

**MINUTES**  
*of the*  
**Buildings & Moorings Committee meeting held on 25th July 2023 at 6.00pm in the Town  
Hall, Tewkesbury**

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

**In attendance:** D Hill (Town Clerk)

**B&M.23.017 Receive apologies for absence**

Cllr Bowman.

**B&M.23.018 Receive declarations of interest**

None.

**B&M.23.019 Receive dispensations**

None.

**B&M.23.020 Approve the minutes of the Buildings & Moorings Committee meetings held on 30<sup>th</sup> May 2023**

It was RESOLVED to approve the minutes of the meeting held on 30<sup>th</sup> May. Proposed by Cllr Moran, seconded by Cllr Robertson.

**B&M.23.021 Matters arising from the minutes – for information only**

**20.127 Repairs to window at 64 Barton Street** – ongoing

**20.143 – Back of Avon wall** – complete

**22.048 – Town Hall basement storage** – ongoing. Ask local auction house if interested in items identified, as could possibly be sold.

**Lease to ANT** – email from solicitor confirming ANT has block policy. **Action:** Ask for copy of insurance certificate.

**Town Hall heating improvements** – override function for heating outstanding

**22.115 Mooring structure at Priors Court** – part of structure has been removed. To finish removing, the Town Council has to obtain a warrant

**22.137 Moorings contract** - carried forward. **Action:** add to next agenda

**23.016 - Gutters to be cleaned** - arranged.

**23.016 – Building Condition Reports** - Town Clerk has contacted fundraiser – follow up. Town Council to liaise with Architect regarding planning consents.

**B&M.23.022 Receive correspondence relating to the Buildings & Moorings Committee**

None.

**B&M.23.023 Public Participation**

A member of the public asked for an update on moorings registration and whether Tewkesbury Town Council was relying on the Statutory Instrument or relying on minutes and evidence of revenue and expenditure for registration purposes. The member of public offered their help if needed.

Working group meeting – query whether another meeting will be held soon.  
The member of the public extended their congratulations to the Town Council on the improvements to the jetty at St. Mary’s Road.

**B&M.23.024 Approve payments to be made**

It was RESOLVED to approve the payments list totalling £12,231.26. Proposed by Cllr Jones, seconded by Cllr Langdon.

**B&M.23.025 Review the budget report and earmarked reserves report**

The reports were reviewed.

**Action:** Change HAZ income to grant income in respect of codes 200, 220, 210.

Town Clerk to check expenditure coded to projects is correct. The Town Clerk advised that any journals to maintenance code will be made.

**B&M.23.026 Receive an update from the Town Clerk on High Street Heritage Action Zone grant funded works**

The Town Clerk gave an update on the final HAZ funding position as detailed in the spreadsheet contained in the meeting pack.

**B&M.23.027 Retrospectively approve expenditure totalling £3,237 for repairs/improvements due to health and safety issues at the moorings at the Jetty and to note expenditure totalling £1,385 at the Back of Avon authorised under the B&M Chair’s delegated authority in conjunction with the Assistant Town Clerk**

It was RESOLVED to approve the expenditure. Proposed by Cllr Jones, seconded by Cllr Moran.

**B&M.23.028 Approve expenditure totalling £2,785 for repairs to and installation of poles, cleats and mooring rings and £2,025 for repairs to the decking and substructure on the moorings at the Back of Avon**

It was RESOLVED to approve the expenditure. Proposed by Cllr Danter, seconded by Cllr Robertson.

**B&M.23.029 Approve the replacement of the back door at the Town Hall at a cost of around £4,200 and to apply for listed building consent**

It was RESOLVED to approve. Proposed by Cllr Danter, seconded by Cllr Jones.

**B&M.23.030 Approve the installation of replacement velvet stage curtains at the Watson Hall**

It was RESOLVED to approve at a cost of £2,207.08. Proposed by Cllr Jones, seconded by Cllr Robertson.

**B&M.23.031 Agree a new maintenance and monitoring contract for the intruder and fire alarms at the Watson Hall and for the fire alarm at 64 Barton Street**

It was RESOLVED to appoint A&E Security. Watson Hall - £472.50 + £95 one off  
64 Barton Street - £290.00 + £95 one off. Proposed by Cllr Langdon, seconded by Cllr Robertson.

**B&M.23.032 Review the work priorities and costings following the condition survey at the Watson Hall**

The costings for the Watson Hall were Reviewed. **Action:** Town Clerk to liaise with Fundraiser and Architect regarding a way forward to obtain funding and to project manage the work and discuss the next steps.

**B&M.23.033 Receive an update from Cllrs Danter and Jones on accessibility issues at the Town Hall and agree next steps**

The working group continue to look into options on accessibility issues at the Town Hall.

**B&M.23.034 Review and approve the moorings licence**

Deferred to the next meeting.

Note – Cllr Roberton and Cllr Moran were not present for the following agenda items:

23.025

23.026

23.032

23.033

23.034

There being no further business, the meeting closed 19:35

Signature of Chairman upon approval of the minutes ..... 24<sup>th</sup> October 2023