



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Environment & Amenities Committee meeting

Held at Tewkesbury Town Hall on 21st March 2023 at 6pm

Present: Cllrs S Raywood (Chair), P Aldridge, J Raywood, P Jones, M Sztymiak, K Powell

In attendance: J King (Assistant Town Clerk)

E&A 22/047 To receive apologies for absence

None received.

E&A 22/048 To record declarations of interest

None received.

E&A 22/049 To consider requests for dispensations

None received.

E&A 22/050 To approve the minutes of the meetings held on 3rd January 2023

It was RESOLVED to approve the minutes of the meetings held on 3rd January 2023.
Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

E&A 22/051 Matters arising from the minutes – for information only

19/036 Community right to bid — ongoing. Request resubmitted.

21/033 Arrival inspections – ongoing. New contractor found.

22/039 Ownership of land behind Gupshill bus shelter – ongoing.

22/044 Willow Tree at Derek Graham – pruning complete.

E&A 22/052 To receive correspondence relating to the Environment & Amenities Committee

Complaint has been received about the fence and tree pollarding at Derek Graham Play Area.

E&A 22/053 Public Participation

There was no public participation.

E&A 22/054 To receive the committee budget report (including earmarked reserves)

The budget was received and reviewed.

E&A 22/055 To review the work programme and agree any actions

The work programme was reviewed and the following items were discussed:

- Swap boxes: Door issue in Prior's Park was due to the wind – new clasp attached and no further issues reported.
- Ballast bin – last coat of paint required, then new vinyl sticker to be ordered.



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- CCTV signal issue – tree has been pruned, short term issue resolved, but would still be useful to move camera to be able to monitor other end of the toilet block.
- Legal process to adopt the benches on Link Road and St Mary's Road has proved extremely complex. Tewkesbury Borough Council will instead refurbish these benches within the 2023/24 financial year.
- The four remaining benches in the Anglo-American Remembrance Garden have been refurbished. There were 13 planks that were rotten and needed replacing, the additional cost for these was £624 (each plank is £48). Costs for wood have doubled in the last six months.
It was RESOLVED to approve the additional cost of £624 to repair the benches.
Proposed by Cllr Aldridge, seconded by Cllr J Raywood.
- Vandalism issues at the toilet blocks and in the Anglo-American Remembrance Garden have been reported to the police. The police will be progressing these issues based on recent evidence.
- The water fountain at Spring Gardens will be funded from the High Street Heritage Action Zone funding. It must be installed and invoiced by the end of March. It has not been possible to do this with a timer, but it will be possible for it to be isolated from the inside overnight if required.

E&A 22/056 To receive updates on Play Areas and agree any actions

i. Derek Graham Memorial Park

Update provided on restoration works, satisfactory conclusion has not yet been reached and discussions are ongoing with Severn Trent.

Fence repair quotation has been received at a cost of £1788.

It was RESOLVED to repair the fence at Derek Graham at a cost of £1788.

Proposed by Cllr J Raywood, seconded by Cllr Jones.

ii. Mitton Play Area

No major issues currently. Purchase of petrol jet wash will allow mossy areas under the fence to be removed.

iii. Warwick Place Play Area

Chain links require replacing on carousel. Greenfields have been instructed to do this work as it was identified as part of annual play equipment inspection. This was the only medium risk item identified across the three play areas.

E&A 22/057 To agree a request for a grit bin on the corner of Walton Close / Brensham Road at a cost of £180

Following approval from GCC Highways for the location of the new grit bin, this request has come to the Committee to fund the purchase of the bin.



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It was RESOLVED to purchase a grit bin for the corner of Walton Close / Brensham Road at a cost of £180.

Proposed by Cllr J Raywood, seconded by Cllr Powell.

E&A 22/058 To consider a request for a mixed waste bin near Manor Place as requested by Ubico at a cost of £200

It was RESOLVED to purchase a mixed waste bin to be located near Manor Place as requested by Ubico at a cost of £200.

Proposed by Cllr Sztymiak, seconded by Cllr Jones.

E&A 22/059 To agree the number of Play Ranger sessions for 2023/24

Play Ranger sessions are approx. £545 per session. Forward budget has £3500, earmarked reserves have £4105. Both summer and winter sessions have been well attended. Report for winter sessions was received.

