

MINUTES
of an extraordinary meeting of the Full Council
held at the Tewkesbury Town Hall on 30th November 2022 at 6.00pm

Present: Cllrs S Raywood (Chair), P Aldridge, H Bowman, K Brennan, P Brookes, P Jones, R Langdon, R Gurney, K Powell, J Raywood, M Sztymiak.

In attendance: D Hill (Town Clerk), J King (Assistant Town Clerk) & three members of the public.

22/23 - 121 To receive apologies for absence

Apologies received from Cllr Cody (work), Cllr Smith (personal), Cllr Robertson (personal), Cllr Danter (health).

22/23 - 122 To receive declarations of interest

Cllr Sztymiak – Tewkesbury Borough Councillor
Cllr S Raywood – item 10 regarding local planning, employed by the Planning Inspectorate.

22/23 - 123 To consider requests for dispensation

None required.

22/23 - 124 To consider the application for co-option to Tewkesbury Town Council and to receive a short presentation from the applicant

It was RESOLVED to co-opt Alan Hayes to Tewkesbury Town Council.
Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

22/23 - 125 To receive written questions from members of the public

Questions were received regarding the proposed budget; particularly regarding the increase in staffing budget, the doubling of insurance costs and details of projects within specific projects cost codes, including Tewkesbury Live, from a member of the public. A response to the questions will be sent by the Town Clerk.

22/23 - 126 Correspondence

Request was made for assistance from Rotary, to assist Father Christmas and his sleigh in Mitton on Wednesday 7th December. Please meet at car park near Woody's at 5.30pm.

22/23 - 127 Public Participation

A member of the public asked if we had stopped accepting apologies for absence. They wished to raise that there were no minutes from the last meeting, matters arising or a report from the Clerk or Chairman. They noted that there was often only one item of correspondence in a month and wondered if there was an issue with the email system. They would like to see the Tewkesbury Borough Council and Gloucestershire County Council reports on the website. Have the retained contractors been reviewed as there is a company which no longer exists (Square One). Question regarding the budget – there is income for the bar, but no budget for the bar expenditure.

Post meeting response: As it is an extraordinary meeting, there are no minutes from the last meeting, matters arising or reports from the Clerk or Chairman. There are

no issues with the email system. It is noted that it would be ideal for the reports from TBC and GCC to be in the meeting pack and therefore on the website. This depends on them being submitted in time for the publishing of the meeting pack. The retained contractors have been reviewed and Square One still exists. The budget for the bar is not one cost centre, but several which cover, bar equipment, bar stock and bar salaries.

22/23 - 128 To note reports from Tewkesbury Borough Council and Gloucestershire County Council previously circulated to members

The reports were noted.

22/23 - 129 To approve the appointment of Cllr Robertson as a Tewkesbury Museum Trustee, as a Tewkesbury Town Council representative.

It was RESOLVED to appoint Cllr Robertson as a Tewkesbury Museum Trustee, as a Tewkesbury Town Council representative.

Proposed by Cllr Aldridge, seconded by Cllr Bowman.

The Chair was taken by Cllr Sztymiak and Cllr S Raywood left the meeting.

22/23 - 130 To review and approve the Planning Committee's response to the Section 19 consultation documents for the South Worcestershire Development Plan

It was RESOLVED to approve the Planning Committee's response to the Section 19 consultation documents for the South Worcestershire Development Plan subject to the following three amendments:

Q5. Removal of the words 'that area is considerably strained' and inclusion of the words 'and the road has to be closed on occasions' after the words White Bear.

Q7. The inclusion of the following sentence 'As a council, we look for betterment from any development, regarding flood alleviation measures' at the end of paragraph 2.

Q7. The final paragraph to now read: 'Tewkesbury Town Council has voted to strenuously oppose policy SWDPR 54 on the grounds that it cannot be convinced that there will not be unforeseen harm and severe adverse effects on those who live and work in our parish.'

It was also requested that the box 'Yes to participate in the hearing session' was ticked under question 8 on the grounds of having the option to make representations regarding the potential impacts on the transport infrastructure and flooding in the parish.

