



TEWKESBURY TOWN COUNCIL AGENDA

To: Town Councillors

You are summoned to attend a meeting of the Town Council which will be held in the Council Chamber, Town Hall, High Street, Tewkesbury, on **9th September 2019 commencing at 6:00 pm.**

Members of the public and press are welcome to attend.

Debbie Hill
Town Clerk
3rd September 2019

1. To receive apologies for absence
2. To receive declarations of interest
3. To consider requests for dispensation
4. To receive written questions from members of the public
5. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
6. To note the Mayor's announcements
7. To approve the minutes of the meetings held on 8th July 2019
8. Matters arising from the minutes – for information only
9. To note the following committee minutes: Buildings & Moorings – 27th June & 31st July 2019, Environment & Amenities – 2nd July 2019, Planning – 12th & 26th June, 24th July 2019, Finance – 19th June & 25th July 2019, Severn Ham – 6th June & 18th July 2019
10. To receive Councillor reports for Tewkesbury Borough Council from Cllr Workman and Gloucestershire County Council from Cllr Cromwell
11. To receive the expenditure reports for June & July 2019
12. To receive an update on the new finance system
13. Bank reconciliations for June
14. To discuss the updated hire rates & terms and conditions for the Town Council buildings

15. To receive an update from the Town Council Climate Change Working Group
16. To consider a proposal from Cllr Aldridge that Tewkesbury Town Council declares a Climate Emergency
17. To consider a proposal from Cllr Cody that paper meeting packs are not printed as standard procedure, but are only printed for those who opt in to receive them, in order to reduce paper wastage
18. To consider a proposal from Cllr Cody that Tewkesbury Town Council becomes a plastic free community
19. To nominate internal control checkers
20. To receive reports from members representing the Town Council on outside bodies
21. To approve the payments list
22. To consider and agree grant applications from outside bodies
23. Correspondence
24. 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 this agenda
25. To receive an update from the Town Clerk on the money claim served on the Town Council on 11th April 2019

The next Full Council meeting will be
October 14th 2019 at 6pm in the Town Hall

Final date for agenda items and accompanying papers for the Meeting is **7 clear days before the meeting**.

As part of managing the Council's Risk Assessment, Councillors are reminded to ensure they keep their register of interests up to date.

If you have any questions, please contact the Town Clerk.

The Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights. Anyone wishing to attend any meetings of the Town Council who need ground floor access to do so, should inform the Clerk three days in advance of the meeting so that arrangements can be put into place.

MINUTES
of the
Full Council meeting held on 8th July 2019
In the Council Chamber at the Town Hall, High Street, Tewkesbury

Present: Cllrs K Brennan (Chair), P Aldridge, V Smith, K Powell, A Rudge, C Danter, H Davis, S Raywood, M Sztymiak

In attendance: D Hill (Town Clerk); J King (Assistant Town Clerk)
3 members of the public

19/20 - 033 To receive apologies for absence
Apologies for absence were received from Cllr Walker (personal business), Cllr J Raywood (business), Cllr Preedy (personal business), Cllr Cody & Cllr Carter.

19/20 - 034 To receive declarations of interest
19/20-051 – Cllr Aldridge knows the owner of TK Refrigeration.

19/20 - 035 To consider requests for dispensation
None requested.

19/20 - 036 To receive written questions from members of the public
Two questions were received and answered:

1. To Council, could you please confirm whether all involved were fully equipped with the information required to be able to direct, or agree rather than disagree or abstain in regard to the Annual Governance and Accountability Return 2018/19. In this instance I would like to highlight AGS Assertion 9: 5.114. Page 60 of the guidance attached below;

<https://www.nalc.gov.uk/library/publications/2897-governance-and-accountability-for-smaller-authorities-in-england-2019-sections-1-5-for-publication/file>

Members were advised of the proposed responses based on the recommendation of the Internal Auditor following lengthy discussion with the Town Clerk about the status of the George Watson Memorial Hall Trust

2. I understand that at the Full Council meeting 27th June, you advised members that there would be no liability for their decision(s).

See attached two documents which confirm Liability of Councillors for decisions not made lawfully and the Liability of Trustees for failing to act in the interest of their Trust and or outside the rules / procedures.

Question: Would the Council please confirm all Members are fully aware of the following documents and their content:

a. Briefing / Training Note from CPALC Appendix A (Member Liability)

The Town Council can confirm that members are not aware of the content of a document produced by an organisation that ceased to exist in May 2018

b. Charity Commission Guidance The essential trustee: what you need to know

Note: See section 10 – “There is no legal protection for trustees who have acted dishonestly, negligently or recklessly”.

The Town Council can confirm that this document does not apply to members of Tewkesbury Town Council. This document applies to individuals who act as a Trustee. Town Councillors are NOT Trustees of the George Watson Memorial Hall Trust. The Town Council as a corporate body is Sole Trustee.

19/20 - 037 Public participation

A member of the public raised a question about hall hire rates and was advised that this was not on the agenda for this meeting.

19/20 - 038 To receive a presentation from Kathryn Griffiths, Environmental Health at Tewkesbury Borough Council regarding dog fouling and the new Public Space Protection Order

A Public Space Protection Order for dog fouling came into effect across Tewkesbury Borough in July 2018. This applies to all land to which the public have general access within the Borough and lasts for three years. It is now an offence not to pick up after your dog immediately and an offence not to have a receptacle to pick up after your dog. The offence carries a £1000 fine in magistrates court or a fixed penalty notice of £100.

Environmental Health is currently in the education phase, speaking to dog owners and advising them of the need to carry enough bags with them. Patrols are carried out in areas highlighted as hot spots and signs are being erected to advertise the changes. Officers are currently handing out dog waste bags and these are also available from the Town Council office. In the Autumn the Borough Council will be looking to enforce the legislation. Members of the public are being encouraged to report issues via ehenquiries@tewkesbury.gov.uk.

19/20 - 039 To note the Mayor's announcements

- Thanks were given to those who attended the Armed Forces Service on Sunday 30th June and to those who attended the Town Band Saffron Road Rehearsal Room opening.
- The Medieval Parade takes place on Sunday 14th July, all Councillors have been invited to take part. Please meet at the Town Hall at 10.45am in your gown and hat.

19/20 - 040 To approve the Minutes of the meeting held on 3rd June 2019 & 27th June 2019

It was RESOLVED to approve the Minutes of the meeting held on 3rd June subject to the following minor changes: Inserting the word 'health' as the reason for absence for Cllr Walker.

Proposed by Cllr Aldridge, seconded by Cllr Rudge.

It was RESOLVED to approve the Minutes of the meeting held on 27th June 2019. Proposed by Cllr Aldridge, seconded by Cllr Danter.

19/20 - 041 Matters arising from the Minutes – for information only

18/19-382 – Reduction in speed limit on Bredon Road. Response received today from Gloucestershire County Council. It would require a Traffic Regulation Order and there is a significant cost attached. **Action:** To add to September agenda

19/20-007 – Climate change working group. Four Councillors have volunteered. If any other Councillors are interested, please let Assistant Town Clerk know by the end of the week.

19/20-010 – Funding for electric vehicle charging. Update provided by County Cllr Cromwell. Gloucestershire County Council is currently in negotiations with a supplier of EV charging points and installations should start later in the year. Cllr Cromwell is keen to expand EV charging to terraced streets of Tewkesbury where residents park on the street. Individuals can nominate streets or locations via electricvehicles@gloucestershire.gov.uk.

19/20-020 – Almshouse Trust Representatives – A response has been received from one representative that they are happy to continue as the Town Council representative.

19/20-030 – Public Space Protection Order – representative attended this meeting.

19/20 - 042 To note the following Committee Minutes:

Buildings & Moorings – 13th May 2019

Environment & Amenities – 21st May 2019

Planning – 1st, 15th & 29th May 2019

Staffing – 2nd May 2019

Finance – 2nd May 2019

The above minutes were noted.

19/20 - 043 To receive Councillor reports for Tewkesbury Borough Council & Gloucestershire County Council

Cllr Smith provided an update from Tewkesbury Borough Council:

There will be an update on the Spring Gardens project coming up in the next couple of weeks. Current information can be found at:

<https://www.tewkesbury.gov.uk/news/gardentownstatus>

News of the new public space protection order can be found at:

<https://www.tewkesbury.gov.uk/news/be-prepared-bag-and-bin-it>

Cllr Smith also provided an update from Gloucestershire County Council regarding the highway resurfacing and flooding alleviation programmes:

Flood alleviation: There is now an integrated team with TBC, GCC and EA working together. Dredging and de-silting is due to happen in Tewkesbury in the Autumn. A Councillor asked if the Carrant Brook was included in this work. Yes, both the Carrant Brook and Tirlle Brook will have work carried out on them. For full details

visit <https://www.gloucestershire.gov.uk/your-community/emergencies-and-your-safety/flooding-and-drainage/>

Resurfacing: There is significant resurfacing work happening at the moment. The project is now in the second year of the £150m, five year programme. It takes five years as there is a limit to how much disruption can happen at once around the County. Full details can be found on the website:

<https://www.gloucestershire.gov.uk/highways/roads/county-resurfacing-works/>

19/20 - 044 To receive the expenditure reports for April & May 2019 and the budget report
The expenditure reports for April & May 2019 and the budget report were received.

A Councillor asked about the budget for the Town Hall Garden and whether this was the Friends of the Town Hall Garden's money. The Town Clerk replied that this was new money that had been allocated into the budget this year, it had not come out of reserves.

The historic VAT claim for £13,000 which was due to underclaiming in 2016/17, has now been received.

19/20 - 045 To receive the bank reconciliation for March 2019
The bank reconciliation for March 2019 was received.

19/20 - 046 To nominate internal control checkers
Cllr J Raywood & Cllr Aldridge will carry out the first internal check.
Action: To add to the September agenda to ask for additional volunteers.

19/20 - 047 To discuss and agree the upgrade of the financial software (Scribe) to Rialtas Business Solutions (RBS) Omega financial software and the integrated facilities booking system
The Town Clerk outlined the limitations with the current financial system, in short, it is not designed for Councils of our size and complexity.

A new system RBS Omega has been identified as it is designed specifically for Councils with an income of over £200,000. It also provides an optional integrated facilities booking scheme. Officers have spoken to current users, who were positive about the system and the support provided by RBS. It also provides functionality for HMRC Making Tax Digital, which comes into force in October.

Migration was discussed and the advice received is that it needs to be done before the mid-year point. Therefore, ideally this needs to happen in August if it is to take place this year. The alternative installation would be in May 2020. August is traditionally a quieter time for Town Council's and would allow time for the additional work that will be required. Training days would also provide assistance with the migration process.

The costs of the purchase of the financial software is £1035, plus annual support and licences at a cost of £802 per annum – total cost £2337.

The cost of the facilities booking module is £1265, plus annual support and licences at a cost of £290 – total cost £1555.

Likely to require three training days at a cost of £399 a day plus mileage.

The ongoing costs would be in the region of £1000 per annum.

The costs will be met from contingency.

It was RESOLVED to upgrade the financial software (Scribe) to Rialtas Business Solutions Omega financial software and the integrated facilities booking system.

Proposed by Cllr Powell, seconded Cllr Rudge.

19/20 - 048 To receive reports from members representing the Town Council on outside bodies

Cllr S Raywood attended a meeting on 4th July; regarding a potential bid from Tewkesbury Borough Council for Heritage Action Zones Funding, as a member of TTRP.

Action: Town Clerk to contact Alice Goodall regarding Town Council sending a letter of support. Letters of support are required by Friday 12th July.

Wheelchair Bus AGM is being held on 17th July at 7.30pm at Elizabeth Wyatt Hall.

GAPTC AGM on 20th July at 10.30am. All Councillors are invited to attend.

19/20 - 049 To consider a request from Cllr Preedy to join the Buildings & Moorings Committee and to discuss any other committee vacancies

It was RESOLVED that Cllr Preedy join the Buildings & Moorings Committee.

Proposed by Cllr Sztymiak, seconded by Cllr Powell.

19/20 - 050 To discuss the proposal to extend the three year insurance arrangement with WPS insurance brokers to enable the Town Council to benefit from a valuation on insured properties

It was RESOLVED to extend the three year insurance arrangement with WPS insurance brokers to enable the Town Council to benefit from a valuation on insured properties.

Proposed by Cllr Aldridge, seconded by Cllr S Raywood. Cllr Sztymiak abstained.

19/20 - 051 To agree to add Ben Perry, Robert Johnson, Ian Bishop & TK Refrigeration to the approved retained contractors list

It was RESOLVED to add Ben Perry, Robert Johnson, Ian Bishop & TK Refrigeration to the approved retained contractors list.

Proposed by Cllr Powell, seconded by Cllr Davis.

19/20 - 052 To approve the payments list

It was RESOLVED to approve the payments list.

A total expenditure of £6037.32 was authorised on the payments list.

Proposed by Cllr S Raywood, seconded by Cllr Rudge.

19/20 - 053 To consider and agree grant applications from outside bodies

The following grant application was approved:

Tewkesbury RFC – £ 500 Proposed by Cllr Smith, seconded by Cllr Danter.

Further information was requested regarding the Manor Players of Tewkesbury grant application. **Action:** Defer to September meeting.

