

**MINUTES**  
*of the*  
**Buildings & Moorings Committee meeting held on 19<sup>th</sup> September 2019**  
***In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury***

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

**In attendance:** D Hill (Town Clerk)

The meeting commenced at 18:00

**B&M.19.049 To receive apologies**

Apologies were received from Cllrs Carter (business) and Preedy (personal).  
Cllr Powell was not present.

**B&M.19.050 To receive declarations of interest**

None received.

**B&M.19.051 To receive dispensations**

None received.

**B&M.19.052 To approve the Minutes of the Buildings & Moorings Committee meeting held on 31<sup>st</sup> July 2019**

It was RESOLVED to approve the minutes.  
Proposed by Cllr Danter, seconded by Cllr Brennan.

**B&M.19.053 Matters arising from the Minutes – for information only in relation to matters not on the agenda**

**B&M 18.173 Town Hall clock** – ongoing – set time to outside clock.

**B&M 18.185 Condition Reports** – ongoing.

**B&M 18.187 Back of Avon wall** - ongoing.

**B&M 19.015 Garden Room** – ongoing.

**B&M 19.016 Drone Images** – ongoing.

**B&M 19.022 Flood Proof Rising Posts** – complete

**B&M 19.025 Emergency Keys** – complete

**B&M 19.032 Watson Hall** – Yes, to the best of our knowledge the Town Council is the sole trustee of the main hall in the Watson Hall – complete.

**B&M 19.037 3 Saffron Road** – Letter to be sent. No current plans for enforcement

**B&M 19.039 Tudor Bar Window** – Carry forward cost for Tudor Bar window to be confirmed.

**B&M.19.054 To receive correspondence relating to the Buildings & Moorings Committee**

No new correspondence had been received.

**B&M.19.055 Public Participation**

There was no public participation.

- B&M.19.056 To receive the committee income and expenditure reports for July & August 2019**  
The committee income and expenditure reports for July were received.  
The reports for August were deferred to the next meeting.
- B&M.19.057 To review the committee budget report**  
The Committee budget report was reviewed. It was noted that the net figures for the Watson Hall had improved on previous years.
- B&M.19.058 To review the valuation report on the Town council's buildings and to resolve to recommend increases / decreases as required to buildings sums insured to the Finance Committee**  
Deferred to the next meeting.
- B&M.19.059 To receive an update on the recently installed RBS bookings system**  
Deferred to the next meeting.
- B&M.19.060 To discuss and agree committee work programmes including fire risk assessments, condition reports and inspection of the War Memorial**  
Deferred to the next meeting.
- B&M.19.061 To receive an update on the planning application for tree works in the Town Hall garden**  
Deferred to the next meeting.
- B&M.19.062 To agree to renew the service contract for the electric doors at the Town Hall with Dormakaba for one year from 29<sup>th</sup> November 2019 at a cost of £345**  
It was RESOLVED to renew the service contract for the electric doors at the Town Hall with Dormakaba.  
Proposed by Cllr Brennan, seconded by Cllr S Raywood.
- B&M.19.063 To note the use of emergency powers in respect of shelving in the cellar due to health and safety reasons and the replacement of the glass washer at the Tudor Bar**  
Deferred to the next meeting.
- B&M.19.064 To agree to purchase an additional till for bar sales**  
It was RESOLVED to purchase an additional till with wet cover and printer rolls for bar sales and at a cost of £202.94.  
Proposed by Cllr Brennan, seconded by Cllr Danter.
- B&M.19.065 To review the net position of the Tudor Bar since the Town Council took over responsibility for the bar operation**  
Deferred to the next meeting.
- B&M.19.066 To receive an update from the Town Clerk in relation to the lease to Avon Navigation Trust**  
Deferred to the next meeting.

- B&M.19.067 To receive an update on the planning application to reinstate moorings at Prior's Court**  
Deferred to the next meeting.
- B&M.19.068 Payments list for approval**  
It was RESOLVED to approve payments totalling £15,220.77.  
Proposed by Cllr Brennan, seconded by Cllr Rudge.
- B&M.19.069 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**  
Deferred to the next meeting.
- B&M.19.070 To review the grounds maintenance quotations for St Mary's Lane mooring and the Town Hall garden and to appoint a grounds maintenance contractor for the period April 2020 – March 2023**  
Deferred to the next meeting.

Cllr Brennan left the meeting and the meeting closed at 18:50 due to being inquorate.

Signature of Chairman upon approval of the minutes ..... 23<sup>rd</sup> October 2019