



11th March 2020

ANNUAL TOWN MEETING

NOTICE IS HEREBY GIVEN THAT:

The Annual Town Meeting for the Parish of Tewkesbury will be held in the Corn Exchange, Town Hall, High Street, Tewkesbury on Monday 6th April 2020 at 6:00 pm.

Karen V Brennan

Deputy Mayor Karen Brennan

AGENDA

1. Introduction and welcome by the Mayor / Deputy Mayor
2. Minutes of the last meeting held on 1st April 2019
3. Presentation from the Severn Curlew Project
4. Presentation from Severn Trent on the Pipeline Replacement Work on Severn Ham
5. Mayor's Report including Tewkesbury Town Council's Annual Report for 2019/20 incorporating reports from the following Committees / Working Groups:-
 - Environment & Amenities
 - Buildings & Moorings
 - Severn Ham
 - Planning
 - Finance
 - Staffing
 - Climate Change
6. Town Discussion for electors within the Town's boundary to raise any matters affecting the Town. **Priority will be given to written questions received in advance of the meeting.**
7. Date of next Annual Assembly – Monday 12th April 2021



TEWKESBURY TOWN COUNCIL

MINUTES
of the
Annual Assembly held on 1st April 2019
In the Corn Exchange at the Town Hall, High Street, Tewkesbury

Present: 11 members of the public
County Cllr Kevin Cromwell, Borough Cllr Julie Greening, Town Cllrs Chris Danter (Mayor), Helen Burns, Joanne Raywood, Karen Brennan, Terry Walker, Simon Raywood, Mark Linton, Vernon Smith, Gavin Preedy, Philip Workman, Mike Sztymiak, Town Clerk - Debbie Hill, Assistant to Town Clerk – Jen King

1. Introduction and welcome by the Mayor

Mayor Danter welcomed everyone to the Annual Meeting and reminded all present that this was a Town meeting, not a Council meeting.

2. Minutes of the last meeting held on 16th April 2018

It was RESOLVED to approve the minutes.
Proposed by Cllr Walker, seconded by Cllr J Raywood.

3. Mayor's report

Mayor Danter provided a short report on the Town Council's work this year (attached).

4. To present Tewkesbury Town Council's Annual Report for 2018/19 incorporating reports from the following Committees:

- Environment & Amenities – provided by Cllr S Raywood (attached)
- Buildings & Moorings – provided by Cllr Brennan (attached)
- Severn Ham – provided by Cllr Aldridge (attached)
- Planning – provided by Cllr J Raywood (attached)
- Finance – provided by Cllr Danter (attached)
- Staffing – provided by Cllr Walker (attached)

5. Police Report

A report was provided by PCSO Sam Corder (attached)
Unfortunately, due to a missing child report, PCSO Sam Corder was unable to remain to present the report and gave his apologies. He is happy to be contacted about any Police matters on: samual.corder@gloucestershire.pnn.police.uk

6. Museum Report

A report was provided by Steve Goodchild.

It has been a year of continuing change and development in the museum. Financially it has been the best of last ten years and the museum finished the financial year with an operating surplus. The Town Council grant has helped secure a more positive future. The grant has been used to purchase storage boxes, insect and temperature monitors. Over the next year



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a survey of the internal fabric of the building will be carried out and this information will be used to plan the forthcoming work..

7. Updates from Community Groups in the Town who have received grant funding in 2018/19

Abbey 2021 – Ahoy Concert – Organising events to celebrate the heritage of Tewkesbury in the run up to the celebrations in 2021. The £250 from the Town Council helped towards the first fundraising concert, which brought together 50 children from two local schools, together with an orchestra and local adult choir. Over 300 people attend and the event was profitable. The next event is on 7th & 8th June – Summer Beer Festival.

Boys Brigade – The band was reformed 5 years ago and the instruments that were being used were over 30 years old. The grant helped enable the band to buy some lightweight drums, which are light enough for younger players to use.

Repair Café – (report attached) The Repair Café repairs over 50 items per session with a 65% success rate. They will attempt to repair anything that people bring in – textiles, electricals, clothing, furniture, bikes & toys. They hope to be self-financing in the near future, the grant helped to cover start up costs and training.

Rotary Club – (report attached) One hundred senior citizens from Tewkesbury and District attended the annual tea party. They were entertained by the Gloucester Singers Ukulele Band and bingo. The grant supports the hire of the venue for the event.

