

**MINUTES**  
**of a meeting of the Full Council**  
**held at the George Watson Memorial Hall on 8<sup>th</sup> November at 6.00pm**

**Present:** Cllrs J Raywood (Chair), P Aldridge, K Brennan, P Brookes, C Cody, H Davis, P Devine, R Gurney, K Powell, S Raywood, M Sztymiak, V Smith

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

**21/22 - 80 To receive apologies for absence**  
Apologies were received from Cllr Bowman (personal) & Cllr Danter (health).

**21/22 - 81 To receive declarations of interest**  
Cllr Sztymiak – Tewkesbury Borough Councillor  
Cllr Cody – Tewkesbury Borough Councillor & Gloucestershire County Councillor  
Cllr S Raywood – Employed by the Planning Inspectorate

**21/22 - 82 To consider requests for dispensation**  
Dispensation granted to Cllr S Raywood to speak on item 21/22-92.

**21/22 - 83 To receive written questions from member of the public**  
No questions were received.

**21/22 - 84 Public Participation**  
There was no public participation.

**21/22 - 85 To note the Mayor's Announcements**

- Recent Mayoral engagements – Festival of Lights at Tewkesbury Abbey, opening the new galley for Sea Cadets, COP march and lighting the Town bonfire.
- Remembrance Parade reminder – Cllrs to meet at the Town Hall at 9am.
- Short of marshals for the Remembrance Parade. If anyone would like to volunteer, please contact the office.

**21/22 - 86 To approve the minutes of the meeting held on 11<sup>th</sup> October 2021**  
It was RESOLVED to approve the minutes of the meeting held on 11<sup>th</sup> October 2021. Proposed by Cllr Cody, seconded by Cllr Powell.

**21/22 - 87 Matters arising from the minutes – for information only**  
20/21-224 – Welcome back funds. Town Clerk has had a follow up meeting and the information on the funds remaining has been provided. It is hoped to obtain funding for cycle racks, improved Riverside Walk signage, deep cleansing of alleys and main streets and possibly a winter festival.

21/22-46 - Cllrs requested information on the objections previously raised regarding the Mythe Planning Application - complete

21/22-74 – Museum Update – Cllr Sztymiak requested report on works done and associated costs – ongoing, pending final funding from historic England

The health and safety work required to facilitate a return to the Council chamber is due to take place in November.

**21/22 - 88** To note the following Committee Minutes: Planning – 1<sup>st</sup>, 16<sup>th</sup> & 29<sup>th</sup> September 2021, Environment & Amenities – 7<sup>th</sup> September 2021, Buildings & Moorings – 22<sup>nd</sup> September 2021, Severn Ham – 23<sup>rd</sup> September 2021, Staffing – 27<sup>th</sup> September 2021, Finance – 30<sup>th</sup> September 2021

The above minutes were noted.

A Cllr asked about CIL funding and asked if it could be on the agenda, even if it was to record that there was no funding received. Cllr S Raywood advised that a twice yearly item would be sufficient, as it is only paid in April or September.

**Action:** CIL funding to be added to the Planning agenda each April & September

**21/22 - 89** To receive Councillor reports for Tewkesbury Borough Council and Gloucestershire County Council

Cllr Smith provided the report from GCC

- Cllr Smith congratulated the Town Council on winning 'Build Back Better' grant and also congratulated the Abbey on the Festival of Lights.
- Traffic lights at Morrisons – the first phase of the flood alleviation scheme has started. Work will take until 26<sup>th</sup> November and there will be some disruption. Phase two will be the installation of a sump and will be carried out in partnership with the Environment Agency.
- Cllr Aldridge asked if the traffic lights could be altered on the 21<sup>st</sup> November (Christmas Lights Switch On) in order to facilitate a better flow of traffic into and out of the town. Cllr Smith will raise this with Highways.

Cllr Sztymiak provided the report from TBC which covered:

- Planning application on Bredon Road
- Public consultation on the Tewkesbury Borough local plan
- Use of the Welcome Back Fund
- Free parking in the Town on 21<sup>st</sup> November and 4<sup>th</sup> & 18<sup>th</sup> December
- High Court challenge on the bridge over the railway line at Ashchurch

**21/22 - 90** To receive the finance reports for September 2021 and earmarked reserve report  
The finance and earmarked reserve reports were received.