19/20 - 054 Correspondence

- Gloucestershire County Council - re: new mobile library.
- GRCC (Glos Rural Community Council) – AGM invitation – 30th July 2019.
- Response from Buckingham Palace re: message from people of Tewkesbury on the birth of Archie Harrison Mountbatten-Windsor.
- Thanks from the Rotary Club of Tewkesbury re: £250 grant
- Thanks from Councillor Julian Palfrey – Deputy Mayor of Pershore for invitation to Mayor Making.
- GAPTC – Agenda for AGM on 20th July 2019 – Cllr S Raywood to attend.
- Expiration of the Community Right to Bids for Victoria Gardens and Car Parks
Action: Refer Community Right to Bid for consideration at Planning Committee
- Alison Robinson at GAPTC – She holds regular meetings with principal authorities and has received positive feedback about the Town Council and staff from the Borough Council.

19/20 - 055 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

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 items on the agenda.

Proposed by Cllr S Raywood, seconded by Cllr Aldridge.

19/20 - 056 To receive an update from the Town Clerk on the money claim served on the Town Council on 11th April 2019

The Town Clerk provided an update on the money claim.

There being no further business, the meeting closed at 7.46pm.

Signature of Chairman upon approval of the minutes 9th September 2019

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



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Environment & Amenities Committee meeting held on 2nd July 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs S Raywood (Chair), J Raywood, G Preedy, H Davis, M Sztymiak, K Powell

In attendance: J King (Assistant Town Clerk)

- E&A 19/001 To receive apologies for absence**
Late arrival advised from Cllr Aldridge.
- E&A 19/002 To record declarations of interest**
None received.
- E&A 19/003 To consider requests for dispensations**
None received.
- E&A 19/004 To approve the Minutes of the meeting held on 21st May 2019**
It was RESOLVED to approve the minutes.
Proposed by Cllr J Raywood, seconded by Cllr Davis.
- E&A 19/005 Matters arising from the minutes – for information only**
18/053 Arrivall Public Art work – Update provided by Assistant Town Clerk.
18/083 Overgrown paths – Ongoing
18/083 Mythe Speed Data – Data has been submitted to Road Safety team.
Action: Request to follow up.
18/116 Neighbourhood development plan – Ongoing.
18/163 Dog Fouling – Tewkesbury Borough Council attending Full Council meeting on 8th July 2019.
18/169 Play Areas – Priority list complete, to review in 19/012.
18/173 Community Right to Bid – Application submitted.
18/174 Tree Survey – Quotations requested – ongoing.
18/175 Grass cutting - Quotations requested – ongoing.
- E&A 19/006 To receive correspondence relating to the Environment and Amenities Committee**
Car accident recently damaged the refurbished Crescent bus shelter. Will submit a claim for damages to accompany the court case via the Police.
If unsuccessful, will consider direct insurance claim.
- E&A 19/007 Public Participation**
There was no public participation.



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E&A 19/008 To review the work programme

Councillors reviewed the work programme.

It has been noted that the bus shelters are noticeably cleaner.

Street furniture inspections have been completed.

Action: To review the street furniture condition report to prioritise issues.

E&A 19/009 To receive Income and Expenditure Reports for May 2019

The Income and Expenditure Reports for May 2019 were received.

A Councillor requested the electricity tariff.

Councillors requested that grass cutting for the play areas be submitted as one payment a month and that the description read 'grass cutting – play areas'.

Cllr Aldridge arrived at 6.20pm.

E&A 19/010 To receive the Committee Budget Report

The Budget Report was received.

Action: Councillors requested that the current earmarked reserves be circulated.

E&A 19/011 To approve the payments list

It was RESOLVED to approve the payments list.

A total expenditure of £5136.61 was authorised on the payment list.

Proposed by Cllr J Raywood, seconded by Cllr Preedy.

E&A 19/012 To receive updates on Play Areas and agree actions

- Derrick Graham Memorial Park
 - Rocks – Cllrs considered a request to remove the rocks following an incident with a child falling and knocking a tooth out. There was no trip hazard involved in the accident. It was considered that they are part of the original landscaping, children enjoy playing on them and that they form a barrier around the tables, so at present they will not be removed.
 - It was RESOLVED to carry out £965 of remedial work, as per the quotation from Greenfields dated 14th June 2019 at the Derek Graham Play Area. Proposed by Cllr Szymiak, seconded by Cllr J Raywood.
 - There is some graffiti on the cableway that has been burnt into the wood.
Action: Remove graffiti.
- Warwick Place Play Area
 - Phase 1 is now complete.
 - Barnwood Trust Grant for £15,000 received.
- Mitton Play Area
 - A damaged swing has been removed. Replacement cost £198.
 - Hedges have been cut back.



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- It was RESOLVED to carry out £175.00 of remedial work, as per the quotation from Greenfields dated 14th July 2019, together with the replacement of the damaged swing at a cost of £198.00 at Mitton Play Area. Proposed by Cllr Sztymiak, seconded by Cllr Powell.

E&A 19/013 To receive any update on the Lincoln Green Lane noticeboard

Currently with Tewkesbury Borough Council regarding the terms of the three-way licence. No order can be placed until the licence has been agreed.

E&A 19/014 To receive an update on the youth budget for 2019/20 and agree any summer provision

Gloucestershire Play Rangers are able to provide four days, at a cost of £477 per day. These would be the first four Fridays of the Summer Holidays. Preferred location would be The Vineyards, permission required from Tewkesbury Borough Council to do so.

It was RESOLVED to fund four days with Gloucestershire Play Rangers at a cost of £477 per day, for the first four Fridays of the Summer Holidays. Proposed Cllr Powell, seconded Cllr Sztymiak.

The Assistant Town Clerk provided details on the Aston project and their request for projects that they could assist with. Suggestions included:

Tewkesbury in Bloom – weeding and planting.

Warwick Place garden

Young Friends of Tewkesbury Abbey, there are plans this summer to do an archaeological field study around the Abbey grounds and the Vineyards.

Action: Details to be sent to Cllr J Raywood.

E&A 19/015 To receive an update on public toilets in Tewkesbury

There is an issue with three doors at Gloucester Road toilet block. Need to sand down and repaint.

It was RESOLVED to sand down and repaint the back of the doors at the Gloucester Road toilet block at a cost of £75.00.

Proposed Cllr J Raywood, seconded by Cllr Powell.

A Councillor asked when the doors would be replaced. It was advised that this is currently on hold until a decision about the removal of business rates is made, as this will impact the type of replacement door chosen.

A response had been received regarding the old Gander Lane toilet block.

Action: Response to ask question on the break clauses on current lease and advise that changes would be subject to planning and grant applications. It was noted that the design would need to take in to account the flooding issues of the location.



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E&A 19/016 To approve retrospectively the additional expenditure incurred to replace both noticeboards at the Watson Hall

The initial plan was to replace one side and repair one side of the noticeboards at the Watson Hall. On removal of the board, the damage was too great to repair, so both sides required replacement. The cost was £550, rather than the originally approved £440.

It was RESOLVED to retrospectively approve the additional expenditure incurred to replace both noticeboards at the Watson Hall.

Proposed by Cllr Powell, seconded by Cllr Sztymiak.

E&A 19/017 To consider and agree a request for an additional bench opposite Morrisons

There was a bench opposite Morrisons (on A438 near Jubilee Way junction), which was damaged and removed following a car crash approximately 5 years ago and never replaced. The cost of a new bench is £575.00, plus any installation costs. It is the only bench between Oldfield and New Town. Can we find a sponsor for the seat? It may be possible to trim the surrounding bushes and for the seat to face the Nature Reserve.

Action: To try to find a sponsor for the seat. Ask Morrisons and Tewkesbury Borough Council.

It was RESOLVED to agree a request for an additional bench opposite Morrisons and a sponsor will be sought.

Proposed by Cllr Sztymiak, seconded by Cllr J Raywood.

E&A 19/018 To agree the transfer of £1717 from E&A earmarked reserves to the main account and to allocate £495 to Derek Graham R&M and £1222 to Bus Shelter R&M

£495 covers repairs to slide base.

£1222 covers repairs to Crescent Bus shelter as earmarked in last financial year.

It was RESOLVED to agree the transfer of £1717 from E&A earmarked reserves to the main account and to allocate £495 to Derek Graham R&M and £1222 to Bus Shelter R&M. Proposed by Cllr Powell, seconded by Cllr Sztymiak.

The meeting closed at 7.04pm

Signature of Chairman upon approval of the minutes 3rd September 2019



TEWKESBURY TOWN COUNCIL PLANNING COMMITTEE

Wednesday 12th June 2019

Present: Councillors J Raywood, S Raywood, H Davis (ad-hoc), P Aldridge (ad-hoc)

MINUTES

P.19.028 Welcome and introductions

The chairman welcomed all present, thanking especially the ad-hoc members who had responded to the call at short notice. No introductions were necessary.

P.19.029 To receive apologies for absence

Cllr G Preedy - unwell

P.19.030 To receive declarations of interest

None

P.19.031 To receive and consider requests for dispensations

None

P.19.032 Public participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person)*

None

P.19.033 To approve the minutes of the Planning Committee meeting held on 29th May 2019

Proposed by SR Seconded by HD
It was **resolved** to **approve** the minutes.

P.19.035 To note correspondence

JR has written to Annette Roberts, giving dates (one per month) of possible public open forum meetings. The subject of trees was added to the list of possible topics and Annette was also asked to consider whether or not she would like to use some occasions for the official launch of the SPD or for public engagement re. the Ashchurch Masterplan.



P.19.036 Erection of a two storey side and single storey rear extension.

Planning Application

11 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH

Ref. No: 19/00504/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRJWFXQDMDO0J	Thu 23 May 2019	Thu 13 Jun 2019
Observations: Item deferred until 26 th June 2019.		

Note:

The Planning Portal was not working. Earlier in the day JR had become aware that it was not working and contacted TBC by email to request copies of the necessary documentation. When the usual automated reply did not materialise JR, concerned that her request had not been received, visited the Borough Council Offices with SR, taking a memory stick, and repeated the request in person. The request was refused, on the grounds that it would take too long to do, but assurances were given that the Portal would be working by 7.00pm.

This committee has done all that it could do in order to meet its obligations tonight and regrets the necessity of deferring the eight applications due to have been considered. This is the third occasion since 27th February 2019 when the Portal has not been working during meetings of the Planning Committee. The Town Clerk will be asked to send a strongly-worded complaint to the Borough and, following the advice given to JR and SR on 18th April 2019, will request the presence of the Deputy Chief Executive and a technical administration officer at our next meeting on 26th June 2019, in order to discuss this issue further and agree a robust solution.

P.19.037 Demolition of existing garage, erection of a two storey side extension and single storey rear /side extension, front elevation to be partially rendered.

Planning Application

58 Carrant Road Mitton Tewkesbury Gloucestershire GL20 8AD

Ref. No: 19/00282/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRY738QDOLI00	Thu 23 May 2019	Thu 13 Jun 2019
Observations: Item deferred until 26 th June 2019.		



P.19.038 2 Cotoneaster Trees removed, Laburnum removed, Willow raise crown , Large Cypress removed

Planning Application

Black Bear Inn High Street Tewkesbury Gloucestershire GL20 5BJ

Ref. No: 19/00549/TCA

Letter reference	Date requested	Expiry date
DC/E07000083/PSBOVVQD08O01	Thu 30 May 2019	Thu 20 Jun 2019
Observations:		
Item deferred until 26 th June 2019.		

Note:

PA, as the parish tree warden, pointed out that cotoneaster is not a tree, but a shrub and therefore can be removed. The laburnum, having poisonous berries, should be removed and he is in favour of raising the willow crown. He is not in favour of the removal of the cypress, which he termed a 'species' tree, especially because it is described as a 'large' tree and trees with a trunk diameter greater than 7.5cm should not be cut down. JR thanked him for his input, which will be considered, along with the appropriate documentation, on 26th June.

P.19.039 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application

6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL

Ref. No: 19/00483/LBC

Letter reference	Date requested	Expiry date
DC/E07000083/PSKFR1QD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations:		
Item deferred until 26 th June 2019.		

P.19.040 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application

6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL

Ref. No: 19/00482/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRN9UGQD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations:		
Item deferred until 26 th June 2019.		



P.19.041 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
 Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
 Ref. No: 19/00581/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PSMNE6QD0IP09	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: Item deferred until 26 th June 2019.		

P.19.042 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
 Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
 Ref. No: 19/00502/LBC

Letter reference	Date requested	Expiry date
DC/E07000083/PSB8B9QD0IP00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: Item deferred until 26 th June 2019.		

P.19.043 Proposed independent dwelling with creation of vehicular and pedestrian access (revised application)

Planning Application
 2 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH
 Ref. No: 19/00454/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRLL3GQD0IU00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: Item deferred until 26 th June 2019.		

P.19.044 To note any additional information on the Planning Portal regarding applications to which this committee has already responded and agree further actions.

As far as this committee is aware, there was no additional information on the Planning Portal and no further action was required.



P.19.045 To note decisions made in May 2019, in respect of planning applications made to Tewkesbury Borough Council.

Noted

There being no further business, the meeting was closed at 7.14pm.

Chairman's signature

Date



TEWKESBURY TOWN COUNCIL PLANNING COMMITTEE

Wednesday 26th June 2019

MINUTES

Present: Councillors J Raywood, S Raywood, G Preedy, H Davies (Ad-Hoc)

Public Present: One member of the public was present and Mr. N Sallis (Tewkesbury Borough Council Development Services – Technical Support).