Tewkesbury Amateur Dramatic Society (TADS) – TADS encourage theatrical arts and stage one performance and several workshops a year. Thirty local people were involved in the latest production of 'Wyrd Sisters'. The grant from the Town Council paid for the rehearsal space and they also wished to extend their thanks to the Caretaker at the Town Hall for his assistance over the rehearsal period.

Tewkesbury Christmas Lights – The town was illuminated again in December 2018 and the Council were thanked for their donation and the use of the Town Hall on the switching on day. There were some issues with an intermittent fault with the lights in Church Street, but these will be resolved for 2019. Fundraising efforts will be increased this year, as expenditure exceeded income in 2018.

Tewkesbury Big Weekend – The grant (both this year and in previous years) has helped support the event and help bring people back into the town. It has grown in popularity and attracts many people from the surrounding area and over 2000 people follow the Facebook page. The seven volunteer organisers are taking a year off in 2019, but will be back in 2020.

Marina Court Defibrillator – (report attached) The defibrillator is now in place at Marina Court and they are grateful for the Town Council donation towards the purchase.



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Manor Players – Manor Players put on two shows a year, with 20-25 actors and another 20-25 people who help behind the scenes. They are a not for profit organisation. Each year they nominate a charity to support, this was the Royal British Legion in 2018 and they are supporting Maggies in 2019. The next show is 'The Hen Party' - April 11-13th. Tickets are £8 from the Orange Pig or ring the box office.

Town Band – For the last 13 months the Town Band have been converting Saffron Road toilet block into a rehearsal space. The results are of the highest standards, they have all been completed by three dedicated volunteers and they will be able to move in soon. The grant is enabling them to buy a set of wet weather jackets, for use on Remembrance and other parades and provide suitable protection from the elements and ensuring that no parade ever needs to be abandoned. The Town Council grant has provided 50% of the costs required for the jackets.

PPNP – A very recent grant application, they are holding a show in the summer on 20th July at the Watson Hall. Auditions are taking place at the moment, please see Facebook for all of the details.

Friends of Victoria Gardens – Thanked the Town Council for the grant and provided some beautiful pictures of the floral displays over the last year.

8. **Town Discussion for electors within the Town's boundary to raise any matters affecting the Town**

A request was made for an update on the Memorial Cross

Tewkesbury Memorial Group worked tirelessly to raise funds to have extra plaques put on the cross for those whose names were missing. It was completed in time for last Armed Forces day, which was a poignant occasion, especially for those who came to see the unveiling of their relative's name.

Street Cleansing

A member of the public commented that the town is looking dirty. It is clear that some streets are not being swept e.g. Trinity Street – gutter is full of cigarettes. The individual has complained to the Borough Council. The Town Council has identified four to five hours a week to support the Borough Council and have recently cleared up Gravel Walk.

A Freedom Of Information request has been made to the Borough Council by the individual, but no response has currently been received. The Town Council has no legal responsibility to clean the streets, the responsibility sits with the Borough Council.

Museum Income

A member of the public asked if the donation per visitor has changed. The answer is that four years ago it was 50p per visitor, it has steadily increased to 90p per visitor. Last year they received 4600 visitors.



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Roses Theatre

The Town Band raised their concern that after playing their Christmas Concert in the Roses Theatre for the last 22 years they have been advised that they are not able to this year. The concern is that other local organisations may also not be able to use it in the future. It is a wonderful theatre, but it is in danger of not being there for future use. It was noted that Arts Council funding has been withdrawn.

Signage for River Walks

Is it possible to have an A Frame to use to direct visitors through the Town Hall to the Riverside Walks, through the lovely gardens? Answer – yes, there is a sign to place at the front of the buildings, one is now needed for the rear of the building.

Development North of Mitton

Can the Town Council confirm their position regarding the development north of Mitton. The answer is that the Town Council is currently opposing the development. There is no further information at present as Highways England have requested more information about the development.

A number of written questions were submitted which the Council agreed would be answered within the minutes.

What's the justification for the recent above-inflation increase in the council's precept?

- The increase is still making up the loss of the Local Council Tax Support Grant.
- Committees examine their wishes and requirements in relation to their workload and allowed for inflation increase. The overall expenditure of the committees is then examined and savings are sought throughout the budget. Sources of other funding are also identified to try to minimise any increase to the precept.
- Wherever possible funds are earmarked for medium to long term projects to reduce the burden on the tax payer.

