

MINUTES
of the
Buildings & Moorings Committee meeting held on 12th December 2023 at 6.00pm in the
Town Hall, Tewkesbury

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

In attendance: D Hill (Town Clerk)

B&M.23.052 Receive apologies for absence

H Bowman

B&M.23.053 Receive declarations of interest

Town Clerk regarding item 23.067

B&M.23.054 Receive dispensations

None.

B&M.23.055 Approve the minutes of the Buildings & Moorings Committee meetings held on 24th October 2023

It was RESOLVED to approve the minutes of the meeting held on 24th October.
Proposed by Cllr Jones, seconded by Cllr Langdon.

B&M.23.056 Matters arising from the minutes – for information only

20.127 64 Barton Street repairs – with 64 Barton Street contractor

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 requires a warrant to remove the structure - ongoing.

23.016 Building Condition reports – Town Clerk has emailed Architect regarding managing the projects.

23.025 HAZ income & expenditure – complete

23.033 Accessibility issues at the Town Hall – awaiting response from Highways Manager. **Action** – Accessibility working group to follow up on this.

23.041 Moorings working group - review of moorings and number of boats to be taken to working group – meeting to be arranged.

23.043 Budget - Committee chair to review expenditure for moorings maintenance vs project related expenditure.

64 Barton Street 210 4590 - expenditure to be moved to 4500 - carried forward

Town Hall maintenance 200 4450 - £90 transfer in from EMR relates to electrical work paid from Planning EMR – complete.

- B&M.23.057 Receive correspondence relating to the Buildings & Moorings Committee**
Correspondence had been received relating to Town Hall accessibility and will be responded to by the working group.
- B&M.23.058 Public Participation**
None.
- B&M.23.059 Approve payments to be made**
It was RESOLVED to approve the payments list totalling £116,274.11. Proposed by Cllr Raywood, seconded by Cllr Danter.
- B&M.23.060 Review the budget report, earmarked reserves report and annual budget 2024/25 report**
The budget and earmarked reserves reports were reviewed. The annual budget 2024/25 report was reviewed and it was agreed to add £10,000 to the draft budget for Town Hall accessibility.
- B&M.23.061 Approve the vire of £3,550 from 210 4505 64 Barton Street fundraising to 600 4505 Watson Hall fundraising**
It was RESOLVED to approve the vire. Proposed by Cllr Raywood, seconded by Cllr Jones.
- B&M.23.062 Approve the release of earmarked reserve 363 Watson Hall maintenance to 600 4450 Watson Hall maintenance**
It was RESOLVED to approve the release of the earmarked reserve. Proposed by Cllr Raywood, seconded by Cllr Langdon.
- B&M.23.063 Retrospectively approve additional expenditure of £1,391.81 for an upgrade to the short throw projector at the Watson Hall**
It was RESOLVED to approve the additional expenditure. Proposed by Cllr Danter, seconded by Cllr Langdon.
- B&M.23.064 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**
This item was deferred. **Action:** Request Michelle Bignall to talk to committee.
- B&M.23.065 Receive an update from the Town Clerk on funding opportunities for the Watson Hall and approve 15% matched funding for the heating, ventilation and air conditioning project if the grant application is successful**
The Town Clerk reported that the Town Council is looking into submitting a grant application to the Shared Prosperity Fund for a programme of repair works to the Watson Hall and also to the Tewkesbury Borough Council Capital Grant Scheme - Energy Efficiency for community buildings for installation of air conditioning. The second grant application will now have to be in 2024/25 due to a restriction on the amount not being greater than £25k.

B&M.23.066 Review and approve the moorings license

It was RESOLVED to approve the moorings license. Proposed by Cllr Langdon, seconded by Cllr Jones. **Action** – Town Clerk to email Avon Navigation Trust to check the moorings fee is still appropriate.

The Town Clerk left the meeting at this point.

B&M.23.067 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

Following discussion, the committee would like more information, i.e.

- a) 15% of what?
- b) Is this charge for a commercial mooring, if so, what is the charge?
- c) If it is for a commercial mooring is there an additional licence form for this?
- d) Is it a charge according to our licence of the commercial rate of £3 per foot?
- e) Is this a case where the rents are decided on a case by case situation?
- f) What is the case for the other trip boat?

Any decision made retrospectively on the result of these questions could be backdated.

Cllr Langdon left the meeting at 20:30

There being no further business, the meeting closed at 20:35

Signature of Chairman upon approval of the minutes 5th March 2024