The meeting commenced at 19:00.

P.19.046 Welcome and introductions

The chairman welcomed all present and issued the usual housekeeping notices. Introductions were made.

P.19.047 To receive apologies for absence

None

P.19.048 To receive declarations of interest

None

P.19.049 To receive and consider requests for dispensations

None

P.19.050 Public participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person)*

None

P.19.051 To approve the minutes of the Planning Committee meeting held on 12th June 2019

Proposed by Cllr. H. Davis Seconded by Cllr. G. Preedy
It was **resolved** to **approve** the minutes.



P.19.052 To receive updates on matters arising from the minutes – for information only

Re. P.19.035, Annette Roberts has contacted JR by email, apologising for not having replied sooner, confirming the willingness of TBC to engage with our public forum meetings and asking if they should meet to discuss topics. They are now trying to arrange a date.

P.19.053 To note correspondence

A possible enforcement issue in Newtown had been brought to JR's attention by Cllr Brennan. It being unclear as to whether or not the work was permitted development, JR asked Borough Planning officer, Emily Pugh, for advice and she has now referred it to Enforcement officer, Will Cole.

P.19.054 To discuss issues arising from the unreliability of the Borough Council's Planning Portal and identify strategies that will enable this committee to fulfil its role in the event of future technical difficulties

JR outlined the following issues:

- Access to planning application documents is via the public access portal. Without access, this committee cannot fulfil its role as consultee.
- There is a 21 day-long window, during which consultee comments must be submitted. If this committee has indicated an intention to comment on an application but is prevented by technical difficulties that are beyond our control but within the control of the Planning Authority, then it can be argued that the Planning Authority cannot reasonably determine the outcome. (The Planning Authority also has a deadline to meet.)
- Technical problems have in the past been such a significant and frustrating feature of Planning Committee meetings that many councillors are deterred from joining the committee, which therefore can struggle to be quorate. Considerable efforts have been expended in order to make this committee more dynamic and attractive to potential members. PA problems serve to counter-act these efforts.
- We are currently downloading everything we can, pertaining to each application, onto a memory stick, just in case. Although each application in itself can be downloaded quickly, we process about 150 applications per year, which cumulatively amounts to a considerable amount of time spent on abortive work.
- If we download at the earliest opportunity we may miss out on later versions of drawings and other vital information. If we don't download until shortly before our meeting we run the risk of not having access at all.

Strategies for the future:

- We need to know what we can reasonably request from the Borough when the system goes down. Mr Sallis agreed that he has full access to documents and they don't take long to download. A fortnight ago, there was no one available to do this and the IT department had assured him that the Portal would be operational by 7.00pm.



- Would it help if we were to copy-in a tech-admin officer when we issue our agendas? Mr Sallis said yes. This will enable him to know what applications we will be considering and when, so that if the system fails he can ensure that we are provided with the information we need by another means.

Action: Assistant Town Clerk – to copy all future Planning Committee agendas to Development Applications, cc N Sallis.

- Communication seems to be the key. Mr Sallis identified a need for improved communication between the Borough’s IT department and other departments. He also identified that all parishes would benefit from being informed directly by the IT department when parts of the system are out of action and he will request that this happens.

Action: N Sallis - to request that the Borough IT department notify TTC directly when relevant sectors of their system is, or will be, out of action.

- Another Portal issue has occurred from time to time, when documents that we think should have been made available to us on the Portal have not been available. Also, when we have not been alerted to the presence of documents to which we are expected to respond. With regard to this, Mr Sallis said that it is currently discretionary as to whether Planning Officers invite consultees to comment on modified applications but that the system can be set to do this automatically as a default. This committee expressed a preference for this to happen, as it now includes a ‘catch-up’ item on all its agendas, for this very purpose (see item 20 of this agenda).

Action: N Sallis - to request that the default setting on the Planning Portal be changed, so that all the documents this committee needs to see are made available automatically.

JR thanked Mr Sallis for his attendance and contribution to the meeting.

P.19.055 Erection of a two storey side and single storey rear extension.

Planning Application

11 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH

Ref. No: 19/00504/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRJWFXQDMDO0J	Thu 23 May 2019	Thu 13 Jun 2019
Observations: No Objection.		



P.19.056 Demolition of existing garage, erection of a two storey side extension and single storey rear /side extension, front elevation to be partially rendered.

Planning Application
58 Carrant Road Mitton Tewkesbury Gloucestershire GL20 8AD
Ref. No: 19/00282/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRY738QD0LI00	Thu 23 May 2019	Thu 13 Jun 2019
Observations: No Objection.		

P.19.057 2 Cotoneaster Trees removed, Laburnum removed, Willow raise crown , Large Cypress removed

Planning Application
Black Bear Inn High Street Tewkesbury Gloucestershire GL20 5BJ
Ref. No: 19/00549/TCA

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSBOVVQD08O01	Thu 30 May 2019	Thu 20 Jun 2019
Observations: The Town Council has no objection to the proposed work to the Cotoneaster Trees and the Laburnum Tree. The Town Council has no objection to the raising of the crown of the Willow Tree. Following the advice of the Parish Tree Warden this Council would prefer the Cypress to be left alone but if it is to be removed another tree should be planted in its stead.		

P.19.058 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application
6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL
Ref. No: 19/00483/LBC

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSKFR1QD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations: No Objection subject to Conservation Officer's Comment.		



P.19.059 Erection of two storey and single storey side/rear extensions. Replacement of front gutter & downpipes and external painting.

Planning Application
6 St Marys Lane Tewkesbury Gloucestershire GL20 5SL
Ref. No: 19/00482/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRN9UGQD0IP00	Tue 04 Jun 2019	Tue 25 Jun 2019
Observations: No Objection subject to Conservation Officer's Comment.		

P.19.060 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
Ref. No: 19/00581/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSMNE6QD0IP09	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: The Town Council wishes to understand the potential noise impact of the extractor fan on residents in the adjacent building. Other than this potential issue this Council has no objection.		

P.19.061 Installation of roof mounted maintenance access platform and new extract ventilation & platform to side elevation.

Planning Application
Royal Hop Pole Hotel Church Street Tewkesbury Gloucestershire
Ref. No: 19/00502/LBC

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PSB8B9QD0IP00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: No Objection.		



P.19.062 Proposed independent dwelling with creation of vehicular and pedestrian access (revised application)

Planning Application
 2 Walton Close Newtown Tewkesbury Gloucestershire GL20 8DH
 Ref. No: 19/00454/FUL

(Item deferred on 12/06/19)

Letter reference	Date requested	Expiry date
DC/E07000083/PRLL3GQD0IU00	Wed 05 Jun 2019	Wed 26 Jun 2019
Observations: Objection: The Town Council considers that the proposed development represents over-development of this site. The Vehicular Access to the site is also a cause for concern due to potential detrimental impact on highway safety. The drawings provided do not sufficiently demonstrate adequate visibility for this access.		

P.19.063 Erection of a 1 bedroom bungalow

Planning Application
 13 East Street Tewkesbury Gloucestershire GL20 5NR
 Ref. No: 18/01249/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PSXOGLQD0LI00	Tue 11 Jun 2019	Tue 02 Jul 2019
Observations: No Objection subject to Conservation Officer's Comment.		

P.19.064 Erection of a two storey side and rear extensions with ground floor car port at side.

Planning Application
 20 Carrant Road Mitton Tewkesbury Gloucestershire GL20 8AD
 Ref. No: 19/00520/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PRWK4OQDMGZ00	Fri 14 Jun 2019	Fri 05 Jul 2019
Observations: No objection.		



P.19.065 To note any additional information on the Planning Portal regarding applications to which this committee has already responded and agree further actions

None.

P.19.066 To receive an update on the proposed development of approximately 500 houses to the east of Bredon Road

Councillor S Raywood provided a short update about the proposal which is will awaiting a decision. Further information has been provided by the applicant in relation to a counsel opinion on five-year housing land supply. Worcestershire County Council Local Education Authority is currently objecting to the development in relation to the provision of School Places and the removal of an objection by the Environment Agency.

P.19.067 To receive an update on 3, Saffron Road

An easement has been found, which forbids the building of any structure taller than 8 feet high on the second parcel of land that the old Borough sold to 3, Saffron Road, ie. in front of the Tudor Room window, without permission. The enforcement of it appeared to be complicated by the subsequent sale of part of the properties with which the easement lies, namely 61 and 62 Barton Street. However, the solicitor is now content that the intention of the easement is very clear and that the Town Council has the right to enforce it. Therefore, the solicitor has been instructed to send a pre-litigation letter to the owner of 3, Saffron Road.

There being no further business, the meeting closed at 20:30.

Chairman's signature

Date



TEWKESBURY TOWN COUNCIL PLANNING COMMITTEE

Wednesday 24th July 2019

MINUTES

Present: Cllr J. Raywood (Chairman), Cllr. S. Raywood and Cllr. G. Preedy.

Public present: One member of the public.

The meeting commenced at 19.00

P.19.068 Welcome and introductions

The chairman welcomed all present and issued the usual housekeeping notices. Introductions were made.

P.19.069 To receive apologies for absence

None

P.19.070 To receive declarations of interest

Item 16 – all Committee members have an interest here, being members of the Applicant body.

P.19.071 To receive and consider requests for dispensations

None

P.19.072 Public participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person)*

Item 12 (P.19.079) Reminder that the property is adjacent to one of the oldest parts of the High Street – the column that remains from the old railway station.

Item 14 (P.19.081) There is no car parking provision in the application. Why is this, when other, similar applications would have to include car parking provision?



P.19.073 To approve the minutes of the Planning Committee meeting held on 26th June 2019

Proposed by Cllr G. Preedy

Seconded by Cllr S. Raywood

It was **resolved** to **approve** the minutes.

P.19.074 To receive updates on matters arising from the minutes – for information only

Re. P.19.052 – JR has met with Annette Roberts and the following Public Forum meetings have been agreed:

- 4th September – 4.00pm until 6.50pm, the launch of the Regeneration SPD, together with possibly some information on proposals for Spring Gardens
- 2nd October – 6.00pm until 6.50pm, Gaynor Baldwin and Julian Bagg will talk about trees and planning
- 13th November – 6.00pm until 6.50pm, the A46, junction 9 and possibly an update on proposals for the garden town.

P.19.075 To note correspondence

Re. P.19.053 – Enforcement officer, Joe Gibbons has contacted JR to say that he is looking into the matter

Re. P.19.054 – JR has received an email from the Deputy Chief Executive of Tewkesbury Borough Council, offering to arrange for a member of the admin support team to supply this committee with more detailed information regarding the Portal. JR has accepted this offer but has suggested that this would be useful information for all parishes within the Borough and has asked him to consider arranging an informative event to which representatives from all parishes have access. It was agreed that Nick Sallis' input at our last meeting was excellent and very helpful.

P.19.076 To review the budget report of the Planning Committee from 1st April to 30th June 2019

The budget report was reviewed. The digital display equipment has not yet been purchased but it would be good to have this in place before the Public Forum meetings recommence in September. An enquiry has been made re. the amount of CIL that is likely to come to this parish as a result of applicable works having started so far this year, but an answer to the enquiry has not yet been received.

P.19.077 To approve retrospectively the responses, agreed by email, to the following applications, the meeting of 10th July being not quorate:

Conversion of 38A and 38B Barton Street into 1no. residential unit. Internal alterations including the removal of walls, altering stairs and the provision of new partitions at ground floor level. External alterations including the provision of render to the entrance walkway and stone flooring and alterations to windows and doors.

Ref. No: 19/00591/FUL and Ref. No: 19/00592/LBC

Observations:**No objection**



**Erection of a single storey front and rear and a two storey side and rear extension.
Replace tile hung wall areas with render.**

6 Arundel Road Mitton Tewkesbury Gloucestershire GL20 8AS
Ref. No: 19/00615/FUL
Observations: **No objection**

Re-positioning of external CCTV cameras.

Planning Application
Riverside Cafe The Gazebo Back Of Avon Tewkesbury Gloucestershire GL20 5AJ
Ref. No: 19/00634/LBC
Observations: **No objection**

Erection of a detached garden room.

Planning Application
1 Abbey Cottage Abbey Precinct Tewkesbury Gloucestershire GL20 5SR
Ref. No: 19/00646/LBC
Observations: **No objection, subject to the Conservation Officer’s opinion**

Proposed by Cllr S. Raywood Seconded by Cllr G. Preedy
It was **resolved** to **approve** the responses

P.19.078 To approve retrospectively the removal (agreed by email conversation) of this committee’s objection to applications 19/00187/ADV and 19/00183/LBC – proposed signage 31 Church Street, the proposal having now been amended so that it does not include an internally illuminated sign.

Proposed by Cllr G. Preedy Seconded by Cllr S. Raywood
It was **resolved** to **approve** the responses

**P.19.079 Replace existing timber shop front with new powder coated aluminium shop front.
Alterations to fenestration.**

Planning Application
Tewkesbury Cookshop 103 High Street Tewkesbury Gloucestershire GL20 5JZ
Ref. No: 19/00668/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PTYFMRQDN0T13	Mon 08 Jul 2019	Mon 29 Jul 2019

Observations:

Although the Town Council can find no material reason to object to this application it wonders if this would be a missed opportunity to enhance the streetscape by creating a frontage that is more in line with the historical character which can be seen further down the High Street.

Therefore we have no objection subject to the opinion of the Conservation Officer.