This year the Council have funded seven sessions – four in the summer, one in autumn half term, one in February half term and one at Easter. Providing the same this year would cost £3815.

It was RESOLVED to run seven sessions of Play Rangers during 2023/24 at a cost of £3815. Proposed by Cllr Jones, seconded by Cllr Powell.

A discussion was had about location. Would like to split the locations in the summer between Derek Graham and the Vineyards. There is an issue with the provision of toilets at Derek Graham, as the Play Rangers have nowhere to go.

Action: Ask Boys Brigade if they could use there.

E&A 22/060 To agree the purchase and installation of a new noticeboard for Newtown up to a cost of £2000 in financial year 2023/24

It was RESOLVED to agree the purchase and installation of a new noticeboard for Newtown up to a cost of £2000 in financial year 2023/24

Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

It was noted that the access will be on the grass and that stepping stones may be required. Monitor the situation once installed.

E&A 22/061 To agree the earmarked reserves at the end of the financial year 2022/23
EMR324 to be renamed E&A Noticeboards & Swap Boxes

It was RESOLVED to approve the following earmarked reserves:

300 Play Parks - all to EMR 325 Playground Projects

4590 - Projects - £5,000

4610 - Maintenance Mitton – £1,040

4620 – Maintenance Warwick Place - £1,461



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310 & 320 Spring Gardens and Gloucester Road Toilets

4450 Maintenance - £900 & £1,040 – transfer to EMR 333 Toilet block projects

310 Spring Gardens

4550 Water - £1,500 to new EMR 'E&A Toilet Block Utilities'

340 Outside Spaces

4750 – CCTV – £2,000 to new EMR 'E&A VAS Repairs'

4755 – Tree Maintenance - £500 towards fence damage at DG – Transfer to EMR 331

4765 – Emergency Plan - £750 for pea gravel for bins – Transfer to EMR 332

4780 – Bus Shelter - £1,882 for Odessa bus shelter – Transfer to EMR 335

4795 – Noticeboards - £261 to fund swap boxes – Transfer to EMR 324

Proposed by Cllr J Raywood, seconded by Cllr Jones.

***E&A 22/062* To discuss and agree any steps regarding the Vehicle Activated Sign that requires repair**

The costs for repairs are as follows:

£55 to ship and assess repairs. Maximum of £1,200 on repairs.

New signs cost between £3,000 and £3,400.

It was RESOLVED to approve the return and repair of the Vehicle Activated Sign.

Proposed by Cllr Aldridge, seconded by Cllr Jones.

***E&A 22/063* To agree the next steps for the swap boxes**

Request has been made for a swap box at the Town Hall, Buildings & Moorings have approved, but it would need to be free standing. A location has also been agreed for the Stonehills box. No feedback on the land ownership in Mitton yet.

Cllr Cody has offered to fund the Town Hall as a County Councillor.

Ledger code 340/4795 to be renamed Noticeboards & Swap Boxes

It was RESOLVED to approve the building of two swap boxes at a cost of £150 each for Stonehills and Mitton.

Proposed by Cllr J Raywood, seconded by Cllr Powell.

***E&A 22/064* To consider and agree any actions regarding a suggestion from the Climate change working group to create bee friendly corridors in Tewkesbury**

Idea was welcomed, but needs further development. It was noted that the process for creating a wildflower area requires the ground to be scarified and properly prepared in order to be the most successful. Potential areas include St Mary's Lane Mooring (refer to Buildings & Moorings) and the edges of Derek Graham (once fence repairs have been carried out).



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Costs for wildflower seed are high (around £100-140 per kilo) and a suggestion was made that it may be available more cheaply through the RHS.

Action: Cllr J Raywood to investigate.

Action: Contact Tewkesbury in Bloom to find out what they are doing re: bee friendly planting and corridors.

E&A 22/065 To approve the payments list

It was RESOLVED to approve the payments list totalling £38,763.48

Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

The meeting closed at 19.16.

Next meeting: 4th July 2023 at 6pm. This has moved from the proposed date of 23rd May, as the committees will only be appointed on 22nd May.

Signature of Chairman upon approval of the minutes 4th July 2023