

**MINUTES**  
*of the*  
**Full Council meeting held on 11<sup>th</sup> November 2019**  
***In the Council Chamber at the Town Hall, High Street, Tewkesbury***

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

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

**19/20 - 104 To consider the application for co-option to Tewkesbury Town Council and to receive a short presentation from the applicant**  
The Town Council received a presentation from Hilarie Bowman.  
A vote was taken and Hilarie Bowman was co-opted to the Town Council.

The Chair advised that item 14 would move to after item 6.

**19/20 - 105 To receive apologies for absence**  
Apologies for absence were received from Cllr Smith (business), Cllr Preedy (personal).

**19/20 - 106 To receive declarations of interest**  
19/20-119 – Cllrs Sztymiak & Cody are Borough Councillors  
19/20-123 – Cllrs Brennan & Aldridge are member of Tewkesbury in Bloom  
19/20-126 – Cllr Powell declared a conflict of interest

**19/20 - 107 To consider requests for dispensation**  
None requested.

**19/20 - 108 To receive written questions from members of the public**  
No written questions were received.

**19/20 - 109 Public participation**  
No public participation

**19/20 - 110 To receive reports from members representing the Town Council on outside bodies**  
Cllr S Raywood is attending a meeting of TTRP on Thursday 14<sup>th</sup> November. If you have any points that you would like raised, please let him know.

Cllr Aldridge provided an update on the Wheelchair Bus. Additional drivers are still required, please contact Cllr Aldridge if you can assist.

Cllr Carter invited Canon Reverend Paul Williams to speak about the prospective Heritage Lottery Fund Bid for Tewkesbury. A steering group of eight people including representatives from Tewkesbury Borough Council, Tewkesbury Town Council, the Abbey Lawn Trust and the Abbey is being formed. All Councillors are invited to a brainstorming session on Thursday 14<sup>th</sup> November at 6pm in the Mayor's Parlour.

**19/20 - 111 To note the Mayor's announcements**

- The Mayor thanked all of the Councillors who attended the Remembrance Service yesterday and thanked the Assistant Town Clerk for organising.
- Upcoming Town Council events at the Watson Hall
  - 23<sup>rd</sup> November – Mayor's Charity Event – 5pm -12pm
  - 14<sup>th</sup> December – JC Quo
  - 15<sup>th</sup> February – Albino Tarantino
  - 11<sup>th</sup> April – Bon Giovi
- BBC Radio Gloucestershire Abbey Service – Wed 18<sup>th</sup> December at 7.30pm – Volunteers are requested to help take the retiring collection for the Mayor's Charities.
- Thursday 12<sup>th</sup> December at 7pm – Town Carol Service at the Methodist Church
- Condition checks – The street furniture condition checks are due in December and Councillors have been asked to assist with checks in their ward.

**19/20 - 112 To approve the Minutes of the meeting held on 14<sup>th</sup> October 2019 and to note the change to the numbering of items from the minutes of Mayor Making 2019**

It was RESOLVED to approve the minutes of the meeting held on 14<sup>th</sup> October 2019, subject to the changing of the word December to November in item 19/20-097. Proposed by Cllr Aldridge, seconded by Cllr Danter.

**19/20 - 113 Matters arising from the Minutes – for information only**

**19/20-089 Press releases** – not covered under current standing orders but will be included in the review of the Standing Orders – ongoing

**19/20-090 Finance Committee Minutes** – added to this agenda – complete

**19/20-091 Travel by cycle booklet and flood alleviation report** – circulated to all Councillors - complete

**19/20-095 – Tree Charter** - Forestry Commission are not involved with the tree charter but a list of organisations that are involved was included in the agenda pack.