P.19.080 Replace existing internal ATM system.

Planning Application

Lloyds Bank 19 High Street Tewkesbury Gloucestershire GL20 5AL

Ref. No: 19/00675/LBC

Letter reference	Date requested	Expiry date
DC/E07000083/PUDE7BQD0IP00	Tue 09 Jul 2019	Tue 30 Jul 2019
Observations: No objection.		

P.19.081 Proposed new dwelling fronting Oldbury Road.

Planning Application

69 - 70 High Street Tewkesbury Gloucestershire GL20 5LE

Ref. No: 19/00641/FUL

Letter reference	Date requested	Expiry date
DC/E07000083/PTLL4RQDMY301	Wed 10 Jul 2019	Wed 31 Jul 2019
Observations: Objection. The Town Council is concerned about this application in several respects: Firstly, the overshadowing of the side window of number 27a does not seem to have been considered. Secondly, although the heritage statement suggests that the development will echo the character of nearby outbuildings there is no confirmation of the material to be used for window and door frames. Construction details would suggest UPVC or similar but these would not fit the character suggested. Thirdly, the Council wonders what provision is available for off-street bin storage. Fourthly, the Council shares the concerns of local residents with regard to parking. The Parking Availability Survey does not provide conclusive evidence that the demand for parking that would be potentially generated by this development in addition to the current parking that is made inaccessible by this development can be met elsewhere within the practical reserve capacity. Finally, the Council notes the lack of the requested Archaeological field investigation.		



P.19.082 Replacement of second floor window on side elevation.

Planning Application
6 Trinity Street Tewkesbury Gloucestershire GL20 5LH
Ref. No: 19/00576/LBC

Letter reference	Date requested	Expiry date
DC/E07000083/PUHDM3QD0IP00	Thu 11 Jul 2019	Thu 01 Aug 2019
Observations: No objection.		

P.19.083 Mountain Ash (Tree 1) Remove due to proximity to residential property and light issue. Replant with 1x Maple in garden. Cypress Trees (Trees 6 & 7) fell both due to diseased tops of trees. Replace with two trees elsewhere in Town Hall Garden. Reduction of height of Cherry (Tree 3)

Planning Application
Town Hall High Street Tewkesbury Gloucestershire GL20 5BB
Ref. No: 19/00695/TCA

Letter reference	Date requested	Expiry date
DC/E07000083/PUGZ6MQD08O00	Thu 11 Jul 2019	Thu 01 Aug 2019
Observations: Since the Town Council is the applicant in this instance, it must decline to comment.		

P.19.084 To note any additional information on the Planning Portal regarding applications to which this committee has already responded and agree further actions

None

P.19.085 To note decisions made in June 2019, in respect of planning applications made to Tewkesbury Borough Council.

Noted

P.19.086 To consider the Borough's response to a TTC planning application in respect of the proposed reinstatement of moorings at Priors Court and agree further actions.

Planning permission has been sought by the Town Council for the reinstatement of moorings adjacent to Priors Court. TBC has requested the following additional information, with which the Buildings and Moorings Committee has requested help from this committee.

- A landscape and Visual Impact Assessment should be included within the Design and Access Statement. It is the opinion of this committee that landscaping professionals with appropriate experience, qualifications and access to the



GVLIA3 guidelines be commissioned to carry out this work in order to ensure that the Borough's criteria are met with in this respect. There is no one on this committee with the requisite qualifications.

- A Flood Risk assessment is also required, since the application site is located within Flood Zone 3. Again, it is the opinion of this committee that flood management professionals with appropriate experience and qualifications be commissioned to carry out this work in order to ensure that the Borough's criteria are met with in this respect. There is no one on this committee with the requisite qualifications.

SR has written a draft specification for each of these pieces of work to be done, based on his professional experience of working within a multi-disciplinary consultancy. The specification will be submitted to the Town Clerk as soon as possible.

P.19.087 To consider the proposed Neighbourhood Plan for Churchdown and Innsworth and agree further actions

The document is as it was when we commented before. It has now been submitted to the Borough. No further actions required at this time.

P.19.088 To consider the GCC proposal to add three classrooms to Ashchurch School and agree further actions (please see link in agenda pack)

The Town Council is pleased to be consulted on this but we have no adverse comments to make.

P.19.089 To note that TBC is proposing to formulate a new parking strategy

Noted

P.19.090 To discuss the proposal that Tewkesbury Town Council renews the nomination of the car parks in Tewksbury and nominates Victoria Pleasure Gardens as assets of community value and agree further actions.

The Council should discuss with the Friends of Victoria Gardens as to their intentions regarding re-listing. Also, the minute books for the first half of 2014 should be checked to find out what information is available on the listing of the car parks within the town centre. The council needs to explore whether or not the re-listing of Spring Gardens might cause difficulties in the light of proposed regeneration and consider whether it is necessary at this time. This committee recommends that this matter is dealt with further by the Environment and Amenities Committee.

Proposed by Cllr J. Raywood

Seconded by Cllr G. Preedy.

It was **resolved** to make the recommendation above.

There being no further business, the meeting closed at 20:28.

Signature of Chairman

Date



MINUTES
of the
Finance Committee meeting held on 19th June 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs T Walker (Chair), K Brennan, C Danter, J Raywood, S Raywood

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

F.19.001 To receive apologies

Cllr Aldridge

F.19.002 To receive declarations of interest

Cllr Walker declared an interest in item 20 (minute ref: F.19.020)

F.19.003 To receive dispensations

The Town Clerk granted a dispensation to Cllr Walker in respect of the declaration relating to minute reference F.19.020 due to needing to remain quorate.

F.19.004 To approve the Minutes of the Finance Committee meeting held on 2nd May 2019

Proposed by Cllr Danter, seconded by Cllr J Raywood. It was RESOLVED to approve the Minutes of the Finance Committee meeting.

F.19.005 Matters arising from the Minutes – for information only in relation to matters not on the agenda

F.18.155 VOIP Telephone System – analogue phone now purchased

F.18.182 Aged creditors & debtors – typographical error now corrected

F.18.186 Year end & internal audit – 17/18 Part 3 information now removed from the website

Historic VAT reclaim – payment of £13,748 received from HMRC

F.19.006 To receive correspondence relating to the Finance Committee

Letter received from HOPP

F.19.007 Public Participation

- When will a complete 2018/19 Watson Hall account be available
Post meeting note: accounts for 2018/19 will be available for public inspection and details on how to inspect will be published on the website and posted in the noticeboard at the Town Hall
- Would the Council please specifically confirm recognition of the historic status of the Watson Hall and thus end any confusion in accounting practice
Post meeting note: the Town Council is in the process of confirming the historical acquisition of land and buildings that now forms the Watson Hall
- Annual return should not contain figures relating to the Watson Hall
- The Town Council should hold at least one Trustee meeting per year

- GDPR not adopted in Standing Orders
- Why is the Town Council still using petty cash
- Where are cleaning & maintenance costs recorded for the Watson Hall
- Issues with Watson Hall accounting
- Confusion regarding the status of the Watson Hall
- Publication of minutes on the website

F.19.008 To review bank reconciliations for April & May 2019

The bank reconciliations were reviewed.

F.19.009 To review aged debtors and creditors reports

The reports were reviewed and discussed.

Action: Town Clerk to check whether purchase order 8 is still required.

F.19.010 To review income & expenditure reports for April 2019

The income and expenditure reports were reviewed.

F.19.011 To review budget reports

The budget reports were reviewed.

Action: Town Clerk to check expenditure against Town Hall Garden income.

F.19.012 To receive and discuss the Internal Audit Report for 2018/19

The Internal Audit Report for 2018/19 was reviewed and the recommendations contained within the report were discussed.

- Standing Orders & Financial Regulations to be reviewed. Spending authorities and petty cash will be reviewed at this time
- Check to be made by an officer or member before online payments are confirmed
- Earmarked reserves to be reviewed in October/November
- Format of payments list amended and now produced in Excel to enable to total to be reported at each meeting
- Member to also sign bank reconciliations
- Type of interest to be recorded in minutes
- Consider attaching statements of income and expenditure to minutes. The whole agenda pack is now published online

F.19.013 To receive and discuss year end accounts for 2018/19

The year end accounts for 2018/19 were received.

F.19.014 To discuss reserves (general and earmarked) as at 31st March 2019

The reserves were reviewed.

F.19.015 To review the bank mandate for the main account and the Mayor's charity account

Cllr Workman to be removed from the bank mandate for the main account and Cllr Walker to be added.

Cllr Walker to be added to the Mayor's charity account.

F.19.016 To agree internal control checkers for 2019/20

Cllr J Raywood is happy to continue as an internal control checker for 2019/20.

Action: add to Full Council agenda in July.

F.19.017 To review payments made by direct debit
Payments made by direct debit were reviewed.

F.19.018 To review the asset register
The summarised version of the asset register was reviewed. It was noted that the description against Watson Hall may be duplicated. The detailed asset register is to be reviewed for accuracy as part of the internal control checks and figures to be checked back to the totals in Scribe.

F.19.019 To consider and agree grant applications from outside bodies
It was RESOLVED to approve the following grant payments:
Tewkesbury Town (North) Residents Association £400.00 – proposed by Cllr Danter, seconded by Cllr J Raywood.
Repair Cafe £200.00 – proposed by Cllr Walker, seconded by Cllr Brennan.

F.19.020 To agree the payments list
It was RESOLVED to agree the payments list.
A total expenditure of £49,026.25 was authorised on the payment list. Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

There being no further business the meeting closed at 7.26pm

Signature of Chairman upon approval of the minutes 25th July 2019

MINUTES
of the
Finance Committee meeting held on 25th July 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs T Walker (Chair), K Brennan, C Danter, J Raywood, S Raywood, P Aldridge

In attendance: D Hill (Town Clerk)

F.19.021 To receive apologies

None received.

F.19.022 To receive declarations of interest

Cllr Danter re: proposal from Tewkesbury Rotary Club (ref: F.19.038).

F.19.023 To receive dispensations

None received.

F.19.024 To approve the Minutes of the Finance Committee meeting held on 19th June 2019

Proposed by Cllr Aldridge, seconded by Cllr Brennan.

It was RESOLVED to approve the Minutes of the Finance Committee meeting.

F.19.025 Matters arising from the Minutes – for information only in relation to matters not on the agenda

F.19.009 – Purchase Order - Not required and deleted

F.19.011 – Budget Report - related to lawn mower, has been moved to Town Hall garden expenditure

F.19.026 To receive correspondence relating to the Finance Committee

No correspondence received.

F.19.027 Public Participation

There was no public participation.

F.19.028 To review bank reconciliations for June 2019

The bank reconciliations were reviewed.

Action: Town Clerk to check amount to be transferred to saving account.

F.19.029 To review aged debtors and creditors reports

The reports were reviewed and discussed.

Action: Authority to write off 65 if required – Approval given by Cllr Brennan and Cllr Aldridge.

Correct name of invoice 36.

Invoice 27 has been paid.

Invoices 11 & 41 duplicated.

- F.19.030 To review income & expenditure reports for June 2019**
The income and expenditure reports were reviewed.
Query raised re: Town Hall income for June.
- F.19.031 To review budget reports**
The budget reports were reviewed.
- F.19.032 To agree a date for the internal control checking**
Cllrs J Raywood & S Raywood to carry out internal control checking on 26th July 2019 due to the availability of other nominated members.
- F.19.033 To discuss and agree the purchase of additional bicorn and tricorn hats and any additional requirements for the Mayoral hat**
It was RESOLVED to purchase one Mayoral bicorn and two tricorn hats.
Proposed by Cllr J Raywood, seconded by Cllr Danter.
- F.19.034 To discuss and agree whether to purchase the Asset Inventory System from Rialtas Business Solutions**
It was RESOLVED to purchase the Asset Inventory System from Rialtas Business Solutions. Proposed by Cllr Brennan, seconded by Cllr S Raywood.
Action: Look into cemetery package – Buildings & Moorings
- F.19.035 To consider and agree grant applications from outside bodies**
The Committee considered a grant application from HOPP.
Action: Request more information on income so far from coffee mornings.
- F.19.036 To agree the payments list**
It was RESOLVED to approve the payments list to a value of £6,311.00.
Proposed by Cllr Danter, seconded by Cllr J Raywood.
- F.19.037 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 the 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 the agenda.
Proposed by Cllr S Raywood, seconded by Cllr J Raywood.
- F.19.038 To discuss a proposal from Tewkesbury Rotary Club regarding 20.21**
The proposal was discussed.
Action: Invite Andrew Turner to attend next Finance Committee meeting.

There being no further business the meeting closed at 7.10pm

Signature of Chairman upon approval of the minutes 15th August 2019



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Severn Ham Committee meeting held on 6th June 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs P Aldridge (Chair), J Raywood, Mr J Lucas, Ms C Corsie, Mr T Perry, Cllr C Cody, Mr A Purkiss

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

SH 19/001 To receive apologies for absence
Apologies were received from Cllr V Smith & Cllr C Danter.

SH 19/002 To record declarations of interest
Mr T Perry – Hay Making.

SH 19/003 To consider requests for dispensations
None received.

SH 19/004 To approve the Minutes of the meeting held on 4th April 2019
It was RESOLVED to approve the minutes of the meeting held on 4th April 2019.
Proposed by Cllr J Raywood, seconded by Mr Perry.

