

**MINUTES**  
**of a meeting of the Full Council**  
**held at the Tewkesbury Town Hall on 10<sup>th</sup> June 2024 at 6.00pm**

**Present:** Cllrs P Jones (Chair), E Ash, J Baddams, H Bowman, P Brookes, C Cody, C Danter, A Hayes, R Langdon, K Moran, J Raywood, S Raywood, V Smith, M Sztymiak.

**In attendance:** D Hill (Town Clerk), J King (Deputy Town Clerk) and 2 members of the public.

- 24/25 - 33 To receive apologies for absence**  
Apologies received from Cllr Robertson (personal)
- 24/25 - 34 To receive declarations of interest**  
Cllrs Bowman, Cody & Sztymiak – Tewkesbury Borough Councillors  
Cllrs Cody & Smith – Gloucestershire County Councillors
- 24/25 - 35 To consider requests for dispensation**  
None received.
- 24/25 - 36 To receive written questions from members of the public**  
There were no written questions.
- 24/25 - 37 Public Participation**  
There was no public participation.
- 24/25 - 38 To note the Mayor's Announcements**  
The Mayor thanked all those who attended Mayor Making.
- 24/25 - 39 To approve the minutes of the meetings held on 13<sup>th</sup> May 2024**  
Subject to minor amendments to the attendees, it was RESOLVED to approve the minutes of the meeting held on 13<sup>th</sup> May 2024.  
Proposed by Cllr Brookes, seconded by Cllr Danter.
- 24/25 - 40 To note the following Committee Minutes – Planning – 10<sup>th</sup> & 24<sup>th</sup> April, Finance – 29<sup>th</sup> April 2024**  
The above minutes were noted.
- 24/25 - 41 Matters arising from the minutes**  
21/22-147 Cycle storage – Two units are going in – Sun Street & Spring Gardens.  
Two more being negotiated.  
23/24-66 Civic Pride / Our Town working group – terms of reference to return to Full Council.  
23/24-117 Civility & Respect Training – Cllr Robertson & Town Clerk are trialling the online training.  
24/25-14 Action plan for bad debt – Town Clerk to give update.  
24/25-29 Sustainability Policy – Climate Change Working Group to examine at next meeting.  
24/25-32 Nationwide Award nomination – to be submitted.  
The need for more storage at the Town Museum was raised.  
**Action:** Add as future agenda item.

- 24/25 - 42 To receive the finance reports for April 2024 and earmarked reserves report**  
The finance reports were received. April has been a positive start to the year with strong income at the Watson Hall (bar income £4930 and event income £3718).
- The earmarked reserves show the starting position at the beginning of the year. Two movements from earmarked reserves (EMR) have happened since the start of the year. EMR351 - 64 Barton Street, the whole amount was released at Buildings meeting and EMR 362 – Tewkesbury Live, whole amount was released at Finance meeting.
- 24/25 - 43 To receive the payments report for April 2024**  
The reports were received.
- 24/25 - 44 To receive the financial reports and bank reconciliations for the Town Council for the year ending 31<sup>st</sup> March 2024**  
The above reports were received.
- The income for year was £1,116,373 this was buoyed by grant income. Expenditure for the year was £806,755, therefore net income over expenditure was £309,618. £23,607 went into general reserves at year end and £286,011 into EMR at year end. Figures are net for EMR, so may have transfers in and out.
- 24/25 - 45 To approve the balance sheet and receive the income and expenditure account for 31<sup>st</sup> March 2024**  
Total reserves at year end are £712,825. Circa £144k relates to 64 Barton Street grant income. Invoices are still coming in for the project.
- The error in relation to the HSHAZ income that was spotted during the year has been rectified.
- It was RESOLVED to approve the balance sheet and receive the income and expenditure account for 31<sup>st</sup> March 2024.  
Proposed by Cllr Bowman, seconded by Cllr Cody.
- 24/25 - 46 To consider and approve the Annual Governance Statement 2023-24**  
It was RESOLVED to approve the Annual Governance Statement 2023-24 with the following answers to each assertion:
1. Yes
  2. Yes
  3. Yes
  4. Yes
  5. Yes
  6. Yes
  7. Yes
  8. Yes
  9. No
- Proposed by Cllr Cody, seconded by Cllr Ash.
- 24/25 - 47 To consider and approve the Accounting Statements 2023-24**  
Boxes 3, 7, & 9 for 2023 have been restated, due to the impact of the HSHAZ money and error in year end.

The answers for boxes 11a and 11 b will be Yes.

It was RESOLVED to approve the Accounting Statements 2023-24.  
Proposed by Cllr Cody, seconded by Cllr Danter.

**24/25 - 48**      **To approve the following addition to the pre-application discussions document under bullet 2.1 “In addition to developments that are subject to the Town and Country Planning Act 1990, the Town Council may be party to discussions of developments that are subject to other consenting restrictive regimes, e.g. National Infrastructure”**

It was RESOLVED to approve the above addition.  
Proposed by Cllr J Raywood, seconded by Cllr Bowman.

**24/25 - 49**      **To retrospectively approve the overhaul of the strike hammer on the bell at the Town Hall at a cost of £1960**

It was RESOLVED to retrospectively approve the above spend.  
Proposed by Cllr Danter, seconded by Cllr Langdon.

**24/25 - 50**      **To consider and agree grant applications from outside bodies**

There were no grant applications.

**24/25 - 51**      **To note the consultation on the proposed name change of Tewkesbury Borough Council and that the officers will approach Tewkesbury Borough Council regarding the implications on charters and the ownership of maces and regalia**

The above was noted. Meeting with Tewkesbury Borough Council has been arranged.

**24/25 - 52**      **To note the reports from Tewkesbury Borough Council and Gloucestershire County Council**

The reports were noted.

**24/25 - 53**      **Correspondence**

Thanks were given by Rod Gurney to Town Mayor and all Councillors who attended the D Day commemoration yesterday, it helped to make the event a great success.

There being no further business, the meeting closed at 6.35pm.

Signature of Chairman upon approval of the minutes ..... 8<sup>th</sup> July 2024