**19/20-096 GMTF Report** – Requested but not yet available - ongoing

**19/20 - 114 To note the following Committee Minutes:**

**Finance – 20<sup>th</sup> August 2019**

**Environment & Amenities – 3<sup>rd</sup> September 2019**

**Buildings & Moorings – 19<sup>th</sup> September 2019**

**Planning – 4<sup>th</sup> & 18<sup>th</sup> September 2019**

**Severn Ham – 19<sup>th</sup> September 2019**

**Staffing – 27<sup>th</sup> September 2019**

The above minutes were noted.

Cllr Aldridge provided an update on the recent water supply issues. The valve requiring repair by Severn Trent is under the Severn Ham and the recent flooding has meant that access has been difficult.

**19/20 - 115 To receive Councillor reports for Tewkesbury Borough Council & Gloucestershire County Council**

Cllr Sztymiak provided an update from Tewkesbury Borough Council regarding:

- New phase of Pocket Parks grants has been released

- South Worcestershire Development Plan Review Public Consultation – 1000 houses planned for along the Bredon Road next to Mitton. Public have until 16<sup>th</sup> December to send in their comments on this proposal.  
[https://www.swdevelopmentplan.org/?page\\_id=14555](https://www.swdevelopmentplan.org/?page_id=14555)
- Town & Parish Seminar – 12<sup>th</sup> November 6-8pm

Councillors asked whether any Principal Authority Boundary change was planned due to the development. There has been no indication that it will change.

Cllrs were reminded that the Planning Committee will be discussing the South Worcestershire Development Plan Review Public Consultation on Wednesday 13<sup>th</sup> November.

Cllr Cromwell provided an update from Gloucestershire County Council regarding:

- Draft budget for 2020-21 goes to Cabinet on 20<sup>th</sup> December
- Climate Change Strategy will also be discussed on 20<sup>th</sup> December
- Water outage – vulnerable individuals did not receive their water as they were not listed on the at-risk register. If anyone is aware of individuals who may fall into this category, please ensure that they have registered for assistance.
- Dredging and desilting programme has been moved to Spring due to the flooding.
- Barton Road work is due to finish on 15<sup>th</sup> November
- Design and costing for extension of the cycle lane through the back of Morrisons through to Spring Gardens has been submitted.
- White road lines have been redone around the town.
- New Gateway signs for Remembrance – joint work between the Councils and the War Memorial Group

Cllrs discussed the recent flooding issues.

**Action:** Cllr Cromwell to provide a report on the flood defences that Gloucestershire County Council have funded around Tewkesbury since the 2007 floods.

**19/20 - 116 To receive the finance report for September 2019**

The finance report for September 2019 was received.

Cllr Sztymiak stated that he would like to see the YTD actual against budget report. A Councillor raised a question about redactions of staff names on the payments list.

**Post meeting note:** Financial regulations state that these should be redacted.

**19/20 - 117 To receive the bank reconciliations for September**

The bank reconciliations were received.

Cllr Sztymiak asked about the adjustments and journal entry for £172.

**Action:** Town Clerk to provide information to Cllr Sztymiak.

**19/20 - 118 To discuss and agree any next steps regarding the request for a reduction in speed limit on the Bredon Road**

The Town Clerk has received information Chris Townley, who is a member of the Traffic Regulation Order Team at Gloucestershire County Council.

Following both a site visit and the plans supplied by HDM, there are no plans to extend the street lighting (other than on the new estate junction) sufficiently enough to allow Bredon Rd to be reduced to 30mph by virtue of street lighting (no TRO would be required to implement a 30mph limit if there is a system of street lighting which would automatically restrict the road to 30mph).

Therefore, this means that a TRO would be required to revoke the existing 40mph and introduce a new 30mph limit. This would cost in the region of £10k (including signing) to undertake the TRO process including consultation. It may be possible to fund this in conjunction with the County Council 'Community Match Funding' scheme, which may fund 50% of the cost.

The road safety numbers from the last 19 years were discussed. It was suggested that Councillors could borrow speed camera guns to monitor the speeds and provide justification for the reduction.