What has the Town Council agreed as the top three priorities to be tackled by the Town Council in the next three years?

- Upgrading buildings
- Establishing ownership of any outstanding areas / trusts
- Future-proofing of the Severn Ham and associated projects within the town
- Proactive within what is allowed with regard to the regeneration of the town
- Overhauling the web pages and making sure other technology is fit for purpose
- Education people about the duties and abilities of the Town Council and encourage engagement from all ages of the public

What formally documented objectives has the Town Council set for the Clerk and her staff for the next three years? Will these be published?

Objectives for all staff were contained within the job description for the first year of service. The Town Clerk's objectives are currently being reviewed. Objectives for staff will not be published.



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What efforts has the Town Council made to encourage people to stand as Councillors for the elections in May? What funding has been provided for this? Has the Town Council set any targets with regard to the number of Councillors that have stood for election rather than been co-opted?

The Town Council has used a series of posters and a video by National Association of Local Councils as the basis for their campaign to encourage people to stand as Councillors for elections in May. The series of posters have been shared on Facebook – both on the Town Council run pages and Tewkesbury Noticeboard, Tewkesbury Direct, the Town Council website, as well as on the Town Council noticeboards and other noticeboards around the town. There has also been a press release sent to the local media and on the Town Council website that encourages individuals to stand as Councillors. The link for the video on standing as a local Councillor was also shared via Facebook and Twitter. The three week campaign will continue to run up until 3rd April, when the nomination date closes. In addition, all Councillors have been encouraged to ‘spread the word’ that we are looking for individuals to stand as local Councillors and that no experience is required, just a passion for the community that they live or work in. No funding has been required for this campaign and no target has been set with regard to the number of Councillors that should stand for election.

What is the business case for the development of moorings on the Mill Avon? What is the projected income, expenditure and profit from the moorings over the next three years?

The development of the moorings on the Mill Avon is intended to improve the area for both residents and visitors. The replacement of the moorings at the back of Priors Court will provide moorings for long-stay boats. Over the past three years there have been boaters waiting for this type of mooring. The moorings should have a minimum lifespan of 10 yrs. Estimated income is £5,902.20 now that the Back of Avon is re-available and no longer solely available for 48 hour moorings.

What plans does the Town Council have for the development of the Watson Hall? What are the projected income, expenditure and profit for the Watson Hall over the next three years?

Due to the recent changes in the way the hall is promoted and run, it is not currently possible to give an accurate projection for income for the next three years. The budgeted income for 2019/20 is £15,000 which we are hoping to exceed. This figure does not include income relating to the bar or Town Council run events. The budgeted business as usual expenditure for 2019/20 is £12,000 increasing over the next two years by 3%. We are currently reviewing the project costs for the Watson Hall and are looking into funding opportunities. Since recent changes have been made, such as refurbishment and taking back control of the bar and improving service provision, bookings have increased. Prices in the bar have decreased and it is now stocking local beer from Inferno Brewery. The emergency lighting has been upgraded and a new cooker and fridge installed in the kitchen. The actual income for 2017/18 was £6,160. The budgeted income for 2018/19 was £8,500 and the actual to date for 2018/19 is £12,546. That represents a 100% increase on income from 2017/18 to 2018/19.

Regular weekly bookings have been made, including an NHS COPD exercise and assessment session twice a week. A trampoline exercise class and a weekly pole dancing class. Events are being booked by the Events Officer which include a music night and Easter fun day.



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Plans for development of the Watson Hall include reinvestment of some income from recent increased bookings and bar revenue.

Quotes have been obtained for the installation of stage lighting and PA unit which will support bookings that require lighting (currently hirers pay for rented stage lighting which is off-putting)

The Town Council is currently exploring two sources of funding that would enable major refurbishment to be undertaken. Current project work planned includes:

- Replacement of equipment for cleaning floor
- Floor resealed and treated
- Replacing the shutter in the bar with an electric shutter
- Replacing the stage lighting and upgrading the PA system.
- Installing an electric drop-down screen, together with a ceiling mounted projector. (Corporate enquiries are asking for this and it would increase the type of events that could be held at the Watson Hall.)

9. Date of next meeting – Monday 6th April 2020

The meeting closed at 19:26pm

Signature of Chairman upon approval of the minutes 1st April 2019