

**MINUTES**  
**of a meeting of the Full Council**  
**held at the George Watson Memorial Hall on 19<sup>th</sup> July 2021 at 6.00pm**

**Present:** Cllrs J Raywood (Chair), P Aldridge, H Bowman, K Brennan, C Cody, C Danter, R Gurney, S Raywood, V Smith, M Sztymiak.

**In attendance:** D Hill (Town Clerk) & J King (Assistant Town Clerk), Rev Cannon P Williams & two members of the public

**21/22 - 15      To receive apologies for absence**  
Apologies were received from Cllr Carter (work), Cllr Powell (health), Cllr Devine (personal), Cllr Davis (health).

**21/22 - 16      To receive declarations of interest**  
Cllr Gurney re: appointment of himself to Severn Ham Committee  
Cllr Brennan re: Grant application from Tewkesbury in Bloom  
Cllr Aldridge re: Grant application from Tewkesbury in Bloom  
Cllrs Smith & Cody are Borough & County Councillors  
Cllr Sztymiak is a Borough Councillor

**21/22 - 17      To consider requests for dispensation**  
None requested.

**21/22 - 18      To receive written questions from member of the public**  
None received.

**21/22 - 19      Public Participation**  
There was no public participation.

**21/22 - 20      To note the Mayor's Announcements**

- Cllr Bowman has agreed to be the representative for Tewkesbury Town Council at the GAPTC AGM, if anyone else is interested in attending, please let the Clerk know.
- A reminder that the Trustees meeting for the George Watson Memorial Hall and Anglo-American Remembrance Garden will be held next week on Monday 26th July at 6pm in the Watson Hall. The Council is the sole trustee so all Councillors are invited to attend.
- An agent of the Mayor of Aarschot, Belgium, has approached the Town Council to enquire whether there is any appetite for a twinning association. The connection between the two communities is that, during the First World War, three families who escaped from Aarschot when the Germans invaded, were well looked after here in Tewkesbury for almost four years. Lifelong friendships were formed between the Belgians and their hosts.
- Following the news of flooding in Belgium and Germany, a message of empathy and support has been sent to the Mayor of Aarschot. The Mayor asked Councillors for ideas on how we can support the victims of the flooding.

- The Mayor attended the re-enactment of the progress of Queen Margaret of Anjou, from Gloucester to Tewkesbury, alongside the Mayors of Gloucester City and Tewkesbury Borough.
- A Community Governance Review within Tewkesbury Borough commenced on the 15th June and ends on 15<sup>th</sup> September. An invitation will be sent to Councillors this week regarding a working party meeting.

**21/22 - 21 To approve the minutes of the meetings held on 19<sup>th</sup> April 2021 and 21<sup>st</sup> June 2021**

It was RESOLVED to approve the minutes of the meetings held on 19<sup>th</sup> April 2021, subject to the alteration of the word 'Aldridge' to 'Bowman' in item 20/21-208. Proposed Cllr Brennan, seconded Cllr Danter.

It was RESOLVED to approve the minutes of the meeting held on 21<sup>st</sup> June 2021. Proposed by Cllr Bowman, seconded by Cllr Brennan.

**21/22 - 22 To note the following Committee minutes**

**Finance – 2<sup>nd</sup> March, 8<sup>th</sup> April & 6<sup>th</sup> May 2021**

**Buildings & Moorings – 24<sup>th</sup> March & 5<sup>th</sup> May 2021**

**Planning – 3<sup>rd</sup> March, 17<sup>th</sup> March, 31<sup>st</sup> March, 14<sup>th</sup> April & 28<sup>th</sup> April 2021**

**Staffing – 22<sup>nd</sup> March 2021**

**Severn Ham – 4<sup>th</sup> March & 22<sup>nd</sup> April 2021**

**Environment & Amenities – 10<sup>th</sup> March 2021**

The above minutes were noted.

Cllr Sztymiak requested an update on the issue raised by Twyning Scouts that has been referred to Buildings & Moorings. Buildings & Moorings are inviting a Scout representative to meet and discuss the proposed resolution.

**Action:** Cllr Sztymiak to be kept informed of the outcome.

Cllr Aldridge raised concerns about the Severn Trent contractor at Derek Graham. The Assistant Town Clerk advised that the tree had been removed and that the Council would repair the fence when the works were complete, and that the first compensation payment has been received.

