

MINUTES

of the

Remote Buildings & Moorings Committee meeting held on 22nd July 2020 via Zoom

Present: Cllrs C Danter (Chair); K Brennan, A Carter, J Raywood, S Raywood, A Rudge

In attendance: D Hill (Town Clerk)

The meeting commenced at 6.03pm.

B&M.20.055 Receive apologies for absence

Cllr Ken Powell (personal)

B&M.20.056 Receive declarations of interest

None received.

B&M.20.057 Receive dispensations

None.

B&M.20.058 Approve the minutes of the Building & Moorings Committee meeting held on 22nd June 2020

Subject to two small amendments to the attendee list, it was RESOLVED to approve the minutes of the Building & Moorings Committee meeting held on 22nd June 2020. Proposed by Cllr S Raywood, seconded by Cllr Rudge.

B&M.20.059 Matters arising from the minutes

B&M.20.033 – Tree work: Back of Avon proposed work requires planning permission. Carried forward.

B&M.20.043 - Compressor replacement warranty: The Town Clerk confirmed that the replacement part will be covered by a 12 month warranty. Complete.

B&M.20.044 – Location of cigarette bins in The Courtyard at the Watson Hall: The Town Clerk confirmed that the cigarette bins have been relocated. Complete.

B&M.20.045 – Honeybees: The Town Clerk reported that the Severn Ham is not an acceptable location for the Beekeeper. Complete.

B&M.20.054 – Town Clerk to liaise with Thomson & Bancks: Complete.

B&M.20.060 Receive correspondence relating to the Buildings & Moorings Committee

Correspondence has been received concerning an issue relating to moorings by Red Lane. **Action:** Town Clerk to liaise with member of the public.

The Town Clerk advised that the Town Council's insurance broker has recommended that CCTV should be reinstated at the Town Hall. **Action:** Town Clerk to progress.

B&M.20.061 Public Participation

None

B&M.20.062 Review the budget report

The budget report was reviewed.

B&M.20.063 Approve payments to be made

It was RESOLVED to approve payments totalling £24,397. Proposed by Cllr Rudge, seconded by Cllr S Raywood.

B&M.20.064 Ratify the following decisions made on 7th July 2020:

- i. **Approve the installation of six more flood proof posts at a cost of £400 each. 14 posts in total will be installed at St. Mary's Lane and at the Old Ferry Moorings**
- ii. **Approve the sanding down, making good and resurfacing of the floor in the Tudor Room at a cost of £1,240**
- iii. **Approve the purchase of eight parasols and bases for the Watson Hall courtyard**
- iv. **Approve jet washing to the courtyard area and the steps leading from the emergency access to the balcony at the Watson Hall**

It was RESOLVED to approve items i, ii, iii and iv. Proposed by Cllr Brennan, seconded by Cllr Rudge.

B&M.20.065 Appoint a Solicitor to seek advice on the legal position relating to the three Land Registry titles at the Watson Hall and Tewkesbury Museum

It was RESOLVED to appoint a Solicitor. It was noted that the budget for legal expenditure is the responsibility of the Finance Committee and accordingly the expenditure will need to be approved by this committee. Proposed by Cllr Danter, seconded by Cllr Rudge.

B&M.20.066 Discuss the Lead Member roles

Deferred to a future meeting due to the job description of the Events Officer being reviewed.

B&M.20.067 Review work programme

The work programme was reviewed.

B&M.20.068 Consider proposal to refresh sign writing on the gate emblems and push bar door signs at the Watson Hall

It was RESOLVED to approve the proposal to refresh the sign writing at a cost of around £635. Proposed by Cllr Rudge, seconded by Cllr S Raywood.

It was agreed unanimously to extend the meeting by 15 minutes.

B&M.20.069 Discuss and agree whether to let the Court Room at the Town Hall to Cards for Good Causes for the sale of charity Christmas cards and goods

The request was discussed and it was agreed unanimously that due to the COVID-19 pandemic and the requirement for social distancing the Town Council cannot agree to this request. There is a possibility that a room at the Watson Hall may be suitable.

B&M.20.070 Discuss a proposal to hold a fundraising event for Focus Cancer Support in place of an event cancelled in April 2020

Cllr Rudge pointed out that the proposal is in fact to raise funds for Tewkesbury Hospital. It was RESOLVED to make the Watson Hall available for this event at no charge. Proposed by Cllr Danter, seconded by Cllr Brennan.

B&M.20.071 Review the recent work completed to the side elevation window at Tewkesbury Museum

It was noted that there were some concerns about the finishing of this work. The Town Clerk has sent an email to the contractor raising these concerns. **Action:** Town Clerk to report back.

The meeting closed at 7.48pm

Signature of Chairman upon approval of the minutes 16th September 2020