Proposed by Cllr Aldridge, seconded by Cllr Brookes.

Councillors expressed their thanks to Cllr J Raywood and the planning committee for the work that they have put in on this issue. Councillors were also reminded that they have the right to reply directly to the consultation should they wish to.

Cllr S Raywood returned to the meeting and took the Chair.

22/23 - 131 To approve the payments list

The payment list totaling £21,597.12 was approved.

Proposed by Cllr Bowman, seconded by Cllr J Raywood.

- 22/23 - 132 To approve the release of the following earmarked reserves: EMR 362 Community Grants for £1822 and EMR 333 Toilet Block Project for £7902.**
It was RESOLVED to approve the release of the above reserves to the relevant budget codes.
Proposed by Cllr Jones, seconded by Cllr Gurney.
- 22/23 - 133 To review the list of direct debits and standing orders**
The list was reviewed as per financial regulations.
- 22/23 - 134 To review the list of retained contractors**
The list was reviewed with the addition of the following contractors:
Elusive Press, GK Engineering & Marine Services Ltd, Gloucester Brewery, Juice IT, Locksmiths Gloucester Ltd, Matt Hale (Tree Surgeon) and Wiggins Design.
- 22/23 - 135 To agree to set up a monthly standing order payment to Imex Data Communications Limited**
It was RESOLVED to set up the above monthly standing order. £57.60 for EPOS system at the Watson Hall.
Proposed by Cllr Bowman, seconded by Cllr J Raywood.
Cllr Aldridge requested that it be noted that he voted against this motion.
- 22/23 - 136 To review quotes and approve the painting of the main hall at the Watson Hall and any virements / release of reserves**
Councillors reviewed the quotes that have been provided for the painting at the Watson Hall. It was felt that in the current economic climate it is the wrong time to completely repaint, but that there are areas that need touching up and areas of damp that need dealing with.

It was RESOLVED to put the painting of the whole of the Watson Hall main hall on hold for 18 months.
Proposed by Cllr Aldridge, seconded by Cllr Brookes.
- 22/23 - 137 To review energy costs from 1st March 2021 to date and any known future increases**
Councillors reviewed the energy costs and the rises that have been factored into the proposed budget. It is acknowledged that despite factoring in a sizeable increase in the budget (£13,000) that this still might not be enough.

Action: Check if we are on a fixed rate tariff with Opus.

A further question was asked about whether we are doing everything we can to reduce our energy consumption.
Items that we are aware of that are currently on the work programme are the lagging of pipes at the Town Hall and the zoning work on the heating to make it more efficient. Issues with the lights on the outside of the Watson Hall and a faulty PIR.

A question was asked about using LED bulbs and Cllrs were advised that all bulbs were replaced with LED ones as they fail.

To review the proposed budgets from Tewkesbury Town Council's Committees and the impact on the precept requirement

Cllrs were reminded that this was a review, not a precept setting item. A briefing document was circulated which included the following information about the significant increases in the budget:

- Staffing costs have been increased by 10% as per sector recommendation.
- Insurance costs have increased by over 100% due to changes in sector premiums. 2022 premium was £15,289.
- Mooring projects increased from £6,500 to £10,000 due to limited life remaining at Back of Avon.
- 64 Barton Street maintenance expenditure increased from £15,000 to £50,000 as although grant funding has been applied for, this has not been secured to cover essential repairs needed to the outside and the decorative ceiling. Further funding of £4,000 has been allocated to fundraising if further grant applications are required.
- Planning – new expenditure for planning consultancy of £10,000 as resolved at Full Council on 14th November 2022. (Planning feel that £5,000 would be sufficient)
- Energy budgets have been increased by £13,000.

There have been the following sizeable decreases in the budget:

- Legal fees cut from £12,485 to £6,000.
- Contingency of £6,000 removed.
- Community grants reduced by £2,500 due to taking on Christmas Lights.

The results from the grant applications for 64b Barton Street will not be known before the precept is set.

Taxbase figures have not yet been received, this information is sent out in December.

There being no further business, the meeting closed at 7.45pm.

Signature of Chairman upon approval of the minutes January 9th 2023