**21/22 - 23 Matters arising from the minutes – for information only**

20/21-224 – Welcome back funds – information from Tewkesbury Borough Council on what initial money was spent on – no response received. **Action:** Town Clerk to contact Andy Sanders again.

20/21-224 – Welcome back funds – details from NALC circulated – complete.

20/21-226 – Buildings & Moorings – plan to split to return to Full Council in September

20/21-228 – Does Arrivall fall under the review of contributions made to expenditure incurred by other local authorities – GAPTC advised no – complete.

20/21-229 – Info on GMTF and GPFA to be circulated in case Cllrs wished to join – Town Clerk has circulated link re: GPFA. **Action:** GMTF information to follow.

21/22-13 Gloucestershire & Worcestershire Parish Council Association – Town Clerk to write to confirm wish to join – complete.

21/22-14 Write to Robert Jenrick MP to invite to visit Tewkesbury – complete.

**21/22 - 24**

**To receive Councillor reports for Tewkesbury Borough Council from Cllr Sztymiak and Gloucestershire County Council from Cllr Smith**

Cllr Sztymiak provided a written report covering:

- Reopening of the Public Services Centre
- Launch of £1m High Streets Heritage Action Zone – Cllrs raised questions about whether the amounts for this have changed. Action: Cllr Sztymiak to follow up.
- Grant action plan for the Welcome Back Fund has been submitted
- Bollards on the High Street are being removed on evening of 19<sup>th</sup> July, followed by a deep clean.
- 23<sup>rd</sup> September – Proposed date for Town and Parish Seminar.

Cllr Smith reported on the following:

- Junction 9 M5 talks remain at an impasse with Highways England. Cllr Smith will advise when the consultation is available
- GCC flood team have offered help and support to those flooded in Belgium and Germany.
- The Environment Agency will be installing a system of non-return valves and a large sump near Morrisons to prevent future road flooding and keep access to the open during times of flood. Design stage is complete.
- There has been a material failure on the A38 bypass. This will be resurfaced at no cost to the tax payer.
- Works on York Road will take an additional day due to the extreme heat.

A Cllr asked about the finances of GCC given the issues other councils are reporting. Cllr Smith advised that they are in a strong position and currently have a surplus. Costs in adult social care and getting schools back up and running continue to rise, but the Council is in a positive position.

Cllr Cody left the meeting at 7.40pm

**21/22 - 25**

**To receive the finance reports for April, May & June 2021 and earmarked reserve report**

The finance and earmarked reserve reports were received.

The Town Clerk drew attention to one invoice for £1,567 from Gloucestershire County Council regarding a one off pension payment relating to a redundancy from over a year ago. The earmarked reserves report shows the position at the start of the year.

A Cllr asked about the May report for Finance / ledger code 120 for £5,181.

**Action:** Town Clerk to investigate.

**21/22 - 26**

**To receive the bank reconciliations for Q1**

The bank reconciliations were received. The VAT reclaim has been submitted for Q1.

**21/22 - 27**

**To ratify the decisions made using the scheme of delegation**

It was RESOLVED to ratify the decisions made using the scheme of delegation. Proposed by Cllr Aldridge, seconded by Cllr Sztymiak.

**21/22 - 28**

**To receive the payments report from 1<sup>st</sup> April – 30<sup>th</sup> June 2021**

This is a new style report that will be included each month. Cllr Sztymiak stated that he was happy with the new style report and it provided all of the information needed. The payments report was received.

New wastage report from the Watson Hall bar will be reported to the Finance Committee. Cllr Aldridge requested information regarding the invoice from 6<sup>th</sup> May from Cellar Supplies and the expense claims of £350. **Action:** The Town Clerk advised that all these had been approved under the Covid Scheme of Delegation and is happy to provide the information again to Cllr Aldridge.

Cllrs Brennan and Bowman will be carrying out the internal control checks for Q1.

**21/22 - 29**

**To agree to pay the £10,000 2021 grant direct to Tewkesbury Abbey PCC**

There are three remaining events to the 2021 celebration. The Son et Lumiere will take place during the first week in November, the Tewkesbury Tapestry will be created in needlework, telling the story of Tewkesbury over time and the third strand is the Schools Education Programme, which educates the younger generation about the history of Tewkesbury. These events will cost £50,000, £2000 and £1000 respectively and are designed to benefit the whole town, not just the Abbey. The Son et Lumiere will be a ticketed event and any surplus will be used to start the funding of future events, particularly in the winter.

