

**MINUTES**  
*of the*  
**Buildings & Moorings Committee meeting held on 13th April 2022 at 6pm in the Town  
Hall, Tewkesbury**

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

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

**B&M.21.094 Receive apologies for absence**  
Cllr Brennan.

**B&M.21.095 Receive declarations of interest**  
Cllr J Raywood in relation to Tewkesbury Museum (item 21.109).

**B&M.21.096 Receive dispensations**  
Cllr J Raywood in relation to Tewkesbury Museum (item 21.109).

**B&M.21.097 Approve the minutes of the Buildings & Moorings Committee meeting held on 8<sup>th</sup> February 2022**  
Addition of Cllr Brennan as present at the meeting.  
It was RESOLVED to approve the minutes of the meeting held on 8<sup>th</sup> February 2022.  
Proposed by Cllr Bowman, seconded by Cllr Devine.

**B&M.21.098 Matters arising from the minutes – for information only**

- 20.093 Defibrillator** – An offer has been received to fund a defibrillator at Spring Gardens toilet block. The Ambulance Service had advised that the High Street would be the ideal location for a new defibrillator.
- 20.127 Repairs to window at 64 Barton Street** – Town Council to ask Ian Bishop to check.
- 20.139 WH balcony handrail** – carry forward.
- 20.143 Back of Avon retaining wall quote** – carry forward.
- 21.048 Access point to river for small craft** – Following a meeting with British Canoeing, the mooring adjacent to St Mary's Lane may be suitable, but the Old Ferry jetty would be a suitable access point and a quick win in terms of access for SUP by removing a section of the jetty and installing steps
- 21.051 Format of payments lists** – complete
- 21.086 Repairs to Back of Avon moorings 1 & 2 (boat trips access point)** - work complete
- 21.087 Back of Avon replacement mooring** – awaiting pricing information from Avon Navigation Trust.
- 21.088 Structural Engineer instruction for walls at St. Mary's Road** – the Structural Engineer attended on 13<sup>th</sup> April. Report awaited.

- B&M.21.099 Receive correspondence relating to the Buildings & Moorings Committee**  
None.
- B&M.21.100 Public Participation**  
None.
- B&M.21.101 Approve payments to be made**  
It was RESOLVED to approve payments totalling £18,736.76. Proposed by Cllr Brennan, seconded by Cllr Gurney.
- B&M.21.102 Review the budgets report and earmarked reserves report**  
The Town Clerk highlighted the Moorings income budget having been met in financial year 2021/22. Cllr J Raywood thanked staff for efforts in respect Town Hall, Watson Hall and bar income.
- B&M.21.103 Agree earmarked reserves and virements at the end of the financial year 2021/22**  
The following earmarked reserves were proposed:  
Moorings Maintenance £335 to EMR Moorings Maintenance (new)  
Moorings Projects, £2,100 to EMR 349 Moorings Projects  
64 Barton Street Projects, £6,538 to EMR 64 Barton Street Fundraising (new)  
Town Hall Maintenance, £3,972 to EMR Town Hall Maintenance (new)  
Town Hall Projects, £12,100 to EMR 354 Town Hall Projects  
War Memorial Maintenance, £300 to EMR 328 War Memorial  
It was RESOLVED to approve the new earmarked reserves. Proposed by Cllr J Raywood, seconded by Cllr Devine.
- B&M.21.104 Note emergency expenditure relating to health & safety concerns on the Back of Avon mooring**  
The emergency repairs to the Back of Avon mooring were noted at a cost of £2,100.
- B&M.21.105 Note the specialist reports relating to Prior's Court mooring**  
It was noted that access for repairs would need to be from water side as well as land side, use of the moorings may increase noise for neighbours and that there was no evidence of otter or water vole in the area. There would be no impact to require any further investigation regarding HRA screening.
- Cllr Gurney left at this juncture.
- B&M.21.106 Approve the installation of lighting in the Anglo American Garden of Remembrance**  
It was RESOLVED to approve the installation of lighting in the Anglo American Garden of Remembrance at a cost of £375. Proposed by Cllr Devine, seconded by Cllr J Raywood.
- B&M.21.107 Consider whether to apply for Listed Building Consent to instal a defibrillator at the front of the Town Hall**  
It was noted that the Ambulance Service had recommended the High Street as the most suitable location for a new defibrillator. Accordingly it was agreed that Listed Building Consent should be sought.

**B&M.21.108 Agree to apply for apply for approval to hold civil ceremonies at the Watson Hall at a cost of £2,500 for a three year licence**

It was RESOLVED to apply for approval to hold civil ceremonies at the Watson Hall. Proposed by Cllr J Raywood, seconded by Cllr P Devine.

**B&M.21.109 Receive an update on grant funding for 64 Barton Street and to consider and agree in principle a proposal from Tewkesbury Museum Trustees to undertake internal alterations**

The Town Clerk reported that a grant funding application in the region of £150k will be submitted to Historic England hopefully by the end of May. Cllr J Raywood briefed the committee on plans to make the whole of the ground floor accessible. The committee agreed in principle in favour of these adaptations.

**B&M.21.091 Receive updates on the following ongoing matters:**

- i. **Town Hall: Health & Safety inspection of pictures and hangings in the Council Chamber, lighting in the Town Hall garden & Anglo American Garden of Remembrance, installation of CCTV, improvements to heating in the Town Hall, garden improvements**

Pictures – waiting for a date for re-hanging. Lighting in garden complete and approved for Anglo-American garden. CCTV complete. Heating improvements planned for Spring/Summer. Town Hall garden – back of Lloyds Bank – possibly incorporate into Town Hall garden working group. Looking at accessibility and repointing of wall adjacent to waterside.

- ii. **ii. Moorings: repairs to wall at Back of Avon, survey of walls at St Mary's Road, ANT lease, Old Ferry mooring**

Repairs to wall ongoing. Survey of walls was done on 13<sup>th</sup> April, report awaited. Avon Navigation Trust Lease - Town Council has responded to Thomson & Bancks. Old Ferry mooring, work to be undertaken to remove one section of the existing mooring for accessibility for paddleboarders, kayaks etc and to establish whether there are existing steps that could be used. Additional work may be required following the removal.

There being no further business the meeting closed at 19.50.

Signature of Chairman upon approval of the minutes ..... 31<sup>st</sup> May 2022