

**MINUTES**  
*of the*  
**Full Council meeting held on 14<sup>th</sup> October 2019**  
***In the Council Chamber at the Town Hall, High Street, Tewkesbury***

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

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

**19/20 - 082      To receive apologies for absence**  
Apologies for absence were received from Cllr Preedy (personal), Cllr Carter (business), Cllr Walker (health).

**19/20 - 083      To receive declarations of interest**  
None received.

**19/20 - 084      To consider requests for dispensation**  
None requested.

**19/20 - 085      To receive written questions from members of the public**  
One written question was received:  
Will the Council please implement a policy procedure in order to confirm that all formal questions to Full Council or Committees, written or verbal, are ultimately answered to the questioner's satisfaction? Is there really any point to public participation in the absence of such an expectation? Can the Council provide any justification not to implement such a policy, other than a disdain for parishioners and a determination not to be held to account? In order to address the irrefutable disconnect between the Council and the people it professes to represent, might the implementation of a Community Engagement Committee be the answer, possibly made up of a Council member chairperson on a rolling basis, and any members of the community who wish to take part, with the agenda largely determined by the community members? As part of this committee's brief, it could review unanswered questions, establish why this is and also provide an alternative for the discredited and unfit for purpose Code of Conduct, more often than not co-opted for nefarious purposes of stymying scrutiny, entirely contrary to its intended purpose.

Answer:

The Town Council responds to all written questions received in advance for inclusion at Full Council meetings. This takes the form of a written response and the questions and answers are minuted. Matters raised in the public participation session of meetings, both in Full Council and Committee meetings are also minuted.

Section 3(e) of Standing Orders states that members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Section 3(h) states that in accordance with 3(e) above, a question shall not require a response at the

meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. In the light of the above, the Town Council does not feel that the creation of a Community Engagement Committee is necessary.

**19/20 - 086 Public participation**

A member of the public raised questions regarding the confidential item on the agenda. They were advised that as it is part of an ongoing litigious case and is part of the confidential session there can be no discussion on the matter.

**19/20 - 087 To note the Mayor's announcements**

- Mike Kean-Price, Town Crier reached 21 years' service on 12<sup>th</sup> October – the Town Council thank him for his service and dedication over all these years.
- The next Mayor's Charity fundraiser is the Northern Soul night at the Watson Hall on 23<sup>rd</sup> November.
- The Remembrance Parade will leave the Town Hall at 9.20am on Sunday 10<sup>th</sup> November. All Councillors are invited to take part but need to confirm their attendance.
- Upcoming Town Council events at the Watson Hall
  - 19<sup>th</sup> October – Silent Disco
  - 14<sup>th</sup> December – JC Quo
  - 15<sup>th</sup> February – Albino Tarantino
  - 11<sup>th</sup> April – Bon Giovi

**19/20 - 088 To approve the Minutes of the meeting held on 9<sup>th</sup> September 2019**

It was RESOLVED to approve the minutes of the meeting held on 9<sup>th</sup> September 2019, subject to the inclusion of Cllrs Brennan & J Raywood being listed as present. Proposed by Cllr Rudge, seconded by Cllr J Raywood.

**19/20 - 089 Matters arising from the Minutes – for information only**

**19/20-060 Press releases** – not covered under current standing orders but will be included in the review of the Standing Orders - ongoing

**19/20-039 Balance sheets** –Town Clerk has circulated the balance sheets – complete  
**B&M 19.025 – Future plans for the Watson Hall** - Town Clerk has circulated the report and the Events Officer will be in touch to arrange a tour - complete

**Finance 19.07** – Issues raised by member of the public have been dealt with by email - complete

**Finance 19.33 – Purchase of bicorn and tricorn hats** –Town Clerk has circulated the cost details - complete.

**19/20-070 Hire rates** – Events Officer will be circulating – complete.

**19/20 - 090 To note the following Committee Minutes:**

**Buildings & Moorings –31<sup>st</sup> July 2019**

**Planning – 14<sup>th</sup> August 2019**

The above minutes were noted.