Tewkesbury Borough Council have donated £25,000 to the projects.

The Town Council would be recognised as a sponsor throughout the event.

It was RESOLVED to pay the £10,000 2021 grant to Tewkesbury Abbey Ltd, to be split as follows: £9,000 to Son et Lumiere, £500 to Tewkesbury Tapestry, £500 Schools Education Programme.

Proposed by Cllr Sztymiak, seconded by Cllr Bowman.

Cllrs Aldridge & Brennan did not vote in favour.

Cllr Smith left the meeting at 7.32pm.

**21/22 - 30**

**To consider and agree any grant applications**

It was RESOLVED to grant £1000 to Tewkesbury Alley Revival

Proposed by Cllr Brennan, seconded by Cllr Sztymiak.

It was RESOLVED to grant £1500 to Tewkesbury in Bloom

Proposed by Cllr Sztymiak, seconded by Cllr Danter.

**21/22 - 31**

**To agree that Cllr Gurney joins the Severn Ham Committee**

It was RESOLVED that Cllr Gurney joins the Severn Ham Committee.

Proposed by Cllr Brennan, seconded by Cllr Aldridge.

**21/22 - 32**

**To consider and agree the role of the ex-officio roles on Committees including whether they carry voting rights.**

It was RESOLVED that ex-officio roles shall remain and carry voting rights.

The casting vote on a Committee remains with the Chair.

Proposed by Cllr Brennan, seconded by Cllr Aldridge.

Cllr Aldridge questioned whether co-opted members on to a Committee have a vote. The Town Clerk advised that they do have a vote.

**Action:** Cllr Aldridge requested details of where this is stated in statute.

**21/22 - 33**      **To approve the Planning Working Group's response to: Outline application for residential development (up to 460 dwellings), a primary school, associated works, ancillary facilities and infrastructure, open space, recreation facilities and landscaping. Vehicular access from the A46(T) and Fiddington Lane.**

Cllr Danter thanked the planning working group for their detailed response and Cllr Raywood thanked Caroline Corsie for her input.

Subject to minor changes proposed by the Council, it was RESOLVED to approve the Planning Working Group's response to the above application.

Proposed by Cllr Bowman, seconded by Cllr Brennan.

It was RESOLVED to extend the meeting by 15 minutes.

Proposed by Cllr S Raywood, seconded by Cllr Brennan.

**21/22 - 34**      **To agree a response to the Boundary Commissions Consultation on Constituency Boundaries**

The Town Council propose that Isbourne Ward (including Ashchurch Rural) should remain part of Tewkesbury. It is suggested that Churchdown in its entirety becomes part of the Cotswolds, that Winchcombe is reunited with Tewkesbury and that Barnwood is reunited with Gloucester. The population numbers within the three constituencies would be roughly equal.

It was RESOLVED to approve the above response.

Proposed by Cllr Brennan, seconded Cllr S Raywood.

**21/22 - 35**      **To receive reports from members representing the Town Council on outside bodies**  
Written reports were received from TTRP, Hospital League of Friends, Trustees of Tewkesbury Commoners and the Gloucestershire & Worcestershire Parish Council Association.

Cllr Brennan advised that she had been to a meeting regarding the redesign of the Methodist Church. Plans will be available to the public at the end of the month and they were looking for further ideas.

**21/22 - 36**      **Correspondence**

U3A have been in touch to say that the Town Hall is inaccessible to wheelchair users. The Mayor referred them to the Mayor Making video and the intention to look into options for making the Anglo-American Garden more accessible and therefore access to the Town Hall better.

**21/22 - 37**      **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

**21/22 - 38 To consider and vote on the nomination for the GAPTC Executive Committee**  
It was RESOLVED that the Tewkesbury Town Council nomination for the GAPTC Executive Committee would be Richard Page.  
Proposed by Cllr Danter, seconded by Cllr Brennan.

**21/22 - 39 To consider the quotations received for the replacement toilet doors at Spring Gardens**  
It was RESOLVED to accept the quotation from Healthmatic for £11,600 to replace four toilet doors and one service door at Spring Gardens. The doors will be burgundy to match the existing paintwork.  
Proposed by Cllr Sztymiak, seconded by Cllr Aldridge.

There being no further business, the meeting closed at 8.12pm

Signature of Chairman upon approval of the minutes ..... 13<sup>th</sup> September 2021