

**MINUTES**  
*of the*  
**Buildings & Moorings Committee meeting held on 22<sup>nd</sup> September 2021 at 6pm in the  
Town Hall, Tewkesbury**

**Present:** Cllrs C Danter (Chair); P Devine, R Gurney, K Powell, S Raywood, J Raywood

**In attendance:** D Hill (Town Clerk)

**B&M.21.028 Receive apologies for absence**

Cllr Carter.

**B&M.21.029 Receive declarations of interest**

None.

**B&M.21.030 Receive dispensations**

None.

**B&M.21.031 Approve the minutes of the Building & Moorings Committee meeting held on 28<sup>th</sup> July 2021**

Subject to adding Cllr Powell as an apology, It was RESOLVED to approve the minutes of the Buildings & Moorings Committee meeting held on 28<sup>th</sup> July 2021. Proposed by Cllr Gurney, seconded by Cllr Devine.

**B&M.21.032 Matters arising from the minutes**

**B&M.20.107 – Tree work:** Back of Avon (Silver Birch by St. Mary’s Road) tree removed – complete.

**B&M.20.093 – Defibrillator quotes:** Rotary have agreed provisionally to help fund a defibrillator. Following up a suggestion to place one on High St. rather than Anglo American garden. Carried forward.

**B&M.20.127 – Repairs to windows at museum:** The Town Clerk confirmed the repair to the upstairs window is complete and Croft to attend site to rectify a couple of issues with the downstairs window they replaced.

**B&M.20.139 – Watson Hall balcony handrail:** The Events Officer will check the wording of the recommendation in the Structural Engineer’s report

**B&M.20.143 – Back of Avon retaining wall:** awaiting quote for work

**B&M.21.033 Receive correspondence relating to the Buildings & Moorings Committee**

The Town Clerk reported that four freedom of information requests had been received relating to this committee and that they had all been responded to.

**B&M.21.034 Public Participation**

None.

**B&M.21.035 Review the budget reports and earmarked reserves report**

The budget reports were reviewed.

**B&M.21.036 Approve payments to be made**

None.

**B&M.21.037 Consider budget requirements for 2022/23 and the forward budget**

This item was deferred to a Buildings & Moorings working group.

**B&M.21.038 Consider a proposal from Avon Navigation Trust in respect of collection of mooring fees and lease arrangements**

It was noted that Avon Navigation Trust has proposed to pay the Town Council two thirds of short-term mooring fees collected rather than one third for years 2022 and 2023 in light of the decision to not collect mooring fees in 2020 and 2021. It was RESOLVED to accept the proposal from Avon Navigation Trust subject to a minimum amount of £1,200 for 2022 and 2023. Proposed by Cllr Bowman, seconded by Cllr Brennan.

**B&M.21.039 Note the settlement in respect of the insurance claim for damage to a painting and to agree the preferred specialist**

The Town Clerk reported that insurers had settled the claim for the damaged painting for the sum of £3,030 less at £250 excess. The options for repair were discussed and the detailed information will be reviewed at the next committee meeting. **Action:** Town Clerk to add to the next agenda.

**B&M.21.040 Receive an update on the following ongoing matters:**

- a. Museum funding project – the Town Clerk advised that a meeting will be arranged with the Orchard Fundraising
- b. Replacement flagpoles at the Town Hall – the Town Clerk is liaising with the contractor to arrange a date for these to be installed
- c. Health & Safety inspection of pictures and hangings in the Council Chamber – the Town Clerk advised that two contractors are required to undertake this work and need to liaise regarding work required and availability to undertake the work
- d. Grant improvement works at the Watson Hall – the first phase will be the new flooring and the front door with the remaining fire exit doors to follow
- e. Fencing work at Priors Court and St. Mary's Road – the Town Clerk advised that four contractors had been contacted for quotes for repair works to both fences. To date only one quote has been received for both sites. Due to the urgency of the repair works at St. Mary's Road the committee felt that the repair work should go ahead as soon as possible. It was RESOLVED to repair and replace and repair the fence and posts at St. Mary's Road at a cost of £1894.88. Proposed by Cllr Brennan, seconded by Cllr Danter
- f. Priors Court specialist reports – the Town Clerk and Cllr S Raywood have met to discuss the reports required and enquiries for these reports have been submitted
- g. Ownership of moorings adjacent to car park at St. Mary's Lane – the Town Clerk reported that following an enquiry made with Tewkesbury Borough Council, this area of mooring is unregistered and it is believed

was passed to the Town Council under a Statutory Instrument and accordingly will form part of the Town Council's Land Registry project

**B&M.21.041 Discuss and agree recommendations from the Climate Control Working Group**  
Current recommendation impacting on this committee are the water refill point at the Town Hall, carbon neutral projects for buildings and the insulation of the pipes in the basement at the Town Hall.

**B&M.21.042 Review the work programme**  
The work programme has now been transferred into Excel.

There being no further business the meeting closed at 7.55 pm.

Signature of Chairman upon approval of the minutes ..... 17<sup>th</sup> November 2021