**Action:** Town Clerk to request that Cllr Cromwell contacts the Road Safety Team to look at the speeds along the Bredon Road and also request Community Match Funding for the TRO process.

It was RESOLVED that £5000 be allocated in the 2020-2021 budget to fund 50% of the Traffic Regulation Order, if required.

Proposed by Cllr Sztymiak, seconded by Cllr Powell.

**19/20 - 119 To consider and agree the Town Council's response to the Borough Plan pre-submission consultation**

Cllr Joanne Raywood outlined the Town Council's response to the Borough Plan. All submissions need to be submitted by November 18<sup>th</sup>. There are two main issues regarding housing allocations.

TEW3 – Spring Gardens – emphasis on housing seems potentially to be greater than it was in the regeneration SPD.

TEW4 – Healings Mill - substantially increased emphasis on housing.

Councillors discussed the ongoing flooding issues and the concerns about building on the floodplain. Councillors agreed that the Planning Committee would respond on behalf of the Town Council.

**19/20 - 120 To agree the terms of reference for the Climate Change Working Group**

The terms of reference were amended to include that the Working Group will report to Full Council on a quarterly basis.

It was RESOLVED to agree the terms of reference for the Climate Change Working Group. Proposed by Cllr Brennan, seconded by Cllr Sztymiak.

**19/20 - 121 To consider a proposal from Cllr Cody that the Town Council declares support for the Local Electricity Bill**

Deferred to January meeting.

**19/20 - 122 To approve the payments list**

It was RESOLVED to approve the payments list.

A total expenditure of £4581.99 was authorised on the payments list.  
Proposed by Cllr Aldridge, seconded by Cllr Brennan.

**19/20 - 123 To consider and agree grant applications from outside bodies**

It was RESOLVED to award a grant of £250 to the Great Western Ambulance Charity.  
Proposed by Cllr Sztymiak, seconded by Cllr Brennan.

Cllrs Brennan & Aldridge left the meeting whilst the Tewkesbury in Bloom application was discussed.

An application for £2000 was received from Tewkesbury in Bloom. Councillors discussed the provision of planters and the visibility of Tewkesbury Town Council as a sponsor of the event.

**Action:** Town Clerk to request additional information from Tewkesbury in Bloom.  
Grant application to be considered at the next Full Council meeting

It was RESOLVED to suspend the Standing Orders in order to complete items 19/20-123 & 19/20-124. Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

Cllr Cody left the meeting at 8.34pm

It was RESOLVED to award a grant of £250 to BABES – Breastfeeding and Babies Early Support, which forms part of Gloucestershire Breastfeeding Supporters Network.  
Proposed by Cllr Davies, seconded by Cllr Sztymiak.

**19/20 - 124 Correspondence**

- Borough Council invitation to Town & Parish Council Seminar on 12<sup>th</sup> November 6-8pm
- Borough Council invitation to Tewkesbury Garden Town Seminar on 27 November – 5.30pm to 7.30pm at the Borough Council Offices
- Community Right to Bid – Mitton - Query has been raised by Highways
- Car Parking in Tewkesbury Town Focus Group – 3<sup>rd</sup> December 6.30 – 8.30pm at Tewkesbury Borough Council
- Letter regarding prayers at Council meetings – **Action:** Town Clerk to investigate
- GAPTC and NALC on subscription rates

**19/20 - 125 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 Brennan.

Cllr Powell left the meeting due to a conflict of interests at 8.37pm.

**19/20 - 126 To receive an update from the Town Clerk on the money claim served on the Town Council on 11<sup>th</sup> April 2019 and to agree the next steps**  
The Town Clerk provided an update on the money claim.

It was RESOLVED to agree the next steps.  
Proposed by Cllr Sztymiak and seconded by Cllr Walker.  
Proposed by Cllr Aldridge, seconded by Cllr Davis.

There being no further business, the meeting closed at 9.14pm.

Signature of Chairman upon approval of the minutes ..... 9<sup>th</sup> December 2019