

MINUTES
of the
Buildings & Moorings Committee meeting held on 27th June 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

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

In attendance: D Hill (Town Clerk)
Three members of the public (including Cllr J Raywood)

The meeting commenced at 18:45

B&M.19.001 To receive apologies
Cllr Carter.

B&M.19.002 To receive declarations of interest
None received.

B&M.19.003 To receive dispensations
None received.

B&M.19.004 To approve the Minutes of the Buildings & Moorings Committee meeting held on 13th May 2019
It was RESOLVED to approve the minutes.
Proposed by Cllr Brennan, seconded by Cllr Danter.

B&M.19.005 Matters arising from the Minutes – for information only in relation to matters not on the agenda
B&M 18.173 Town Hall clock – clock is 2 minutes 55 seconds slow.
Action: Adjust to correct time.
B&M 18.185 Condition Reports – Carried forward to next meeting.
B&M 18.186 Storage Cupboard – Move from the Watson Hall.
B&M 18.187 Back of Avon wall – Ongoing.

B&M.19.006 To receive correspondence relating to the Buildings & Moorings Committee
The Town Clerk reported a Freedom of Information request.

B&M.19.007 Public Participation
Roles and responsibilities of sole trustees
Officers cost to be borne by the George Watson Memorial Hall Trust
Poll on Facebook on silencing of the clock
Why was a long lease is preferable to long term hire agreement for the Saffron Road Rehearsal Room
Income levels and hire rates in relation to the Watson Hall

B&M.19.008 To receive the committee income and expenditure reports for April & May 2019
The committee income and expenditure reports for April & May 2019 were received.

Action: Cleaning costs cost code to be created.

B&M.19.009 To receive the Committee budget report

The Committee budget report was received.

Action: Query raised regarding War Memorial R&M £7.25 payment.

B&M.19.010 To approve signature of the lease in respect of the Rehearsal Rooms at Saffron Road on behalf of the George Watson Hall Memorial Trust

It was RESOLVED to approve signature of the lease in respect of the Rehearsal Room at Saffron Road on behalf of the George Watson Hall Memorial Trust.

Proposed by Cllr Brennan, seconded by Cllr Rudge.

B&M.19.011 To agree to dispose of a piano at the Watson Hall.

It was RESOLVED to dispose of a piano at the Watson Hall.

Proposed by Cllr Brennan, seconded by Cllr Danter.

B&M.19.012 To approve retrospectively the additional expenditure incurred to replace both noticeboards at the Watson Hall.

It was RESOLVED to retrospectively the additional expenditure incurred to replace both noticeboards at the Watson Hall, at a total cost of £550.

Proposed by Cllr S Raywood, seconded by Cllr Brennan.

B&M.19.013 To receive an update from the Town Clerk on the easement at 3 Saffron Road and to delegate authority to the Town Clerk to liaise with Thomson & Bancks over exercising this right

Cllr J Raywood explained the issue of the easement.

It was RESOLVED to delegate authority to the Town Clerk to liaise with Thomson & Bancks over exercising the easement at 3 Saffron Road.

Proposed by Cllr Rudge, seconded by Cllr Powell.

B&M.19.014 To agree rates for hall hire for the Town Mayor's fundraising events

It was RESOLVED that the Town Mayor is entitled to each venue free of charge for two events during their Mayoral year.

Proposed by Cllr Danter, seconded by Cllr Brennan.

B&M.19.015 To discuss proposed work and agree next steps at the Watson Hall for:

i. Garden Room - Quotes are required.

Action: Check with Emily Pugh at Tewkesbury Borough Council regarding Article 4 direction in the first instance

ii. Fire Exit Door – It was RESOLVED to carry out the work on the fire exit door leading from the stage to bring it up to the required standard. Proposed by Cllr Powell, second by Cllr Rudge.

B&M.19.016 To approve the repairs to the Corn Exchange façade

It was RESOLVED to approve any repairs identified to the Corn Exchange façade up to a cost of £7000.

Proposed by Cllr Danter, seconded by Cllr S Raywood.

Action: Town Clerk to contact local resident who may be able to assist with drone images of the Town Hall.

B&M.19.017 To approve retrospectively the purchase of a new lawnmower for the Town Hall gardens

It was RESOLVED to retrospectively approve the purchase of a new lawnmower for the Town Hall gardens.

Proposed by Cllr Danter, seconded by Cllr Rudge.

B&M.19.018 To discuss the request to silence the clock at the Town Hall between the hours of 11pm and 7am and agree any necessary action

It was agreed to not to currently silence the town clock, but it was noted that should it become a major issue the committee would reconsider in the future.

B&M.19.019 To receive an update and approve actions regarding the drainage issue in the kitchen at the Town Hall

It was RESOLVED to approve the proposed work to rectify the drainage issue in the kitchen at the Town Hall. The existing pipework will be left in place in case it is needed in the future.

Proposed by Cllr Brennan, seconded by Cllr S Raywood.

B&M.19.020 To receive an update from the Town Clerk in relation to the lease to Avon Navigation Trust

An update was received and this is the next lease work to be undertaken by Thomson & Bancks.

B&M.19.021 To discuss and agree next steps for the Town Council's moorings at St. Mary's Road (Abbey Mill end)

Action: It was agreed that the Clerk would write to the respective boat owners.

B&M.19.022 To approve retrospectively the emergency repairs to the moorings at St Mary's Road and the installation of eight flood proof rising posts

It was RESOLVED to retrospectively approve the emergency repairs to the moorings at St Mary's Road and the installation of eight flood proof rising posts.

Proposed by Cllr Brennan, seconded by Cllr Danter.

Action: Town Clerk will write to the residents to advise that work will be done, specifically regarding posts.

B&M.19.023 Payments list for approval

A total expenditure of £1,426.57 was authorised on the payment list.

It was RESOLVED to approve the payments list.

Proposed by Cllr Danter, seconded by Cllr Brennan.

B&M.19.024 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 item on this agenda

It was RESOLVED that 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 item on this agenda.

Proposed by Cllr S Raywood, seconded by Cllr Brennan.

B&M.19.025 To review income generation and future plans at the Watson Hall

A report was distributed to committee members. Members agreed it would be beneficial to have a tour of the Watson Hall.

Action: Emergency keys required for the Watson Hall in case of an emergency. Clerk to email report to members of the committee.

There being no further business the meeting closed at 21:15

Signature of Chairman upon approval of the minutes 31st July 2019