**Action:** Finance Committee Minutes from August to add to next agenda.

**B&M – 19.040** A Cllr asked about the survey of high level ceiling lights in the hall and what progress is being made towards LED lights. The Town Clerk advised that the

survey has not yet been done, but the report is required in order to apply for grant funding. When lightbulbs require replacement, they are replaced with LED bulbs.

**19/20 - 091 To receive Councillor reports for Tewkesbury Borough Council & Gloucestershire County Council**

Cllr Cody provided an update from Tewkesbury Borough Council regarding:

- Climate Emergency proposal – This was passed at the last Borough Council meeting and covers the offices rather than the Borough as a whole.
- The NHS Trust public consultation on Fit for Future was discussed. Public consultation on the proposals are invited and can be found on [www.onegloucestershire.net](http://www.onegloucestershire.net). NHS Gloucestershire have been invited to the next Borough Council meeting.

Cllr Smith provided an update from Gloucestershire County Council regarding:

- GCC Travel by Cycle – GCC has committed to improving the cycle network and is developing a £9 million package of improvements to make it easier to cycle across the County. A booklet had been launched this month to outline the major changes. **Action:** Assistant Town Clerk to email out the booklet. Current projects under construction are £1.3m upgrade to canal towpath between Hardwicke and Gloucester, as well as £1m being spend on cycleway improvement between Aylburton and Lydney. Projects in the design and consultation phase are a proposed £3.6m route between Cheltenham & Gloucester (to be built in 2020) and a £3m between Bishops Cleeve and Cheltenham. The Ashchurch Garden Town plans include a cycleway from Newtown to Ashchurch, a bridge / underpass by the motorway and then joining up to Bishops Cleeve. Further improvements for Tewkesbury are still in the planning phases. Cllr Smith thanked Tewkesbury School for their help on the day of the launch and recommends that all Cllrs try out an e-bike! Cllrs discussed the strategy for cross County working for cycle networks and raised issues about cycling / mobility scooters on the Mitton Road, particularly by the old railway line where the footpath is not wide enough. Cllrs also discussed the issue of pot holes and the dangers to cyclists if more are using the roads, what not be an issue to a car, may be a dangerous pot hole to a cyclist. Cllr Smith responded that the best solution to pot holes is the resurfacing work that is currently happening across the County, but encouraged anyone who spots a pot hole that would be an issue, to notify the Council about it via the County's 'Report It' website: <https://www.gloucestershire.gov.uk/highways/roads/report-it/>
- Flood alleviation work (dredging and de-silting) is currently taking place around Tewkesbury, although the weather is affecting progress. The joint 2008 flood alleviation report recommendations are what is driving the strategy. **Action:** Assistant Town Clerk to circulate the report to Cllrs.

**19/20 - 092 To receive the finance report for August 2019**

The finance report for August 2019 was received.

The Town Clerk advised that the accounts reconcile, but there are still some minor coding issues. The Town Clerk is receiving further training on reporting and budgeting at the end of the month.

**19/20 - 093 To approve a transfer of £100 from petty cash to current account**

It was RESOLVED to transfer £100 from petty cash to the current account.  
Proposed by Cllr Aldridge, seconded by Cllr Davis.

**19/20 - 094 To note the conclusion of audit and the External auditor report**

The conclusion of audit and external auditor report were noted. There were two 'except for' items. The first concerning figures for the precept in 18/19 which had not been restated, due to a system error and the second relates to Section 2, Box 11. The town Council responded 'No' on the advice of the internal auditor, as due to the Trust position the answer is not 'Yes' or 'No'. This issue should be resolved by 19/20 submission.

Cllrs noted that this was a vast improvement on past submissions and thanked the staff for the hard work that they have done regarding this.