SH 19/005 Matters arising from the minutes – for information only
SH18/031 Wildlife records – **Action:** Set up Severn Ham Facebook page.
SH18/043 Change to cutting schedule – complete
SH18/043 Severn Trent pipeline replacement – copy permissions requested
SH18/045 Reinstatement email – complete
SH18/048 Sheep size request – complete
SH18/051 Tree survey – ongoing, combining with full Town tree survey

Mr Purkiss & Mr Lucas arrived at this point.

SH 19/006 To receive an update from Caroline Corsie, Environmental Advisor

Dock update – the derogation for dock spraying with Grazon Pro was received from Natural England. Unfortunately, the weather conditions have meant that spraying has not been possible within the appropriate time window. The derogation shows that there was intention to control the docks as part of the Weeds Act.

The Higher Level Stewardship expires in just over a year, therefore there is an increased possibility of an inspection from the Rural Payments Agency. Committee



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members discussed preparing for an inspection and the documents that would be required. **Action:** Assistant Town Clerk & Ms Corsie to meet to run through the documents that would be required during an inspection.

ST Water – The additional leaks mean that the docks have vastly increased. Severn Trent need to consider an Environmental Assessment report before further work is done. If a decision is made to spray again, Natural England may require this report. The positive news about the leaks is that they have left the northern side of the Ham wetter than normal and there is a breeding pair of curlew.

Ms Corsie is visiting Mythe Water Works in a few weeks to see the plant. There is a likelihood of herbicides in the Severn that are suppressing the plants on the Ham. This run off is likely to be coming from agricultural practices in Shropshire and Worcestershire.

It would be recommended that a report is created by the ecological consultants which demonstrates how the damage caused by the installation of the new pipeline is going to be repaired and monitored for confirmation of successful reinstatement over several years. Natural England may be required to confirm this report.

HLS Claim Form – Single Payment continues to suffer from delays at the RPA.

A question was asked as to whether crow scarers are disturbing the Curlew? At present there does not seem to be any impact.

SH 19/007

To receive an update from Mike Cluley on claims to Severn Trent Water and the Environment Agency

The compensation payment from Severn Trent arrived in May, for the remedial work carried out last year.

Ms Corsie reported that she had spoken to Mr Cluley regarding talking to Severn Trent to ensure that everyone has the same information regarding the ecological report.

The pipeline replacement work that Severn Trent need to carry out will compromise the HLS and it is imperative that this is understood by all parties. There needs to be recognition that Tewkesbury Town Council has carried out all of the actions they could to mitigate the impact and that the implications of not reinstating the land properly could cause a financial loss to the Council. An agreement is required to ensure that any deviation from the reinstatement plan, resulting in a loss of income to the Town Council will be covered by Severn Trent. This plan needs to be endorsed by Natural England. There need to be detailed plans from Severn Trent on how the Ham will be restored and monitored for at least three years after the work is



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completed. The Town Council wishes to see the contingency plans for if protected birds species nest in the way of the works.

Severn Trent also need to provide a plan as to how they plan to deal with the docks, as part of the consultation of how to solve the issue moving forward. The change in indicative plants, show that the circumstances have changed and the annual dock control has been compromised by the area being too wet – due to leaks from the pipeline.

Action: Assistant Town Clerk, Ms Corsie & Cllr Aldridge to write to Mr Cluley to detail the above to Severn Trent.

SH 19/008 To note receipts and payments for April 2019

The receipts and payments were noted.

SH 19/009 To receive the committee budget report

The budget report was noted.

The HLS ends in September 2020 and the exact options available at this time are not known and need to be clarified with Natural England.

Action: Assistant Town Clerk to liaise with Natural England and Mr Cluley regarding options from September 2020.

SH 19/010 To discuss the recent unauthorised vehicular access to the Severn Ham and to agree any further actions

Western Power recently accessed the Severn Ham without permission from Tewkesbury Town Council. When questioned, Town council advised that permission had been granted by the grazier.

Action: Assistant Town Clerk to write to Mr Pearman confirming that he has no authority to grant access to the Severn Ham or to release the gate codes to any parties.

Action: Sign to be placed on Healings Mill access gate, that all access to the Severn Ham must be authorised in advance by Tewkesbury Town Council.

The Cadets have also been using the Severn Ham, but have now been advised to wait until the end of July, when the curlew have fledged.

Action: Cllr Aldridge to confirm in writing to the cadets

SH 19/011 To discuss the grazing on the Severn Ham and the response from the National Sheep Association regarding increased sheep sizes and to agree any next steps

The Committee discussed the response from the National Sheep Association that sheep in 1809 would have been significantly smaller than today and that on an area



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of 60 hectares today, the recommended average number of sheep would be around 400.

Mr Purkiss advised that the Act specifies that up to 1000 sheep can be on the Severn Ham (not 800 as specified in the April minutes. Mr Purkiss also questioned the logic that if sheep were now 50% heavier, then half the number would be required). The key issue is the length of the sward. If it falls below 7cm it then continued grazing is an issue. Another issue is the usable sward, as a large part of the site is damaged and has either very thin grass, or reed grass that is not suitable for grazing.

Discussions were had as to whether cattle would be a better option, as this is the preferred option with Natural England. Mr Purkiss stated the will of the Commoners to be flexible and comply with requests from the Town Council. The Trustees have the right to reduce the numbers of animals on the Ham within the terms of the trust.

Action: Ms Corsie & Mr Purkiss to discuss the options for grazing, taking into consideration what should be done to retain the length of the sward and make a recommendation to Tewkesbury Town Council, for referral to the Commoners if required.

Questions were raised about the welfare of the animals and Councillors wish to see the flock health plan. **Action:** Assistant to Town Clerk to ask Mr Cluley for a copy of the flock health plan from the grazier.

SH 19/012

To discuss magnet fishing on the Severn Ham and agree any actions

It was RESOLVED that no magnet fishing should take place from the banks of the Severn Ham.

Proposed by Cllr Aldridge, seconded by Cllr Raywood.

SH 19/013

To resolve that drone flying be prohibited on the Severn Ham, unless prior permission has been obtained from Tewkesbury Town Council

It was RESOLVED that drone flying be prohibited on the Severn Ham, unless prior permission has been obtained from Tewkesbury Town Council.

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

SH 19/014

To obtain retrospective approval for maintenance works carried out on the Severn Ham by Ben Perry & Robert Jackson

Retrospective approval for the maintenance works carried out on the Severn Ham was given for the following payments was given:

B Perry - Donner Hay & flail topping - £1400

B Perry – Repairs due to Environment Agency works at Abbey Mill - £1930

B Perry – Repairs due to Severn Trent burst water main - £3470

R Jackson – Removal of hay bales - £550



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Proposed by Cllr Raywood, seconded by Cllr Aldridge.

SH 19/015 To resolve to add Ben Perry & Robert Jackson to the approved retained contractor list

It was RESOLVED to add Ben Perry & Robert Jackson to the approved retained contractor list. Proposed by Cllr Raywood, seconded by Cllr Aldridge.

It was suggested that Public Liability and Public Indemnity Insurance and site risk assessments should be provided by all contractors before work is carried out.

SH 19/016 To agree to Caroline Corsie being Environmental Adviser to Tewkesbury Town Council for the forthcoming year

It was RESOLVED to appoint Caroline Corsie as the Environmental Adviser to Tewkesbury Town Council for the forthcoming year.

Proposed by Cllr Aldridge, seconded by Cllr Raywood.

SH 19/017 To agree to Carver Knowles representing Tewkesbury Town Council for the forthcoming year

It was RESOLVED that Carver Knowles will represent Tewkesbury Town Council for the forthcoming year.

Proposed by Cllr Raywood, seconded by Cllr Aldridge.

Mr Purkiss asked for clarification on the matters he may vote on.

Action: Assistant Town Clerk to investigate and reply.

SH 19/018 To approve the payments list

No payments list

SH 19/019 Correspondence

None received.

The meeting closed at 10.33am.

Signature of Chairman upon approval of the minutes18th July 2019

The next Futureproofing meeting will take place on Thursday 27th June at 9am.

TEWKESBURY TOWN COUNCIL

MINUTES

of the

Severn Ham Committee meeting held on 18th July 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs P Aldridge (Chair), J Raywood, V Smith, C Danter, Mr J Lucas, Ms C Corsie, Mr T Perry

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

SH 19/020 To receive apologies for absence
Apologies were received from Cllr Cody & Mr Purkiss.

SH 19/021 To record declarations of interest
Mr T Perry – Hay Making.

SH 19/022 To consider requests for dispensations
None received.

SH 19/023 To approve the Minutes of the meeting held on 6th June 2019
It was RESOLVED to approve the minutes of the meeting held on 6th June 2019.
Proposed by Cllr J Raywood, seconded by Cllr Danter.

SH 19/024 Matters arising from the minutes – for information only
SH18/031 Wildlife records –Severn Ham Facebook page set up - complete
SH18/051 Tree survey – ongoing – work to take place in Autumn
SH19/006 Inspection preparation – complete
SH19/007 Compensation payment – email sent and payment received - complete
SH19/009 HLS options – Caroline Corsie & Mike Cluley to discuss
SH19/010 Vehicular access – Letter sent to Mr Pearman – complete
SH19/010 Notice at Healings Mill – complete
SH19/010 Cadet Access – complete
SH19/011 Grazing options – ongoing
SH19/011 Flock Health Plan – requested
SH19/017 Voting clarification – provided to members - complete

SH 19/025 Public Participation
There was no public participation.

SH 19/026 To receive an update from Caroline Corsie, Environmental Advisor
Meeting was held with CXCS and they went through the legal requirements attached to the HLS and the basic payment scheme. The folder is being sent to the office this week. If an inspection is called, a representative from CXCS will attend.

The nesting bird signs can now be taken down.

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Action: 'Thank you for your participation' signs, re: dogs on leads, to be made and erected.

Lots of monitoring has taken place regarding the curlew over the summer and it is good for HLS evidence, as it is a measure of success. Mike Smart will prepare a short report. The success of the breeding season will not be known for a couple of years, but initial view is that two curlews may have fledged successfully.

It was a particularly bad season for ground nesting birds because of the floods and how tight the timing has been with the hay cutting dates.

The Committee discussed the usage of the seed currently in storage with Emorsgate and using hay on the restoration plots. It was suggested that the committee visit a floodplain meadow where restoration has already taken place. Pershore was considered an interesting similar site as a gas pipeline runs through their site. Partnerships, futureproofing and opportunity mapping were also discussed.

Action: Cllr Smith requested a copy of the ELMS report previously circulated.

Action: Agenda item for next meeting – to discuss options for changing the grazing arrangements for the forthcoming year.

SH 19/027

To receive an update from Mike Cluley on claims to Severn Trent Water (STW) and the Environment Agency

- No update regarding cattle rather than sheep grazing this year.
- Proposals for pipe replacement have been requested from Severn Trent Water, but nothing received.
- There is a large leak to the north of the Ham which is now really evident since hay cutting. It affects 4 plots and the buyers have made instructions to pursue a claim against STW for compensation from crop losses as they have been unable to mow / bale.
- An update was provided regarding the claim for compensation with the Environment Agency.

Action: It has been requested that the patches are marked again. Not in every corner, but on the two main lines, north to south – perhaps half a dozen big posts every third patch or so. Consider plastic spikes on the top so that they do not become perches for predators. Could this be done with GPS instead? Ask Mr Cluley.

SH 19/028

To note receipts and payments for May 2019

The receipts and payments were noted.

SH 19/029

To receive the committee budget report

The budget report was noted.

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SH 19/030 To discuss and decide rules / guidelines for the maintenance of the fishing pegs around the Ham by TPAA / maintenance workers hired by TPAA, especially in respect of the trees

Permission is given for TPAA to strim around the fishing pegs and to recut the steps into the bank and put the platforms in, as at present. Tree branches should only be trimmed if they are a danger, otherwise the Town Council should be advised of the issue so that action can be taken.

Concerns were raised about the water level in the Mill Avon, it has been particularly low since the work has been carried out between the two footbridges.

Action: Town Council to ask the Environment Agency to increase the flow in the Mill Avon. Copy of letter to be sent to Cllr Smith.

SH 19/031 To approve the installation of a new plinth for a memorial bench on the Severn Ham

It was RESOLVED to approve the installation of a new plinth for a memorial bench on the Severn Ham at a cost of £250. Proposed by Cllr Aldridge, seconded by Cllr Smith.

SH 19/032 To approve the replacement of the noticeboard at the Healings Mill end of the Severn Ham, up to a cost of £1500.

It was RESOLVED to replace the noticeboard at the Healings Mill end of the Severn Ham, up to a cost of £1500.

Proposed by Cllr J Raywood, seconded by Cllr Smith.

SH 19/033 To approve the purchase of species rich hay for the enhancing project, up to a value of £500.

It was RESOLVED to approve the purchase of species rich hay for the enhancing project, up to a value of £550, subject to Caroline Corsie's approval of the hay.

Proposed by Cllr J Raywood, seconded by Cllr Danter.

Cllr Smith left the meeting at this point.

SH 19/034 To discuss and agree next steps following the future proofing meeting held on 27th June 2019

Recommendations from futureproofing meeting:

- Soil analysis to be requested from Severn Trent Water.
- Pesticides in water. Write to DEFRA, Environment Agency, Severn Trent and Local MP to increase pressure to protect the waterways.
- How to map the footfall on the Severn Ham? Contact companies that provide this data.
- Mapping of Nature Recovery Plan.
- Continue regular futureproofing meetings – next date: 3rd October 2019.
- Display in Corn Exchange on 15th & 16th September re: Severn Ham during Heritage Open Days.

