

MINUTES
of the
**Buildings & Moorings Committee meeting held on 24th October 2023 at 6.00pm in the
Town Hall, Tewkesbury**

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

In attendance: D Hill (Town Clerk), Cllr J Raywood and six members of the public

B&M.23.035 Receive apologies for absence

Cllr Robertson

B&M.23.036 Receive declarations of interest

None for members. The Chair advised that the Town Clerk had an interest in respect of item 16 of the agenda. **Post meeting note:** item 16 was not discussed at the meeting due to time constraints.

B&M.23.037 Receive dispensations

None.

B&M.23.038 Approve the minutes of the Buildings & Moorings Committee meetings held on 25th July 2023

It was RESOLVED to approve the minutes of the meeting held on 25th July. Proposed by Cllr S Raywood, seconded by Cllr Jones.

B&M.23.039 Matters arising from the minutes – for information only

20.127 64 Barton Street repairs – added to work of main contractor – check crack in wall has been identified. Check condition of toilet window. **Action:** Town Clerk to liaise with Architect/Contractor about these items.

22.048 TH Basement storage – ongoing.

Lease to Avon Navigation Trust – insurance information received, so next stage progressing.

Town Hall heating improvements – lagging and zone complete. Some upgrade issues remain outstanding.

22.115 Mooring structure at Priors Court – Town Council to obtain a warrant – ongoing.

23.016 Building Condition reports – **Action:** Town Clerk to speak to Architect about the best way to move forward with this work in terms of project management, planning permissions etc.

23.025 HAZ income & expenditure – **Action:** Town Clerk/Finance Officer to undertake work on the finance system to make the recording of grant income clearer.

23.033 Accessibility issues at the Town Hall – ongoing, working with partners, Tewkesbury Borough Council, Gloucestershire County Council (GCC) and Architects. Grants for some of this work may be available. Cllr J Raywood confirmed that

communication now received from GCC.

B&M.23.040 Receive correspondence relating to the Buildings & Moorings Committee

An email was received from a member of the public and a response from the Town Council as follows:

Almost three years ago Friends of Mill Avon (FOMA) first proposed to the Council's Buildings and Moorings committee (B&M) that the Mill Bank Jetty be used for very short stay visiting boats to facilitate their crews visiting this end of town plus providing a stage where Canoes and SUPs could be taken out and put in, particularly by those going up and down the Mill Avon past the Abbey Mill.

FOMA regrets that it took B&M around one and a half years to accept this proposal and confirm the Jetty would be used for that purpose, not for permanent moorings. FOMA further regrets that after a further year and a half the Jetty has not yet been prepared for and is not being used for the purpose agreed.

Anything done has not been part of a well thought out coherent plan but has been spasmodic and incomplete.

FOMA asks that a working group, in which it is invited to participate, studies the detailed requirements, solutions, funding requirements and timescales resulting in a documented implementation plan, approved by the committee, for all to understand?

Part of the initial FOMA proposals was the removal of then newly installed high mooring poles, regarded as inappropriate and ugly in a highly sensitive heritage area but also as unnecessary if the Jetty was to be used as proposed.

The Jetty continues to be used contrary to agreed plan, as a permanent mooring, and the poles are being raised to their original height, provocatively so. FOMA asks that the mooring poles be left in their acceptable reduced state?

The Chair of the Buildings & Moorings Committee thanked the member of the public for their email. The issues raised will be addressed by the Moorings working group and there is also consideration being given to splitting the Buildings & Moorings committee in the near future.

B&M.23.041 Public Participation

A member of the public commented that a boat was moved to the jetty mooring on St Mary's Road and since then the steps could not have been used by paddleboarders and added support for the agenda item to discuss the moorings working group.

Another member of the public stated that they have removed nearly a skip full of weeds and debris. and that stand up paddleboarders have requested a handrail to help with access to and from the river. The member of the public offered to install a handrail free of charge.

Action – review of moorings and number of boats to be taken to the working group. Another member of the public asked whether there are any plans for dealing with the floating pennywort.

Another member of the public raised the issue of accessibility for the Town Hall and stated that the main problem seems to be the staircase. This member of the public also queried whether mooring fees would be increased and whether rates would be budgeted for at the Watson Hall.

B&M.23.042 Approve payments to be made

It was RESOLVED to approve the payments list totalling £12,193.01. Proposed by Cllr Langdon, seconded by Cllr Jones.

B&M.23.043 Review the budget report and earmarked reserves report

The Town Clerk reported that the following budget codes have overspent their budget:

200 4450 Moorings maintenance overspent by £4,867. Health and Safety works had to be completed and **4960** need to separate HAZ expenditure. **Action:** Committee Chair to review expenditure for project related expenditure.

210 4500 64 Barton Street projects relates to refurbishment works expenditure ahead of grant income being received. **Action:** 4590 expenditure to be moved to 4500.

600 4450 Watson Hall maintenance, overspent by £1,074. Mainly attributable to expenditure on health and safety related matters. More spend anticipated in relation to ongoing maintenance.

200 4450 Maintenance, £90 committed. **Action: Town Clerk to raise with RBS.**

Action: add release of earmarked reserves to the next agenda.

B&M.23.044 Agree the budget for 2024/25 and the forward budget

The budget for 2024/25 was reviewed against the budget for the previous year and the six month current year position and the draft budget for 2024/25 was agreed. The forward budget was not set due to the current unpredictable economical situation and cost of living crisis.

Six below agenda items deferred to next meeting:

B&M.23.045 Retrospectively approve additional expenditure of £1,391.81 for an upgrade to the short throw projector at the Watson Hall

B&M.23.046 Approve the appointment of an acoustic sound engineer for the Watson Hall at a cost of £1,950

B&M.23.047 Agree to remove the requirement for a Designated Premises Supervisor at the Watson Hall and for the licensable responsibility to be held with the Buildings & Moorings Committee

B&M.23.048 Receive an update from the Town Clerk on funding options for the Watson Hall and Town Hall

B&M.23.049 Review and approve the moorings license

B&M.23.050 Consider a request to retain a commercial mooring at 15% of the normal commercial mooring fee at the Back of Avon from 1st November 2023 to 31st March 2024

B&M.23.051 Review of B&M working groups and work programmes

It was agreed that there should be future working group meetings to discuss accessibility issues, moorings matters and the work programme.

It was noted that as a Town Council, overall buildings and moorings problems have built up over the exacerbated by being under resourced for many years.

The meeting was extended to 20:30 and again to 20:45 in order to complete the budget setting. The meeting closed a 20:43

Signature of Chairman upon approval of the minutes 21st November 2023