**19/20 - 095 To receive an update from the Town Council Climate Change Working Group**

Cllr Cody provided an updated from the working group which met on 1<sup>st</sup> October. The group is investigating being a collection point for Terracycle, tree charters and planting, compost and wormeries and improved gate access between Tewkesbury and Twyning. A Cllr asked if the Forestry Commission were involved with the tree charter. **Action:** Assistant Town Clerk to investigate.

The group are also working on terms of reference which will be brought back to Full Council for approval.

Becoming a plastic free community is a long and involved process and there are five stages. The first is to pass a motion at Town Council level, which happened in October, then it becomes a community driven event (rather than one owned directly by the Town Council). Cllr Cody has helped to form a community steering group (step 2 of the process) and the next step is to get the community involved. There is a Facebook page 'Plastic Free Tewkesbury' and they will be holding a stall in the High Street on 20<sup>th</sup> October.

**19/20 - 096 To receive reports from members representing the Town Council on outside bodies**

Cllr Powell attended the Gloucestershire Market Towns Forum (GMTF) AGM on 26<sup>th</sup> September and over 40 people attended. Of particular interest was the research commissioned by GMTF and delivered by Gloucestershire University's Countryside Research Institute. They looked at areas of interest relating to the growth of small market towns such as broadband, road access, air quality, bus services, income, employment, growth and poverty. **Action:** Request a copy of the report.

Cllr Sztymiak left the meeting at 19:15

**19/20 - 097 To receive an update from the Planning Committee regarding the five year housing provision plans**

Cllr J Raywood provided a report regarding the Town & Parish Council seminar held on 24<sup>th</sup> September 2019 which covered three main areas.

1. The emerging Tewkesbury Borough Plan Submission Document – the deadline for representation is 18<sup>th</sup> November.
2. Five Year Housing Land Supply – The National Planning Policy Framework requires that Local planning authorities should identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years' worth of housing against their housing requirement set out in adopted strategic policies. If Tewkesbury Borough Council cannot demonstrate that it can deliver a five year housing land supply the most important planning policies for determining a planning application can be considered to be out of date and then there is no protection over the sites chosen. It has also recently been ruled, that any oversupply from a previous year, cannot be deducted from future year's requirements.

Cllrs asked why building is being permitted on a flood plain when the flood plan was adopted by the Borough Council. Unfortunately, Government legislation takes priority over local plans and ignores flooding issues. Cllrs suggested getting the local MP involved.

3. Permission in Principle – Rules are changing regarding planning permission for developments. Although similar in principle to Outline and Reserved Matters Planning Applications, the two new stages of Permission Principle Application and Technical Details consent require fewer details to be submitted and a shorter timescale of five weeks. The Town Council will need to be aware of these changing timescales.

**19/20 - 098 To discuss and agree any next steps regarding the request for a reduction in speed limit on the Bredon Road**

Deferred to next meeting.

Cllr Smith left the meeting at this point

**19/20 - 099 To approve the payments list**

It was RESOLVED to approve the payments list.

A total expenditure of £5928.77 was authorised on the payments list.

Proposed by Cllr Rudge, seconded by Cllr Powell.

**19/20 - 100 To consider and agree grant applications from outside bodies**

Deferred to next meeting.

**19/20 - 101 Correspondence**

- An email of thanks has been received from Tewkesbury Town North Residents' Association for their grant enabling the planting of flower beds on the Mythe Road and tubs on the 'Black Bear' corner.
- Councillors have received an email regarding a consultation by NALC on the draft ICO sharing code of practice.

**19/20 - 102** 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 Aldridge, seconded by Cllr S Raywood.

**19/20 - 103** To receive an update from the Town Clerk on the money claim served on the Town Council on 11<sup>th</sup> April 2019

The Town Clerk provided an update on the money claim.

Cllr Powell declared an interest as he has worked with the claimant and left the meeting.

There being no further business, the meeting closed at 7.50 pm.

Signature of Chairman upon approval of the minutes ..... 11<sup>th</sup> November 2019