

MINUTES

of the

Buildings & Moorings Committee meeting held on 29th September 2022 at 6.00pm in the Town Hall, Tewkesbury

Present: Cllrs C Danter (Chair), H Bowman, K Brennan, P Jones, K Powell, S Raywood
One member of the public

In attendance: D Hill (Town Clerk)

B&M.22.053 Receive apologies for absence
Cllr Gurney.

B&M.22.054 Receive declarations of interest
None.

B&M.22.055 Receive dispensations
None.

**B&M.22.056 Approve the minutes of the Buildings & Moorings Committee meeting held on
28th July 2022**
It was RESOLVED to approve the minutes of the meeting held on 28th July 2022.
Proposed by Cllr Brennan, seconded by Cllr H Bowman.

B&M.22.057 Matters arising from the minutes – for information only
20.127 Repairs to window at 64 Barton Street - IB to complete when working on
the roof
20.139 WH balcony handrail – complete and new rules for entry to balcony now in
place (no U5 year olds and up to age 14 must be accompanied by an adult)
20.143 Back of Avon retaining wall quote (and St Mary’s Road walls) – it was
noted that there are also two other walls that need work carrying out (at rear of
Watson Hall garden and St Mary’s Road mooring). The Town Clerk advised a
contractor had recently looked at the work and is awaiting further contact.
22.048 Agree Councillors to assess basement storage in Town Hall – Cllrs Danter
and Bowman to look
22.052 Wall repairs at rear of Watson Hall – see 20.143 above

B&M.22.058 Receive an update from the Events & Venues Manager
The committee received an update from R Blockley, Events & Venues Manager.
Bookings – Watson Hall is busy with wakes, birthday parties etc, private meetings
and regular users. Three weddings so far booked in for 2023. Also, a variety of music
events, comedy etc.
Bar – some staffing issues, but these have hopefully been resolved.
Town Hall – busy with regular users, limited opportunity for more bookings due to
limitations

Events – there is a varied programme of events and the office would like to encourage councillors to attend events

Various – sorting fire risk assessments, wedding packages, stage curtains (final measure), doors and floors project – nearly complete. Need a handle on the outside of the bar exit door

Tewkesbury Live – currently working on sponsorship opportunities and band scheduling

B&M.22.059 Receive correspondence relating to the Buildings & Moorings Committee

Two emails had been received as follows:

Email one

The residents of St Mary's Lane held a garden party in the Quaker Burial ground to celebrate the Queen's Jubilee.

A sum of money was raised at the party for purchasing a tree to plant in the green area next the mooring by Tannery Court.

I understand from the lady who raised the money, she had confirmation from the Town Clerk that a tree can be planted and she is still waiting for confirmation which variety of tree can be planted. Has any progress been made by the town council on choosing the variety of tree?

The Town Councils needs to understand very carefully about the tree variety due to the limitations of the site. Consider formation of a working group to look at possible use of the site Cllr Danter, Cllr Bowman, Cllr Powell and member of the public up to two – to be confirmed.

Action: Town Clerk to speak to Matt Hale about suitable tree varieties for the garden area at St. Mary's Road mooring.

Email two

At the meeting of the B&M committee on 21/06/22 a case was made in a written question by the Civic Society for the land associated with the moorings near Tannery Mews to be made accessible to the public.

You were asked to recognise the importance of the Riverside Walk and take that into account when considering options.

It was proposed that the committee, or its working group perhaps more appropriately, devote the time to seriously consider all options, constraints and benefits before deciding on a course of action.

The case included the proposition that three-bar fencing be used to strengthen the sense that this was part of the Walk, it was pointed out that this was done elsewhere on the Walk and you were asked to recognise and repeat this.

So it was with some surprise that we see the minutes of that meeting simply record a decision to replace the present ugly wire fencing with metal hoop topped fencing in a position that seems to deny public access, without any reference to the use to which the land would be put, or not put, and why it was decided to not use three-bar fencing?