Ms Corsie left the meeting at this point.

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SH 19/035 To approve the payments list

It was RESOLVED to approve the payments list to a value of £10,066.76.
Proposed by Cllr Raywood, seconded by Cllr Danter.

SH 19/036 Correspondence

A call has been received regarding the banging / squeaking of the Back of Avon gates. The gate has been oiled and consideration will be given to the banging when repairs are carried out.

Action: Caretaker to fill the frame with expanding foam to dampen the noise.

The meeting closed at 10.32am.

Signature of Chairman upon approval of the minutes19th September 2019

DRAFT

Tewkesbury Town Council Expenditure Report - June & July 2019										
Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT	Net	Total
217	FM Contractor	03/06/2019	Contract	Lloyds Bank -	Electronic	Contractor Costs	GAB Services	E	2,208.75	2,208.75
219	R&M	10/06/2019	B&M	Lloyds Bank -	Electronic	Intruder Alarm System	Allcooper Security Solutions	S	310.00	372.00
220	Moorings R&M	10/06/2019	Retained	Lloyds Bank -	DD	Pest Control	Ames Group Ltd	S	23.33	28.00
221	R&M	10/06/2019	B&M	Lloyds Bank -	Electronic	Maintenance Work	Armitage Building & Capentry	Z	400.00	400.00
222	R&M	10/06/2019	Emergency	Lloyds Bank -	Electronic	Maintenance Work	Armitage Building & Capentry	Z	250.00	250.00
223	R&M	10/06/2019	Emergency	Lloyds Bank -	Electronic	Maintenance Work	Armitage Building & Capentry	Z	280.00	280.00
224	Tudor Bar	10/06/2019		Lloyds Bank -	Bacs	Ice King Ice Maker	BGrade Domestic Ltd	Z	159.00	159.00
226	Tudor Bar	10/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	127.36	152.83
227	Tudor Bar	10/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	171.98	206.38
228	Tudor Bar	10/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	355.64	426.77
229	Utilities	10/06/2019	May 2019	Lloyds Bank -	DD	Gas - Watson Hall	CNG	U	82.60	86.73
230	Town Hall Utilities	10/06/2019	May 2019	Lloyds Bank -	DD	Gas - Town Hall	CNG	U	82.90	87.05
231	Spring Gardens R&M	10/06/2019		Lloyds Bank -	Electronic	Contractor Costs	GAB Services	Z	170.00	170.00
232	R&M	10/06/2019	B&M	Lloyds Bank -	Electronic	Electrical work	GES	S	1,000.00	1,200.00
234	Spring Gardens R&M	10/06/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	2.49	2.99
235	Moorings R&M	10/06/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	1.25	1.50
236	R&M	10/06/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	136.72	164.07
237	Town Hall R&M	10/06/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	42.55	51.06
238	Town Hall Garden	10/06/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	39.98	47.98
240	Tudor Bar	10/06/2019		Lloyds Bank -	Electronic	Bar Supplies	Inferno Brewery Ltd	Z	87.50	87.50
241	Telephone, IT	10/06/2019	Retained	Lloyds Bank -	DD	Office 365 Licence	IntY Limited	S	48.88	58.66
242	R&M	10/06/2019	N/A	Lloyds Bank -	Electronic	Plumbing	KB Heating & Building Services	Z	65.00	65.00
243	Stationery &	10/06/2019	Retained	Lloyds Bank -	Electronic	Stationery	Proactive Business Supplies	S	77.97	93.57
244	War Memorial R&M	10/06/2019		Lloyds Bank -	Electronic	Picture frame glass	The Photo Studio (Tewkesbury)	S	7.25	8.70
245	Water Rates	10/06/2019	Retained	Lloyds Bank -	DD	Water Bill	Waterplus	Z	41.14	41.14
246	R&M	11/06/2019		Lloyds Bank -	Electronic	Service	TKR Refrigeration Ltd	S	135.30	162.36
247	Town Hall R&M	11/06/2019		Lloyds Bank -	Electronic	Supplies	Hy-clean Supplies Ltd	S	23.97	28.77
248	Tudor Bar	11/06/2019	501174	Lloyds Bank -		Purchase of Items	Co-operative	S	2.86	3.26
249	Tudor Bar	11/06/2019	501174	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	54.00	54.00
250	Tudor Bar	11/06/2019	501174	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	48.00	48.00
251	Tudor Bar	11/06/2019	501174	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	99.00	99.00
252	Tudor Bar	11/06/2019	501174	Lloyds Bank -		Purchase of Items	Tewkesbury Town Council	E	1.35	1.35
253	Telephone, IT	11/06/2019		Lloyds Bank -	DD	Unlimited Business	Plusnet plc	S	17.00	20.40
254	Town Hall Business	11/06/2019	May 2019	Lloyds Bank -	DD	Business Rates - Town Hall	Tewkesbury Borough Council	Z	412.00	412.00
255	Bank Charges	11/06/2019	138	Lloyds Bank -	Card	Card fees	Square Card	E	0.42	0.42
256	Bank Charges	11/06/2019	139	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.62
257	Salaries	11/06/2019	April 2019	Lloyds Bank -	DD	Pension Payment	NEST	E	53.39	53.39
260	Telephone, IT	12/06/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	42.50	51.00
262	Tudor Bar	12/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	137.22	164.66
263	Tudor Bar	12/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	484.61	581.53

264	Tudor Bar	12/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	165.98	33.20	199.18
265	Tudor Bar	12/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	245.25	49.05	294.30
266	Tudor Bar	12/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	37.13	7.42	44.55
267	Income	12/06/2019		Lloyds Bank -	2381	Refund	Milton Manor Pre-School	E	79.20	0.00	79.20
268	Notice Boards	13/06/2019		Lloyds Bank -	Electronic	Noticeboard	Trevor Steger	Z	550.00	0.00	550.00
269	Carver Knowles	13/06/2019		Lloyds Bank -	Electronic	Advertising & undertaking	Carver Knowles	S	400.00	80.00	480.00
270	Derek Graham R&M	13/06/2019		Lloyds Bank -	Electronic	Strimmer guard	Tudor Environmental	S	2.70	0.54	3.24
271	Telephone, IT	13/06/2019		Lloyds Bank -	DD	IT Support	Charlton Networks Ltd	S	75.00	15.00	90.00
272	Spring Gardens R&M	13/06/2019		Lloyds Bank -	Electronic	Needles & Sharps training	High Speed Training Limited	S	25.00	5.00	30.00
273	Telephone, IT	14/06/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	58.08	11.62	69.70
274	Grants - Community	14/06/2019	Finance	Lloyds Bank -	2384	Community Grants	Tewkesbury Repair Cafe	E	200.00	0.00	200.00
276	Grants - Community	14/06/2019	FC	Lloyds Bank -	2387	Community Grants	Tewkesbury RFC	E	500.00	0.00	500.00
277	Grants - Community	14/06/2019	Finance	Lloyds Bank -	2385	Community Grants	Tewkesbury Town (North)	E	400.00	0.00	400.00
278	Town Hall Garden	18/06/2019		Lloyds Bank -	Electronic	Nameplate Plaque	Brunel Engraving Company	S	70.45	14.09	84.54
279	R&M	18/06/2019		Lloyds Bank -	Electronic	Replace broken lock	Locksmiths Gloucester	Z	110.00	0.00	110.00
280	Audit	18/06/2019	Emergency	Lloyds Bank -	Electronic	Independant auditor	GAPTC	Z	391.70	0.00	391.70
281	Stationery &	18/06/2019		Lloyds Bank -	Electronic	Binding of Council Minutes	Shaw & Sons Limited	S	130.00	26.00	156.00
282	Tudor Bar	18/06/2019		Lloyds Bank -	Electronic	Menu board & glass	Hy-clean Supplies Ltd	S	25.61	5.12	30.73
283	Spring Gardens	18/06/2019		Lloyds Bank -	DD	Water Bill	Waterplus	Z	349.29	0.00	349.29
284	Events	18/06/2019	Retained	Lloyds Bank -	Electronic	Banner & Poster	Packwood Printers Ltd	S	93.00	18.60	111.60
285	Telephone, IT	18/06/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	205.67	41.13	246.80
286	Telephone, IT	18/06/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	128.41	25.68	154.09
287	Bank Charges	18/06/2019	145	Lloyds Bank -	Card	Card fees	Square Card	E	1.20	0.00	1.20
288	Bank Charges	18/06/2019	146	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
289	Bank Charges	18/06/2019	147	Lloyds Bank -	Card	Card fees	Square Card	E	0.45	0.00	0.45
290	Bank Charges	18/06/2019	148	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
291	Bank Charges	18/06/2019	149	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
292	Bank Charges	18/06/2019	150	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.00	0.62
293	Bank Charges	18/06/2019	151	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
294	Bank Charges	18/06/2019	152	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
295	Bank Charges	18/06/2019	153	Lloyds Bank -	Card	Card fees	Square Card	E	0.60	0.00	0.60
296	Bank Charges	18/06/2019	154	Lloyds Bank -	Card	Card fees	Square Card	E	2.27	0.00	2.27
297	Bank Charges	18/06/2019	155	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
298	Bank Charges	18/06/2019	156	Lloyds Bank -	Card	Card fees	Square Card	E	0.60	0.00	0.60
299	Bank Charges	18/06/2019	157	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
300	Bank Charges	18/06/2019	158	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
301	Bank Charges	18/06/2019	159	Lloyds Bank -	Card	Card fees	Square Card	E	0.45	0.00	0.45
302	Bank Charges	18/06/2019	160	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
303	Bank Charges	18/06/2019	161	Lloyds Bank -	Card	Card fees	Square Card	E	1.35	0.00	1.35
304	Bank Charges	18/06/2019	162	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
305	Bank Charges	18/06/2019	163	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
306	Bank Charges	18/06/2019	164	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
307	Bank Charges	18/06/2019	165	Lloyds Bank -	Card	Card fees	Square Card	E	0.60	0.00	0.60
308	Bank Charges	18/06/2019	166	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90

309	Bank Charges	18/06/2019	167	Lloyds Bank -	Card	Card fees	Square Card	E	0.21	0.00	0.21
310	Bank Charges	18/06/2019	168	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.00	0.62
311	Town Crier Stipend	18/06/2019	FC	Lloyds Bank -	Electronic	Stipend	Mike Kean-Price	Z	1,000.00	0.00	1,000.00
312	Grants - Community	18/06/2019	Finance	Lloyds Bank -	2382	Community Grants	Tewkesbury Mens Group	E	240.00	0.00	240.00
313	Mayor's Allowance	18/06/2019	FC	Lloyds Bank -	2383	Mayor's Allowance	Tewkesbury Town Council	E	1,500.00	0.00	1,500.00
314	Bank Charges	18/06/2019	169	Lloyds Bank -	Card	Card fees	Square Card	E	0.32	0.00	0.32
315	Bank Charges	18/06/2019	170	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.00	0.62
316	Bank Charges	18/06/2019	171	Lloyds Bank -	Card	Card fees	Square Card	E	0.42	0.00	0.42
317	Bank Charges	18/06/2019	172	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
318	Bank Charges	18/06/2019	173	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
319	Bank Charges	19/06/2019	174	Lloyds Bank -	Card	Card fees	Square Card	E	0.42	0.00	0.42
320	Bank Charges	19/06/2019	175	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
321	Bank Charges	19/06/2019	176	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
322	Bank Charges	19/06/2019	177	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.00	0.62
323	Bank Charges	19/06/2019	178	Lloyds Bank -	Card	Card fees	Square Card	E	0.47	0.00	0.47
324	Bank Charges	19/06/2019	179	Lloyds Bank -	Card	Card fees	Square Card	E	0.62	0.00	0.62
325	Bank Charges	19/06/2019	180	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
326	Bank Charges	19/06/2019	181	Lloyds Bank -	Card	Card fees	Square Card	E	0.30	0.00	0.30
327	Bank Charges	19/06/2019	182	Lloyds Bank -	Card	Card fees	Square Card	E	0.30	0.00	0.30
328	Bank Charges	19/06/2019	183	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
329	Bank Charges	19/06/2019	185	Lloyds Bank -	Card	Card fees	Square Card	E	0.42	0.00	0.42
330	Bank Charges	19/06/2019	186	Lloyds Bank -	Card	Card fees	Square Card	E	1.50	0.00	1.50
331	Bank Charges	19/06/2019	187	Lloyds Bank -	Card	Card fees	Square Card	E	1.26	0.00	1.26
332	Water Rates	19/06/2019		Lloyds Bank -	DD	Water Bill	Waterplus	Z	15.84	0.00	15.84
333	Bank Charges	19/06/2019		Lloyds Bank -		Balance correction	Tewkesbury Town Council	E	0.52	0.00	0.52
334	Hygiene Contract	20/06/2019	Retained	Lloyds Bank -	DD	Service Visit	Initial	S	26.51	5.30	31.81
335	Tudor Bar	20/06/2019	Retained	Lloyds Bank -	DD	Bar Supplies	Cellar Supplies Cheltenham Ltd	S	147.40	29.48	176.88
336	Salaries	20/06/2019	Salaries	Lloyds Bank -	Electronic	Salaries	Tewkesbury Town Council	Z	6,574.45	0.00	6,574.45
337	Staff & Councillor	25/06/2019		Lloyds Bank -	Electronic	NALC Local Council Expo	Tewkesbury Town Council	Z	10.80	0.00	10.80
338	Staff & Councillor	25/06/2019		Lloyds Bank -	Electronic	NALC Local Council Expo	Tewkesbury Town Council	Z	10.80	0.00	10.80
339	Events	12/06/2019		Lloyds Bank -	Electronic	Event	Fuelled by Cider	E	275.00	0.00	275.00
340	R&M	25/06/2019		Lloyds Bank -		Bracket erection	Tewkesbury Battlefield Society	Z	45.00	0.00	45.00
341	Town Hall R&M	25/06/2019		Lloyds Bank -		Bracket erection	Tewkesbury Battlefield Society	Z	30.00	0.00	30.00
342	Tudor Bar	25/06/2019	501177	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	48.00	0.00	48.00
343	Town Hall R&M	26/06/2019		Lloyds Bank -	Electronic	Storage unit & Padlock	Screwfix - Tewkesbury	S	106.65	21.33	127.98
344	R&M	26/06/2019		Lloyds Bank -	Electronic	Padlock	Screwfix - Tewkesbury	S	14.99	3.00	17.99
345	Spring Gardens R&M	26/06/2019		Lloyds Bank -	Electronic	Maintenance Work	KB Heating & Building Services	Z	100.00	0.00	100.00
346	Moorings R&M	26/06/2019	Retained	Lloyds Bank -	DD	Pest Control	Ames Group Ltd	S	23.33	4.67	28.00
347	Moorings R&M	26/06/2019	Retained	Lloyds Bank -	DD	Pest Control	Ames Group Ltd	S	23.33	4.67	28.00
348	Town Hall R&M	26/06/2019	Emergency	Lloyds Bank -	Electronic	Fix damaged window	Upton Glass & Glazing Ltd	S	320.00	64.00	384.00
349	Moorings Business	26/06/2019	June 2019	Lloyds Bank -	DD	Business Rates - Moorings	Tewkesbury Borough Council	Z	56.00	0.00	56.00
350	Moorings Business	26/06/2019	June 2019	Lloyds Bank -	DD	Business Rates - Moorings	Tewkesbury Borough Council	Z	69.00	0.00	69.00
351	Gloucester Road	26/06/2019	June 2019	Lloyds Bank -	DD	Business Rates - Gios Rd	Tewkesbury Borough Council	Z	228.00	0.00	228.00
352	Spring Gardens Rates	26/06/2019	June 2019	Lloyds Bank -	DD	Business Rates - Spring	Tewkesbury Borough Council	Z	300.00	0.00	300.00

