

MINUTES
of the
Extra-ordinary Buildings & Moorings Committee meeting held on 15th May 2019
In the Corn Exchange at the Town Hall, High Street, Tewkesbury

Present: Cllrs K Brennan (Chair); C Danter: J Raywood; S Raywood & K Powell

In attendance: D Hill (Town Clerk)
Two members of the public

B&M.18.169 To receive apologies
Cllrs Walker & Preedy

B&M.18.170 To receive declarations of interest
Cllr J Raywood in respect of item 18.178

B&M.18.171 To receive dispensations
None received.

B&M.18.172 To approve the Minutes of the Buildings & Moorings Committee meeting held on 4th March 2019
It was RESOLVED to approve the minutes, subject to amending those present, items 165 & items 167
Proposed by Cllr Danter, seconded by Cllr Powell.

B&M.18.173 Matters arising from the Minutes – for information only in relation to matters not on the agenda
B&M18.106 Town Hall clock – Town Clerk reported clock should be back in two weeks' time.
B&M 18.142 Noticeboards Watson Hall – Noticeboards are almost complete. Final bill to be retrospectively in the next agenda.
B&M18.166 Display Energy Certificates – These will be displayed once they are received.

B&M.18.174 Public Participation
Running of the Watson Hall Memorial Trust going forwards

B&M.18.175 To review the work programme and agree the schedule of work
The work programme was reviewed.

B&M.18.176 To receive the committee income and expenditure reports for February & March 2019.
The committee income and expenditure reports for February & March 2019 were received.

B&M.18.177 To receive the Committee budget report
The Committee budget report was received.

B&M.18.178 To consider and agree any budget amount to be earmarked by the Buildings & Moorings Committee from 2018/19

It was RESOLVED to earmark for following budget amounts from 2018/19

- £3,975 from Museum R&M for window
- £250 from War Memorial R&M repairs
- £2,433 from Moorings R&M for St Mary's Lane Moorings

Proposed by Cllr S Raywood, seconded by Cllr Danter.

B&M.18.179 To note the use of emergency powers by the Town Clerk for repairs to the Corn Exchange façade and to agree further repairs required.

The use of emergency powers was noted.

B&M.18.180 To agree the asbestos survey work at the Watson Hall

It was RESOLVED to delegate authority to the Town Clerk to action asbestos surveys for both buildings to survey areas identified previously as containing asbestos and areas not previously surveyed.

Proposed by Cllr S Raywood, seconded by Cllr Brennan.

B&M.18.181 To discuss and agree next steps regarding moorings at St Mary's Lane:

- i. **Replacement of fencing**
Fencing suggestion has been received from Urban Design Officer.
- ii. **Collapsed Mooring**
Deferred to next meeting.

B&M.18.182 To discuss and agree the options for grass cutting in the Town Hall Garden and the Anglo-American Remembrance Garden.

To be reviewed once the condition of the lawnmower is known. In the meantime, if the lawnmower fails the Town Clerk to arrange for Countrywide to cut the grass.

B&M.18.183 To discuss current storage arrangements at the Watson Hall

It was agreed that the storage room could be tidier in order to be able to utilise the space more fully. Cllr J Raywood offered to assist and liaise with the Museum.

B&M.18.184 To agree to move the maintenance and monitoring of the alarm systems at the Watson Hall to Allcooper Ltd

It was RESOLVED to agree to move the maintenance and monitoring of the alarm systems at the Watson Hall to Allcooper Ltd.

Proposed by Cllr Danter, seconded by Cllr S Raywood

B&M.18.185 To authorise the Town Clerk to spend up to £1000 per building, to obtain building condition reports for the Town Council buildings

Specification for the condition report, speak to Craig Fletcher.

Deferred to the next meeting.

B&M.18.186 To agree the purchase of a storage cupboard for cleaning supplies at the Town Hall

Try to get second-hand cupboard in the first instance. **Action:** Clerk to search for a second hand cupboard.

B&M.18.187 To authorise the Town Clerk to appoint a structural engineer to survey the wall at the Back of Avon

It was RESOLVED to authorise the Town Clerk to appoint a Structural Engineer to survey the wall at the Back of Avon.

Proposed by Cllr Danter, seconded by Cllr Brennan

B&M.18.188 Payments list for approval

It was RESOLVED to approve the payments list.

Proposed by Cllr Danter and seconded by Cllr J Raywood

There being no further business the meeting closed at 20:00

Signature of Chairman upon approval of the minutes 27th June 2019

DRAFT