

MINUTES
of the
**Buildings & Moorings Committee meeting held on 28th January 2023 at 10.00am in the
Town Hall, Tewkesbury**

Present: Cllrs C Danter (Chair), R Langdon, P Jones, S Raywood, C Robertson, J Raywood

In attendance: D Hill (Town Clerk), Cllr J Raywood

B&M.22.097 Receive apologies for absence
Cllrs H Bowman, K Brennan and P Jones

B&M.22.098 Receive declarations of interest
Cllr J Raywood in respect of tenders for roofing works at 64 Barton Street

B&M.22.099 Receive dispensations
None.

B&M.22.100 Approve the minutes of the Buildings & Moorings Committee meeting held on 8th November 2022
It was RESOLVED to approve the minutes of the meeting held on 8th November.
Proposed by Cllr Gurney, seconded by Cllr S Raywood.

B&M.22.101 Matters arising from the minutes – for information only
20.127 Repairs to window at 64 Barton Street – Town Clerk has discussed this work with Ian Bishop and will be actioned
20.143 Quotes for repairs to walls at Back of Avon, St. Mary’s Road and rear of Watson Hall – Town Clerk to ask Ian Bishop for recommendation of contractors to undertake this work
22.048 Assess Town Hall basement storage - Cllr Danter and Cllr Bowman visited the basement. Some redundant items may be able to be used by school children, Project Opal. Review again once collected. Waiting for teacher to visit.
22.090 Apply for warm spaces grant funding - complete
Replacement tree at St. Mary’s Road mooring - tree has arrived and will be planted once the weather improves
Lease to Avon Navigation Trust – ongoing with Solicitor - carried forward
TH heating improvements - work to this has commenced and will include lagging the pipes
Loft access at the Watson Hall – a solution has been found and access will be via the external door above the front of the building. Equipment to facilitate this has been ordered and should and be fixed in time for the planned survey of the building

B&M.22.102 Receive correspondence relating to the Buildings & Moorings Committee
Email correspondence has been received regarding the recent tender process for roofing works at 64 Barton Street and documentation for this meeting.

B&M.22.103 Public Participation

None.

B&M.22.104 Approve payments to be made

It was RESOLVED to approve the payments list totalling £3,598.68. Proposed by Cllr J Raywood, seconded by Cllr S Raywood.

B&M.22.105 Review tenders and accept the preferred tender for roofing work at 64 Barton Street

Two tenders had been received through the tender process as published on the online government contracts finder website. The two tenders, marked tender A and B were reviewed. Tender A did not contain the breakdown as requested in the tender documentation. Tender B, alternative A proposed roofing works to slope 1,2 3 and 5 only due to access issues with the remaining slopes given the tight timescale. Alternative re-pointing and repair work had been proposed as a suitable alternative. Tender B, alternative B was for the complete scheme and it was agreed this was not achievable in the timescale to qualify for High Street Heritage Action Zone funding. It was RESOLVED to accept tender B, alternative A at a cost of £88,600. Members of the committee noted that this work would only go ahead on confirmation of funding from Tewkesbury Borough Council which would require 25% matched funding from the Town Council. It was noted that contingencies of around £12,000 were contained within the figure of £88,600. **Action:** Town Clerk to ensure authorisation for this expenditure to be confirmed once the grant amount and Town Council commitment is confirmed.

B&M.22.106 Approve the replacement of the stage fire exit door at the Watson Hall at a cost of £3,441

It was RESOLVED to replace the fire exit door at a cost of £3,441. Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

B&M.22.107 Approve the insulation of the loft space at the Watson Hall and the installation of any additional loft boards required

B&M.22.108 Note emergency repair work to the moorings at the Back of Avon

The emergency repair works required to the moorings at the Back of Avon were noted following the recent flood and the health and safety danger to boat owners was noted. Furthermore, the Town Clerk advised that one section may be washed away completely if another flood occurs.

There being no further business, the meeting closed at 11:00.

Signature of Chairman upon approval of the minutes 7th February 2023