From the documentation we have no idea if a serious discussion took place, has ever taken place, about the use that land should be put to nor whether the committee attaches any importance to playing what part it can in making the most of the Riverside Walk.

This is yet another example of a lack of narrative in the minutes to explain why decisions are made and/or requests/proposals ignored/rejected.

As no explanation for the decisions reached is recorded they are "Wednesbury unreasonable" and as such unlawful.

What will the committee do to correct matters?

Post meeting response and action: consideration to be given to open up the area for benches to the right of the access path. The area to the left of the path to be tidied up and a new tree planted as per email one above.

B&M.22.060 Public Participation

None.

B&M.22.061 Approve payments to be made

It was RESOLVED to approve the payments list totalling £11,263.72. Proposed by Cllr Bowman, seconded by Cllr Danter.

Post meeting note: The payment to A Star Traffic Management was for £360, not £300 (VAT had accidentally been excluded from the payments list). Therefore, the payment list totalled £11,323.72.

B&M.22.062 Review the budget reports and earmarked reserves report

The budget report was reviewed. The Town Clerk advised that an adjustment is to be made to moorings income in respect of a summer mooring retainer payment and that moorings income for 2022/23 is unlikely to achieve the budgeted figure. Town Hall income is also unlikely to achieve the budgeted figure. This figure was a stretch target and will need to be reviewed when budgeting for 2023/24. Watson Hall income is on target to achieve the budgeted figure. The earmarked reserves report was reviewed and the recent release of earmarked reserves relating to this committee were noted.

B&M.22.063 Approve the purchase of 50 replacement chairs for the main bar in the Watson Hall

It was resolved to delegate authority to the Town Clerk to purchase 50 replacement chairs at a cost of up to £4000. Proposed by Cllr Powell, seconded by Cllr Brennan.

B&M.22.064 Retrospectively approve the appointment of Integrated Design Partnership for

M&E Condition & Recommendations report at a cost of £2,500, South West Surveys for a measured buildings survey at a cost of £1,928 and to note the appointment of Sharpe Ecology for a preliminary bat survey at a cost of £295, all at 64 Barton Street

Proposed by Cllr Danter, seconded by Cllr Jones.

B&M.22.065 Receive an update from the Town Clerk in respect of the grant funding application to the MEND fund and to note that costs incurred to date relating to the application can be counted towards the partnership funding amount

The Town Clerk reported that an application had been submitted to the MEND fund for internal and external repairs and also for some internal reconfiguration work. If successful it is hoped that the partnership funding of 5% has already been covered by the Town Council. The outcome is expected by the end of March 2023.

B&M.22.066 Receive an update from the Town Clerk in respect of legal work relating to license of the garden at the Watson Hall, lease to Avon Navigation Trust, land registration and lease/licenses with Tewkesbury Museum Trustees

The Town Clerk reported that progress has stalled in respect of the work on the lease to Avon Navigation Trust and the license for the garden to the rear of the Watson Hall. This matter has been escalated. The Town Clerk is looking at options for the registration work to proceed.

B&M.22.067 Agree dates for working groups to meet to review the work programme and ongoing moorings matters

It was agreed to hold an additional Buildings & Moorings Committee meeting on Monday 17th October at 6pm.

It was resolved to extend the meeting by 15 minutes. Proposed by Cllr Bowman, seconded by Cllr Jones

B&M.22.068 Consider the budget requirement for 2023/24 and consider the forward budget

The committee considered the need to review upwards considerably the amount budgeted for energy costs at the Town Hall and the Watson Hall. Moorings income and Town Hall income to be reduced slightly and the Watson Hall income still to be reviewed. The budget will be reviewed in more detail at the next committee meeting when the six month position is confirmed.

The time being 20:15, the meeting was declared closed.

Signature of Chairman upon approval of the minutes 17th October 2022