Main item to highlight is that the full amount of precept has now been received.

Cllr Smith left the meeting at 6.25pm

Following the recent Finance Committee meeting, question has been raised with GAPTC regarding how movements from earmarked reserves should be treated and what is best practice.

A Cllr asked about stock balance for Watson Hall and why there is not an opening balance, sales and then closing balance. The Town Clerk advised that the accounting rules for Councils are different, but that there are regular stock takes and the stock is accounted for at year end. **Action:** Town Clerk to investigate whether it is possible to show this information in the accounting package.

- 21/22 - 91**      **To receive the payments report for September 2021**  
The payments report was received.
- 21/22 - 92**      **To consider and agree the Planning Committee's response to planning application 20/00008/OUT at land east of Bredon Road off Tewkesbury Road**  
Prior comments have been looked at by the Planning Committee and the only changes submitted were regarding transportation.
- The Town Council continues to object to the planning application in the strongest possible terms. Councillors were advised that it is only possible to object to matters that can be backed up by planning policy.
- It was noted that the developer has stated that the development is outside the scope required for an Environmental Impact Assessment. Cllrs felt that this should be carried out.
- It was RESOLVED to approve the Planning Committee's response to the planning application, subject to the inclusion of a request that an Environmental Impact Assessment be carried out. Proposed by Cllr Brennan, seconded by Cllr Cody.
- 21/22 - 93**      **To consider and agree to remove the upper limit on the number of Councillors on a Committee but to retain the current quorum for each Committee**  
Cllrs put forward many views regarding this topic. Overall it was felt that being on a committee gives new Cllrs a way of getting involved quickly with areas that interest them and that if someone is interested in joining a committee, that should be encouraged.
- It was RESOLVED to remove the upper limit on the number of Councillors on a Committee but to retain the current quorum for each Committee (with the exception of the Staffing Committee, which will remain as at present)  
Proposed by Cllr Sztymiak, seconded by Cllr Devine.
- 21/22 - 94**      **To note that the review of the Employee Handbook will be undertaken by the Town Council's HR Adviser**  
The review was noted.
- 21/22 - 95**      **To review the Publication Schedule**  
The publication schedule was reviewed and accepted without change.
- Action:** It was requested that contact details and information about publication schemes be placed in the noticeboards for those who do not have internet access. The Town Clerk advised that this would have to be a small notice, as the noticeboards are generally quite full with the legally required documents.
- 21/22 - 96**      **To consider and agree the minor updates to the Planning Pre-Application Discussions Policy**  
Changes were regarding clarity, spelling, punctuation and grammar. It was RESOLVED to approve the minor updates to the above policy. Proposed by Cllr S Raywood, seconded by Cllr Gurney.

**21/22 - 97 To consider and agree grant applications**

There were no grant applications.

**21/22 - 98 To resolve that the press and public are excluded due to the confidential nature of the business under Public Bodies (Admissions to Meetings Act) 1960 s.1 (2)**

It was RESOLVED to exclude the press and public due to the confidential nature of the business under Public Bodies (Admissions to Meetings Act) 1960 s.1 (2)

Proposed by Cllr Brennan, seconded by Cllr Davis.

**21/22 - 99 To receive the report on the prospects for fundraising in support of 64 Barton Street, Tewkesbury and to agree any next steps**

Cllr J Raywood declared an interest and left the meeting at 7.05pm.

The Chair was taken by Cllr S Raywood.

The Town Clerk advised that all recent reports on the building condition had been provided to Orchard Fundraising.

Cllrs discussed the findings of the report and the next steps for the process. It was felt that there was insufficient information at present to decide on a way forward.

It was RESOLVED that Town Clerk should seek legal advice on this matter.

Proposed by Cllr Aldridge, seconded by Cllr Devine.

There being no further business, the meeting closed at 7.36pm

Signature of Chairman upon approval of the minutes .....