

## MINUTES

### *of the*

**Extra-ordinary Buildings & Moorings Committee meeting held on 8<sup>th</sup> April 2019**

***In the Corn Exchange at the Town Hall, High Street, Tewkesbury***

**Present:** Cllrs K Brennan (Chair); P Workman; S Raywood; K Powell & S Franklin

**In attendance:** D Hill (Town Clerk) J King (Assistant to the Town Clerk) & R Blockley (Events Officer)  
Three members of the public

**B&M.18.153 To receive apologies**

Cllrs Walker & Preedy

**B&M.18.154 To receive declarations of interest**

Cllr Workman in respect of item 18.164

Cllr Powell in respect of item 18.165

**B&M.18.155 To receive dispensations**

None received.

**B&M.18.156 To approve the Minutes of the Buildings & Moorings Committee meeting held on 4<sup>th</sup> March 2019**

It was RESOLVED to approve the minutes. Proposed by Cllr Workman , seconded by Cllr Franklin.

Cllr Danter joined the meeting at this juncture (12:02)

**B&M.18.157 Matters arising from the Minutes – for information only in relation to matters not on the agenda**

**B&M18.106 Town Hall clock** – Town Clerk to establish timescale for repair

**B&M 18.142 Noticeboards Watson Hall** – E&A agreed 50% of the cost 18-142

**B&M18.146 Tewkesbury in Bloom Cabinet** – the cabinet has been delivered and the location is to be agreed within the Town Hall

**B&M.18.158 Public Participation**

Written questions were submitted from a member of the public. **Action: response to be provided.**

**B&M.18.159 To agree the replacement of the sound and lighting system and the associated electrical work at the Watson Hall**

It was noted that since the stage lighting was condemned in 2017, lighting has had to be hired in for events requiring stage lighting. This project requires a lighting contractor and an electrician to work together. The quote for the electrical work includes the removal of all the old equipment. The old lighting may be of interest to a collector.

It was RESOLVED to spend £3,468 with MSL for the supply of lighting equipment and installation and £4,584 for electrical work with Gloucestershire Electrical Services. Proposed by Cllr Danter & Cllr Franklin.

**B&M.18.160 To agree the installation of wi-fi at the Watson Hall and the ongoing monthly and annual charges**

Two quotes had been obtained from retained contractors. The quotes were analysed on the cost based over five years.

It was RESOLVED to install wi-fi at the Watson Hall with the ongoing monthly and annual charges with Digital Telecom Ltd.

Proposed by Cllr Danter, seconded Cllr Powell.

**B&M.18.161 To delegate authority to the Town Clerk to incur expenditure of up to £600 for various carpentry works required at the Watson Hall**

The proposed list of works was noted. Cllrs requested that notices are put up at the serving hatches to advise that hot drinks cannot be served through the hatches. Ideally going forwards, hot drinks will be served from the Theatre Bar.

It was RESOLVED to delegate authority to the Town Clerk to spend up to £600 on carpentry work at the Watson Hall.

Proposed by Cllr Franklin, seconded by Cllr Powell.

The Town Clerk arrived part-way through this agenda item (12:25).

**B&M.18.162 To delegate authority to the Town Clerk to manage the Tudor Bar for financial year 2019/20**

It was RESOLVED to delegate authority to the Town Clerk to manage the Tudor Bar for financial year 2019/20.

Proposed by Cllr Franklin, seconded by Cllr Danter.

**B&M.18.163 To agree to purchase a bottle chiller for the Theatre Bar at the Watson Hall**

It was RESOLVED to purchase a bottle chiller up to £375 plus VAT for the Theatre Bar at the Watson Hall.

Proposed by Cllr Workman, seconded by Cllr Powell.

**B&M.18.164 To discuss the progress in relation to the planning application for the reinstatement of Moorings at Priors Court**

The Town Clerk provided an update regarding the planning application. Additional information has been submitted to the Borough Council and a response is awaited.

**B&M.18.165 To discuss additional information received from Severn Leisure Cruises in respect of leisure river trips in 2019**

It was suggested boat trip information could be added to the Town Council's website.

**Action: Town Clerk to discuss the possibility of a feedback from with the Operator and to request copies of leaflets detailing the Conway Castle boat trips.**

**B&M.18.166 To approve retrospective expenditure of:**  
**i. £304 in respect of obtaining Display Energy Certificates**  
**ii. £281 in respect of tap and connectors for real ale provision at the Tudor Bar**  
It was RESOLVED to approve the retrospective expenditures.  
Proposed by Cllr S Raywood, seconded by Cllr Franklin.

Discussions were had regarding a Display Energy Certificate for the Museum.  
**Action: Town Clerk to liaise with the Museum contacts.**

**B&M.18.167 To authorise the expenditure of £3,000 on improvements to the Town Council's moorings from the Mayor's Charity money being held for this purpose by Avon Navigation Trust**

It was noted that the wording of this agenda was slightly confusing. The £3,000 was handed to ANT in 2017 after Cllr Brennan had been Mayor in 2016/17. This was not to authorise additional expenditure to ANT.

It was agreed that the fencing that is rotting and should be replaced in accordance with the Public Realm guidelines.

Proposed by Cllr Danter, seconded by Cllr Franklin.

**Action: Town Clerk to ascertain style of fencing to be procured.**

**B&M.18.168 Payments list for approval**

It was RESOLVED to approve the payments list.

Proposed by Cllr Danter and seconded by Cllr Workman.

There being no further business the meeting closed at 13:00.

Signature of Chairman upon approval of the minutes ..... 13<sup>th</sup> May 2019