February 2019 in order to bring the area up to standard. The Tudor Bar is now being run by the Town Council and all the stock and equipment in the bar (except for the pumps and the lines) belongs to the Town Council. There is now a new Designated Premises Supervisor and the Town Council's license has been updated accordingly.

**18/19 - 361 To receive a report on the Cleaning and Maintenance Contract and to agree a recommendation for implementation of a three-year contract from 1<sup>st</sup> April 2019**  
Cllrs discussed the report and acknowledged the excellent service currently being provided by GAB Services.

It was RESOLVED to agree the recommendation for the implementation of a three-year contract with GAB Services with effect from 1<sup>st</sup> April 2019.  
Proposed by Cllr Aldridge, seconded by Cllr Linton.

It was RESOLVED to suspend Standing Orders to extend the meeting until 9pm  
Proposed by Cllr S Raywood, seconded by Cllr Brennan

**18/19 - 362 To discuss the presentation from Abbey 2021 and agree any actions**  
Cllrs discussed the presentation and requests received from Abbey 2021.

Cllrs agreed next steps and actions to be carried out by the Town Clerk.  
**Action:** Town Clerk to enquire whether the Town Council could obtain insurance cover and to contact Thomson & Bancks regarding drawing up an agreement.

There being no further business, the meeting closed at 8.50pm

Signature of Chairman upon approval of the minutes .....8<sup>th</sup> April 2019