

MINUTES
of a meeting of the Full Council
held at the George Watson Memorial Hall on 13th June 2022 at 6.00pm

Present: Cllrs S Raywood (Chair), P Aldridge, K Brennan, P Brookes, C Cody, C Danter, P Devine, K Powell, J Raywood, M Sztymiak.

In attendance: D Hill (Town Clerk), J King (Assistant Town Clerk), Rev D Coulton & 1 member of the public.

22/23 - 32 To receive apologies for absence
Apologies received from Cllr Bowman (health), Cllr Gurney (personal), Cllr Smith (personal).

22/23 - 33 To receive declarations of interest
Cllr Brennan declared an interest in the grant application received.
Cllr Cody declared an interest in the grant application received.

22/23 - 34 To consider requests for dispensation
None required.

22/23 - 35 To receive written questions from members of the public
None received.

22/23 - 36 Public Participation
There was no public participation.

22/23 - 37 To note the Mayor's Announcements

- Tickets are available for the Handlebards performance of Twelfth Night on 7th July for Mayor's charities.
- Mayoral events attended – Platinum Jubilee celebrations - Beacon lighting, Vintage Party and Civic Service. The Big Weekend, awards evening for the Boys' Brigade and the start of the Cycle Race.
- Upcoming – Civic service at Worcester City and invites from Upton upon Severn and Evesham.
- Tewkesbury in Bloom judging day on 4th July at 10am – any Cllr who would like to help weeding, please contact Cllrs Aldridge or Brennan.
- There are three Councillor vacancies at present.

22/23 - 38 To approve the minutes of the meeting held on 9th & 16th May 2022
It was RESOLVED to approve the minutes of the meeting held on 9th May 2022.
Proposed by Cllr Brennan, seconded by Cllr Cody.

It was RESOLVED to approve the minutes of the meeting held on 16th May 2022.
Proposed by Cllr J Raywood, seconded by Cllr Danter.

Cllr Aldridge requested that it was noted that he believes the signature at the bottom of each set of minutes should say Mayor rather than Chairman.

- 22/23 - 39** **Matters arising from the minutes – for information only**
21/22-120 – Bar working group – Town Clerk is organising for independent auditor to meet with bar working group.
- 21/22-147 –Cycle storage and Riverside Walk signs – **Action:** Cllr Cody to follow up.
- 22/23-10 Incorrect net expenditure figure for Severn Ham in the accounts – Issue resolved and complete.
- 22/23-11 Bus shelter cleaning – Assistant Town Clerk advised Cllrs when they had been completed and any issues were reported back – complete.
- 22/23-13 Site visit to the Mythe with Gloucestershire Wildlife Trust – has been organised for 19th July at 4pm.
- 22/23-23 Media Policy – on the agenda for this meeting.
- 22/23 - 40** **To note the following Committee Minutes: Buildings & Moorings – 13th April 2022, Planning – 6th & 20th April 2022, Finance – 4th April 2022, Staffing – 25th April 2022**
The above minutes were noted.
- Cllrs were reminded that these items were just for noting and queries should be raised with the committees. All Cllrs are also welcome to attend all committee meetings if they are interested.
- 22/23 - 41** **To receive the finance reports for April 2022 and earmarked reserves report**
The reports were received.
A query was raised regarding whether the precept figure had been included in the finance committee number. **Action:** Town Clerk to investigate.
- 22/23 - 42** **To receive the payments report for April 2022**
The reports were received.
- 22/23 - 43** **To receive the financial reports and bank reconciliations for the Town Council for the year ending 31st March 2022**
The reports were received.
- 22/23 - 44** **To approve the Balance Sheet and Income & Expenditure Account for 31st March 2022**
A Cllr asked about the stock figure and the report from the independent auditor. The Town Clerk advised that she is setting up a meeting for the bar working group with the independent auditor and that the stock figure was taken from the work done by the independent auditor.
- It was RESOLVED to approve the Balance Sheet and Income and Expenditure Account for 31st March 2022.
Proposed by Cllr J Raywood, seconded by Cllr Brennan.
- 22/23 - 45** **To consider and approve the Annual Governance Statement 2021-22**
The Town Clerk advised that the answers on the Annual Governance Statement had been agreed with the internal auditor. The internal auditor is appointed by the

Council and is not an internal member of staff, this year the audit was carried out by GAPTC.

It was RESOLVED to approve the Annual Governance Statement 2021-22.

Proposed by Cllr Cody, seconded by Cllr J Raywood.

22/23 - 46

To consider and approve the Accounting Statements 2021-22

The Town Clerk advised that some figures for 2020-2021 have been restated following advice from the external audit. It was advised that the following happen: The £20,000 that is held by the George Watson Memorial Trust as funds from the lease of the building to the Town Band, be removed from the accounts. The asset value of all buildings held by the George Watson Memorial Trust should be removed from the accounts. For clarity, this has been taken to include all of the George Watson Memorial Hall, the Saffron Road Rehearsal Room and 64b Barton Street (Museum building)

It was RESOLVED to approve Accounting Statements 2021-22.

Proposed by Cllr Aldridge, seconded by Cllr Danter.

22/23 - 47

To agree an update to the membership of the Severn Ham Committee following a change in the Clerk to the Commoners

It was RESOLVED to approve Malachy Cornwell-Kelly as the new representative of the Commoners on the Severn Ham Committee, following his appointment as replacement Clerk to the Commoners, and the resignation from the committee of Alan Purkiss.

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

Cllr Aldridge thanked Mr Purkiss for his work on the Severn Ham Committee over many years.

22/23 - 48

Review of the Council's policy for dealing with press / media

It was RESOLVED to adopt the updated Media Policy.

Proposed by Cllr Aldridge, seconded by Cllr Brennan.

Cllr Cody left the meeting.

22/23 - 49

To consider and agree grant applications from outside bodies

A request was received from Tewkesbury Rejuvenation Initiative.

Cllrs felt that there was insufficient information on the application and invited the TRI to attend the next meeting. **Action:** Town Clerk to invite TRI to attend.

22/23 - 50

To approve the payments list

There was no payments list.

22/23 - 51

Correspondence

Note of thanks received from Geraldine Liddy for the grant for the Medieval Festival.

There being no further business, the meeting closed at 7.13pm.

Signature of Chairman upon approval of the minutes 11th July 2022