353	Bank Charges	26/06/2019	117	Lloyds Bank -	Card	Card fees	Square Card	E	1.09	0.00	1.09
354	Bank Charges	26/06/2019	118	Lloyds Bank -	Card	Card fees	Square Card	E	2.19	0.00	2.19
355	Bank Charges	26/06/2019	205	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
356	Bank Charges	26/06/2019	206	Lloyds Bank -	Card	Card fees	Square Card	E	0.60	0.00	0.60
357	Bank Charges	26/06/2019	207	Lloyds Bank -	Card	Card fees	Square Card	E	0.30	0.00	0.30
358	Bank Charges	26/06/2019	208	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
359	Bank Charges	26/06/2019	209	Lloyds Bank -	Card	Card fees	Square Card	E	1.80	0.00	1.80
360	Bank Charges	26/06/2019	210	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
361	Bank Charges	26/06/2019	211	Lloyds Bank -	Card	Card fees	Square Card	E	1.73	0.00	1.73
362	R&M	28/06/2019		Lloyds Bank -	Electronic	Investigate fire panel	Allcooper Security Solutions	S	53.00	10.60	63.60
363	R&M	28/06/2019		Lloyds Bank -	Electronic	Investigate alarm issues	Allcooper Security Solutions	S	102.00	20.40	122.40
364	R&M	28/06/2019		Lloyds Bank -	Electronic	Takeover existing intruder	Allcooper Security Solutions	S	78.90	15.78	94.68
366	Petty Cash	26/06/2019	Retained	Lloyds Bank -	2386	Petty Cash	Tewkesbury Town Council	Z	100.00	0.00	100.00
367	Telephone, IT	02/07/2019	Retained	Lloyds Bank -	DD	Office 365 Licence	IntY Limited	S	43.75	8.75	52.50
368	R&M	26/06/2019		Lloyds Bank -		Square domed inserts	Vital Parts Ltd	S	38.55	7.71	46.26
369	Stationery &	02/07/2019	Retained	Lloyds Bank -	Electronic	Stationery	Proactive Business Supplies	S	38.35	7.69	46.04
370	Civic	02/07/2019		Lloyds Bank -	Electronic	Ironing services	Buttercup Ironing And Laundry	Z	55.25	0.00	55.25
371	FM Contractor	02/07/2019	Contract	Lloyds Bank -	Electronic	Contractor Costs	GAB Services	Z	2,208.75	0.00	2,208.75
372	Salaries	02/07/2019	Contract	Lloyds Bank -	Electronic	Contractor Costs	GAB Services	Z	256.50	0.00	256.50
373	Moorings R&M	03/07/2019	Retained	Lloyds Bank -	DD	Pest Control	Ames Group Ltd	S	23.33	4.67	28.00
374	Sewern Ham	03/07/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	4.99	1.00	5.99
375	Warwick Place R&M	03/07/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	21.40	4.28	25.68
376	R&M	03/07/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	4.98	0.99	5.97
377	Town Hall R&M	03/07/2019	Retained	Lloyds Bank -	Electronic	Supplies	Haywards Tewkesbury Ltd	S	68.81	13.76	82.57
378	Bank Charges	03/07/2019		Lloyds Bank -	DD	Bank Charges	Lloyds Bank	Z	5.00	0.00	5.00
379	Bank Charges	03/07/2019	224	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
380	Bank Charges	03/07/2019	225	Lloyds Bank -	Card	Card fees	Square Card	E	1.22	0.00	1.22
381	Bank Charges	03/07/2019	226	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
382	Bank Charges	03/07/2019	228	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
383	Bank Charges	03/07/2019	229	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
384	Bank Charges	03/07/2019	230	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
385	Bank Charges	03/07/2019	231	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
386	Bank Charges	03/07/2019	232	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
387	Bank Charges	03/07/2019	233	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
388	Bank Charges	03/07/2019	234	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
389	Bank Charges	03/07/2019	235	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
390	Bank Charges	03/07/2019	236	Lloyds Bank -	Card	Card fees	Square Card	E	3.60	0.00	3.60
391	Bank Charges	03/07/2019	237	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
392	Town Hall Business	03/07/2019	June 2019	Lloyds Bank -	DD	Business Rates - Town Hall	Tewkesbury Borough Council	Z	412.00	0.00	412.00
393	Spring Gardens R&M	04/07/2019		Lloyds Bank -	Electronic	Safety gloves	Gloves n stuff Ltd	S	43.80	8.76	52.56
394	Salaries	04/07/2019	June 2019	Lloyds Bank -	DD	Pension Payment	NEST	E	53.39	0.00	53.39
395	Salaries	04/07/2019	June 19 NI	Lloyds Bank -	Electronic	PAYE	HMRC	Z	1,076.68	0.00	1,076.68
396	Salaries	04/07/2019	June 19	Lloyds Bank -	Electronic	LGPS Pension	Gloucestershire County Council	Z	2,269.95	0.00	2,269.95
397	Payroll Processing	04/07/2019	Retained	Lloyds Bank -	Electronic	Payroll Services	Payrolls UK Ltd	S	37.00	7.40	44.40

398	Staff & Councillor	04/07/2019	Lloyds Bank -	Electronic	Training	GAPTC	Z	255.00	0.00	255.00
399	Grass Cutting	04/07/2019	Lloyds Bank -	Electronic	Grass Cutting - Play Areas	Countrywide Grounds	S	236.75	47.35	284.10
400	R&M	04/07/2019	Lloyds Bank -	Electronic	Defaulted engineer code	Security 1	S	50.00	10.00	60.00
401	Cleaning &	05/07/2019	Lloyds Bank -	Electronic	Various DIY items	Trade UK	S	146.56	29.31	175.87
402	Spring Gardens R&M	05/07/2019	Lloyds Bank -	Electronic	Maintenance Work	KB Heating & Building Services	Z	60.00	0.00	60.00
403	R&M	05/07/2019	Lloyds Bank -	Electronic	Fixtures & fittings	Timber & Hardware Supplies	S	7.27	1.45	8.72
405	Bank Charges	05/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
406	Bank Charges	05/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
407	Bank Charges	05/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
408	Grass Cutting	05/07/2019	Lloyds Bank -	Electronic	Grass Cutting - Play Areas	Countrywide Grounds	S	236.75	47.35	284.10
411	Events	20/06/2019	Lloyds Bank -		Poster advert	Tewkesbury Direct	S	95.00	19.00	114.00
412	Telephone, IT	09/07/2019	Lloyds Bank -	Electronic	Domain Hosting	HCI Data Limited	S	72.00	14.40	86.40
413	Insurance	09/07/2019	Lloyds Bank -		Insurance Payment	WPS Insurance Brokers & Risk	Z	6,199.17	0.00	6,199.17
414	R&M	09/07/2019	Lloyds Bank -		Key safe & equipment	Proactive Business Supplies	S	215.94	43.19	259.13
415	Moorings R&M	10/07/2019	Lloyds Bank -	Electronic	Town Hall window	Blue Moon Window Cleaning	Z	65.00	0.00	65.00
416	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
417	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
418	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.45	0.00	0.45
419	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
420	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
421	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
422	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
423	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
424	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
425	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
426	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	2.27	0.00	2.27
427	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
428	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
429	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.95	0.00	0.95
430	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
431	Bank Charges	10/07/2019	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
432	Telephone, IT	10/07/2019	Lloyds Bank -	DD	IT Support	Charlton Networks Ltd	S	75.00	15.00	90.00
433	Utilities	10/07/2019	Lloyds Bank -	DD	Gas - Watson Hall	CNG	U	54.38	2.72	57.10
434	Town Hall Utilities	10/07/2019	Lloyds Bank -	DD	Gas - Town Hall	CNG	U	76.35	3.82	80.17
435	Legal	10/07/2019	Lloyds Bank -	Electronic	Legal Fees	Thomson Bancks Solicitors	S	1,000.00	200.00	1,200.00
436	Spring Gardens R&M	12/07/2019	Lloyds Bank -	Electronic	Maintenance Work	KB Heating & Building Services	Z	85.00	0.00	85.00
437	Events	12/07/2019	Lloyds Bank -	Electronic	Supply of extra sound &		Z	400.00	0.00	400.00
438	Tudor Bar	12/07/2019	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	60.00	0.00	60.00
439	Tudor Bar	12/07/2019	Lloyds Bank -		Ice cubes	One Stop	Z	3.35	0.00	3.35
440	Tudor Bar	12/07/2019	Lloyds Bank -		Sundries	Booker	S	84.09	16.82	100.91
441	Combined	15/07/2019	Lloyds Bank -	Electronic	Cleaning & Caretaking	Hy-clean Supplies Ltd	S	167.22	33.44	200.66
442	Combined	15/07/2019	Lloyds Bank -	Electronic	Cleaning & Caretaking	Hy-clean Supplies Ltd	S	8.30	1.66	9.96
443	Combined	15/07/2019	Lloyds Bank -	Electronic	Cleaning & Caretaking	Hy-clean Supplies Ltd	S	6.00	1.20	7.20
444	Moorings Business	15/07/2019	Lloyds Bank -	DD	Business Rates - Moorings	Tewkesbury Borough Council	Z	69.00	0.00	69.00

445	Moorings Business	15/07/2019	July 2019	Lloyds Bank -	DD	Business Rates - Moorings	Tewkesbury Borough Council	Z	56.00	0.00	56.00
446	Spring Gardens Rates	15/07/2019	July 2019	Lloyds Bank -	DD	Business Rates - Spring	Tewkesbury Borough Council	Z	300.00	0.00	300.00
447	Gloucester Road	15/07/2019	July 2019	Lloyds Bank -	DD	Business Rates - Spring	Tewkesbury Borough Council	Z	228.00	0.00	228.00
448	Bank Charges	15/07/2019	286	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
449	Bank Charges	15/07/2019	287	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
450	Bank Charges	15/07/2019	288	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
451	Bank Charges	15/07/2019	217	Lloyds Bank -	Card	Card fees	Square Card	E	2.95	0.00	2.95
452	Bank Charges	15/07/2019	289	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
453	Bank Charges	15/07/2019	290	Lloyds Bank -	Card	Card fees	Square Card	E	1.35	0.00	1.35
454	Bank Charges	15/07/2019	222 & 223	Lloyds Bank -	Card	Card fees	Square Card	E	2.10	0.00	2.10
455	Bank Charges	15/07/2019	291	Lloyds Bank -	Card	Card fees	Square Card	E	2.25	0.00	2.25
456	Bank Charges	15/07/2019	292	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
457	Bank Charges	15/07/2019	293	Lloyds Bank -	Card	Card fees	Square Card	E	1.80	0.00	1.80
458	Bank Charges	15/07/2019	294	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
459	Bank Charges	16/07/2019	295	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
460	Bank Charges	16/07/2019	296	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
461	Bank Charges	16/07/2019	297	Lloyds Bank -	Card	Card fees	Square Card	E	5.40	0.00	5.40
462	Bank Charges	16/07/2019	298	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
463	Bank Charges	16/07/2019	299	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
464	Bank Charges	16/07/2019	300	Lloyds Bank -	Card	Card fees	Square Card	E	1.37	0.00	1.37
465	Bank Charges	16/07/2019	301	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
466	Bank Charges	16/07/2019	302	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
467	Bank Charges	16/07/2019	303	Lloyds Bank -	Card	Card fees	Square Card	E	2.27	0.00	2.27
468	Telephone, IT	17/07/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	64.76	12.95	77.71
469	Photocopier	17/07/2019	Contract	Lloyds Bank -	DD	Photocopier Lease	CF Corporate Finance Limited	S	529.67	105.93	635.60
470	Bank Charges	17/07/2019	306	Lloyds Bank -	Card	Card fees	Square Card	E	1.26	0.00	1.26
471	Bank Charges	17/07/2019	307	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
472	Bank Charges	17/07/2019	308	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
473	Bank Charges	17/07/2019	309	Lloyds Bank -	Card	Card fees	Square Card	E	1.26	0.00	1.26
474	Bank Charges	17/07/2019	310	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
475	Bank Charges	17/07/2019	311	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
476	Bank Charges	17/07/2019	312	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
477	Bank Charges	17/07/2019	313	Lloyds Bank -	Card	Card fees	Square Card	E	0.32	0.00	0.32
478	Bank Charges	17/07/2019	314	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
479	Telephone, IT	18/07/2019		Lloyds Bank -	DD	Telephone System	Digital Telecom Ltd	S	41.50	8.30	49.80
480	Gloucester Road	18/07/2019		Lloyds Bank -	DD	Water Bill	Waterplus	Z	174.76	0.00	174.76
481	Cleaning &	18/07/2019		Lloyds Bank -	Electronic	Janitorial trolley	Proactive Business Supplies	S	125.00	25.00	150.00
482	Events	18/07/2019		Lloyds Bank -		Event	The Wurzels	S	1,875.00	375.00	2,250.00
483	Moorings Projects	18/07/2019		Lloyds Bank -		Moorings	Williams King Design	Z	87.50	0.00	87.50
484	Town Hall R&M	18/07/2019	Emergency	Lloyds Bank -	Electronic	Pest Control	JG Environmental Ltd	S	100.00	20.00	120.00
485	Salaries	19/07/2019	N/A	Lloyds Bank -	Electronic	Salaries	Tewkesbury Town Council	Z	6,677.69	0.00	6,677.69
486	Town Hall R&M	24/07/2019	B&M	Lloyds Bank -	Electronic	Repairs	Kenelm Joinery Ltd	S	700.00	140.00	840.00
487	Utilities	24/07/2019		Lloyds Bank -	DD	Water Bill	Waterplus	Z	17.65	0.00	17.65
488	Town Hall Water	24/07/2019		Lloyds Bank -	DD	Water Bill	Waterplus	Z	189.41	0.00	189.41

489	Salaries	24/07/2019	July 2019	Lloyds Bank -	DD	Pension Payment	NEST	E	53.39	0.00	53.39
490	Town Hall Business	24/07/2019	July 2019	Lloyds Bank -	DD	Business Rates - Town Hall	Tewkesbury Borough Council	Z	412.00	0.00	412.00
491	Tudor Bar	25/07/2019	501182	Lloyds Bank -		Staff costs	Tewkesbury Town Council	E	110.00	0.00	110.00
492	Bank Charges	25/07/2019	322	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
493	Bank Charges	25/07/2019	323	Lloyds Bank -	Card	Card fees	Square Card	E	0.32	0.00	0.32
494	Bank Charges	25/07/2019	324	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
495	Bank Charges	25/07/2019	325	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
496	Bank Charges	25/07/2019	326	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
497	Bank Charges	25/07/2019	327	Lloyds Bank -	Card	Card fees	Square Card	E	1.80	0.00	1.80
498	Bank Charges	25/07/2019	328	Lloyds Bank -	Card	Card fees	Square Card	E	0.45	0.00	0.45
499	Bank Charges	25/07/2019	329	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
500	Bank Charges	25/07/2019	330	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
501	Bank Charges	25/07/2019	331	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
502	Bank Charges	25/07/2019	332	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
503	Bank Charges	25/07/2019	333	Lloyds Bank -	Card	Card fees	Square Card	E	1.82	0.00	1.82
504	Bank Charges	25/07/2019	334	Lloyds Bank -	Card	Card fees	Square Card	E	0.92	0.00	0.92
505	Bank Charges	25/07/2019	335	Lloyds Bank -	Card	Card fees	Square Card	E	0.47	0.00	0.47
506	Bank Charges	25/07/2019	336	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
507	Bank Charges	25/07/2019	337	Lloyds Bank -	Card	Card fees	Square Card	E	1.80	0.00	1.80
508	Bank Charges	25/07/2019	338	Lloyds Bank -	Card	Card fees	Square Card	E	0.63	0.00	0.63
509	Bank Charges	25/07/2019	339	Lloyds Bank -	Card	Card fees	Square Card	E	0.90	0.00	0.90
510	Bank Charges	25/07/2019	340	Lloyds Bank -	Card	Card fees	Square Card	E	0.45	0.00	0.45
511	Bank Charges	25/07/2019	341	Lloyds Bank -	Card	Card fees	Square Card	E	0.88	0.00	0.88
512	Town Hall R&M	26/07/2019		Lloyds Bank -	Electronic	Maintenance Work	KB Heating & Building Services	Z	357.00	0.00	357.00
513	Town Hall R&M	26/07/2019		Lloyds Bank -	Electronic	Maintenance Work	KB Heating & Building Services	Z	300.00	0.00	300.00
514	R&M	26/07/2019		Lloyds Bank -	Electronic	Replace broken lock	Locksmiths Gloucester	Z	155.00	0.00	155.00
515	Petty Cash	24/07/2019		Lloyds Bank -	2388	Petty Cash	Tewkesbury Town Council	Z	100.00	0.00	100.00
536	Civic	23/07/2019		Lloyds Bank -	Electronic	Flag	Flying Colours Flagmakers Ltd	S	75.20	15.04	90.24
563	Events	19/06/2019		Lloyds Bank -		Security	SPA Security	S	180.00	36.00	216.00
564	R&M	18/07/2019	B&M	Lloyds Bank -	Electronic	Floor Repairs	Total Floor Care	S	1,190.00	238.00	1,428.00

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54,059.80

2,685.53

56,745.33

Tewkesbury Town Council

JUNE, 2019

Bank Reconciliation at 10/07/2019			
	Cash in Hand 01/04/2019		249,275.65
	ADD		
	Receipts 01/04/2019 - 10/07/2019		245,682.81
	SUBTRACT		
	Payments 01/04/2019 - 10/07/2019		169,630.44
A	Cash in Hand 10/07/2019 (per Cash Book)		325,328.02
	Cash in hand per Bank Statements		
	Cash 10/07/2019	0.00	
	Lloyds Bank - Business Accour 10/07/2019	298,744.73	
	Lloyds Bank - Mayors Charity F 10/07/2019	1,243.29	
	Lloyds bank Savings Account 10/07/2019	51,222.34	
			351,210.36
	Less unrepresented cheques As attached		26,416.14
			324,794.22
	Plus unrepresented receipts As attached		533.80
B	Adjusted Bank Balance		325,328.02
	A = B Checks out OK		

Tewkesbury Town Council
RECONCILIATION - Lloyds Bank - Business Account

From Accounts	£273,862.39
Payments not cashed Add	£25,416.14
Receipts not entered Subtract	£533.80
<hr/>	
Statement should be	£298,744.73

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TEWKESBURY TOWN COUNCIL
 MRS C DANTER
 TOWN HALL
 HIGH STREET
 TEWKESBURY
 GLOUCESTERSHIRE
 GL20 5AL



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Andover
BX1 1LT

Call us on: **0345 072 5555** (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: [REDACTED]
 Sort code: [REDACTED]
 Account number: [REDACTED]
 BIC: [REDACTED]
 IBAN: [REDACTED]

BUSINESS ACCOUNT
 TEWKESBURY TOWN COUNCIL

Account Summary

Balance On 31 May 2019	£309,953.78
Total Paid In	£57,104.05
Total Paid Out	£68,313.10
Balance On 28 June 2019	£298,744.73

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
31 May 19		BALANCE BROUGHT FORWARD			309,953.78
3 Jun 19	Standing Order	[REDACTED]		54.60	310,008.38
3 Jun 19	Standing Order	AMES GROUP LTD	28.00		309,980.38
3 Jun 19	Standing Order	[REDACTED]		117.00	310,097.38
3 Jun 19	Cheque	002378	126.00		309,971.38
3 Jun 19	Faster Payment	[REDACTED]		67.20	310,038.58
3 Jun 19	Faster Payment	[REDACTED] 110776 10 03JUN19 14:38		67.20	310,105.78
3 Jun 19	Faster Payment	[REDACTED] 110776 10 03JUN19 14:39		134.40	310,240.18
03 Jun 19		BALANCE CARRIED FORWARD			310,240.18

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 Page 1 of 20 / 0001513 / 0027559

Tewkesbury Town Council
RECONCILIATION - Lloyds bank Savings Account

From Accounts	£51,222.34
Payments not cashed Add	£0.00
Receipts not entered Subtract	£0.00
<hr/>	
Statement should be	£51,222.34

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COMMERCIAL BANKING

PRIVATE & CONFIDENTIAL

TEWKESBURY TOWN COUNCIL
The Town Hall
High Street
Tewkesbury
GL20 5AL

Lloyds Banks plc
8th Floor
33 Old Broad Street
London, EC2N 1HZ

Direct Line: 020 7158 6975
Swift:
E-mail: CBMO.MWTradeSupport@lloydsbanking.com

DEPOSIT ACCOUNT STATEMENT

From 31/05/2019 to 28/06/2019

28 June 2019

Account: 32 Day Notice Short Identification: TEWKESBUTC
Account Identification: TEWKESBU T Statement: 19
Interest Rate on 28/06/2019: 0.75% Interest Payment Frequency: Daily
Account Interest Detail on 28/06/2019: Bank of England Base Rate| No Margin| Statement Frequency: Monthly
Currency: GBP Page 1 of 2

Table with 6 columns: Entry Date, Value Date, Narrative, Transaction Reference, Entries, Balance. Rows include interest payments and a balance brought forward.

Handwritten initials and signature



Entry Date	Value Date	Narrative	Transaction Reference	Entries	Balance
19-Jun-19	20-Jun-19	Interest Payment		1.05 CR	51,213.93 CR
20-Jun-19	21-Jun-19	Interest Payment		1.05 CR	51,214.98 CR
21-Jun-19	24-Jun-19	Interest Payment		3.16 CR	51,218.14 CR
24-Jun-19	25-Jun-19	Interest Payment		1.05 CR	51,219.19 CR
25-Jun-19	26-Jun-19	Interest Payment		1.05 CR	51,220.24 CR
26-Jun-19	27-Jun-19	Interest Payment		1.05 CR	51,221.29 CR
27-Jun-19	28-Jun-19	Interest Payment		1.05 CR	51,222.34 CR
28-Jun-19	CLOSING BALANCE				51,222.34 CR

£ 27 344

Should you have any queries about the content of this letter, please email us at CBMO.MMTradeSupport@lloydsbanking.com. Alternatively, you can telephone us on 0207 158 6975.

Deposits held with us are covered by the Financial Services Compensation Scheme (FSCS), subject to eligibility criteria.

Not all Lloyds Banking Group customers will be covered and we will write to you if we believe you are NOT covered by the scheme. Please refer to the information sheet and exclusions list at:- <https://commercialbanking.lloydsbank.com/important-information/commercial-banking-regulatory-information/>

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk/

For further information please visit our website at www.Lloydsbank.com/Business

(TW)

Tewkesbury Town Council
RECONCILIATION - Lloyds Bank - Mayors Charity Fund

From Accounts £243.29

Payments not cashed Add £1,000.00

Receipts not entered Subtract £0.00

Statement should be £1,243.29

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LLOYDS BANK



Your account statement
Statement sheet number: 91
Issue date: 28 June 2019
Page: 1 of 3

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MAYOR'S CHARITY FUND
TOWN HALL
TEWKESBURY
GLOUCESTERSHIRE
GL20 1AW



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BX1 1LT

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+44 1733 347338 (from Overseas)
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Sort code: [REDACTED]
Account number: [REDACTED]
BIC: [REDACTED]
IBAN: [REDACTED]

TREASURERS ACCOUNT
MAYORS CHARITY FUND

Account Summary

Balance On 31 May 2019	£1,543.29
Total Paid In	£0.00
Total Paid Out	£300.00
Balance On 5 June 2019	£1,243.29

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
31 May 19		BALANCE BROUGHT FORWARD			1,543.29
5 Jun 19	Cheque	000396	300.00		1,243.29
05 Jun 19		BALANCE CARRIED FORWARD			1,243.29

Messages

Please note that only compensation related queries should be referred to the FSCS on the reverse of this statement.
For our data privacy notice, please see: <http://www.lloydsbank.com/business/privacy.asp>

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