



TEWKESBURY TOWN COUNCIL AGENDA

To: Town Councillors

You are summoned to attend a meeting of the Town Council which will be held at the Town Hall, High Street, Tewkesbury on **Monday 8th July 2024 commencing at 6:00 pm.**

Members of the public and press are welcome to attend.

Debbie Hill
Town Clerk
3rd July 2024

1. To receive apologies for absence
2. To receive declarations of interest
3. To consider requests for dispensation
4. To receive written questions from members of the public
5. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
6. To note the Mayor's announcements
7. To approve the minutes of the meeting held on 10th June 2024
8. To note the following Committee Minutes: Planning– 8th & 22nd May, Buildings – 28th May 2024
9. Matters arising from the minutes – for information only
10. To receive the finance reports for May 2024 and earmarked reserves report
11. To receive the payments report for May 2024
12. To consider and agree grant applications from outside bodies
13. To receive an update from the Town Clerk on the Town Safe Scheme
14. To note the reports from Tewkesbury Borough Council & Gloucestershire County Council
15. Correspondence

16. To resolve that the press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s1. ss2
17. To appoint the new Town Crier

The next Full Council meeting will be:
9th September 2024

Final date for agenda items and accompanying papers for the Meeting is **7 clear days before the meeting.**

As part of managing the Council's Risk Assessment, Councillors are reminded to ensure they keep their register of interests up to date.

If you have any questions, please contact the Town Clerk.

The Council has a duty to consider the following matters in the exercise of any of its functions: Equalities, Crime and Disorder, Health and Safety and Human Rights.

MINUTES
of a meeting of the Full Council
held at the Tewkesbury Town Hall on 10th 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 13th May 2024**
Subject to minor amendments to the attendees, it was RESOLVED to approve the minutes of the meeting held on 13th May 2024.
Proposed by Cllr Brookes, seconded by Cllr Danter.
- 24/25 - 40 To note the following Committee Minutes – Planning – 10th & 24th April, Finance – 29th 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 31st 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 31st 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 31st 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 8th July 2024



TEWKESBURY TOWN COUNCIL

PLANNING COMMITTEE

Wednesday 8th May 2024

Present: Cllrs. J Raywood, S Raywood, P Jones and Mr R Carey

In attendance: two members of the public

MINUTES

P.24/25.001 Welcome.

The chairman welcomed all present when the meeting opened at 7.32 pm.

P.24/25.002 To receive apologies for absence

Cllr Hayes

P.24/25.003 To receive declarations of interest

None

P.24/25.004 To receive and consider requests for dispensations

None

P.24/25.005 To approve the minutes of the Planning Committee meeting held on 24th April 2024

Proposed by Mr Carey and seconded by Cllr S Raywood

It was resolved to **approve** the minutes

P.24/25.006 To receive updates on matters arising from the minutes – for information only

P.23/24.375 – Accessibility project – no further progress to report at the moment

P.23/24.472 – Healings Mill – the Chairman and the President of the Historical Society will meet TBC's Director of Place on Monday 13th May, to discuss progress.

P.24/25.007 Public participation *(to provide members of the public/press with the opportunity to*

comment on items on the agenda or raise items for future consideration. In

accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes

per person)

None

P.24/25.008 To note correspondence

We have received a Planning Inspector judgement for APP/G1630/W/23/3330525 – land adjoining 21 Wenlock Road. An appeal was lodged against Tewkesbury Borough Council after an application to erect a self-build bungalow on the site was refused. This committee had objected to the application also. The appeal has been dismissed.

P.24/25.009 To receive the Borough Councillor's report (if applicable)

None

P.24/25.010 Redevelopment of former Healings Mill Offices, demolition of no3 Quay Street and erection of 3 apartments and 3 townhouses, and refurbishment of no4 Quay Street for 3 apartments.

4 Quay Street Tewkesbury Gloucestershire GL20 5BE

Ref. No: 23/00559/FUL

Observations:

The Town Council is clearly of the view that this site needs to be developed in a timely manner for the benefit of the people of Tewkesbury, who have great pride in their town. It appears to the Council that the main outstanding issue is related to waste management. Should this proposal be approved, we would suggest a pre-commencement condition be imposed for the waste management solution to be agreed to the satisfaction of the waste services team working on behalf of the waste collection authority. Subject to this condition being imposed, the Town Council raises no objection.

P.24/25.011 Works to trees in Conservation area after safety concerns raised, inspected by tree surgeon. T1 - Horse Chestnut - crown raise as per photograph to stop reduce back from highway T4 - Sycamore - Dead - fell T11 - Horse Chestnut - Dead - fell T12 - Horse Chestnut - remove dead limbs back from road

Planning Application

22 Gloucester Road Tewkesbury Gloucestershire GL20 5SY

Ref. No: 24/00171/TCA

Observations:

No objection

P.24/25.012 To approve the revised Planning Pre-application Discussions Policy and recommend its submission to Full Council

Proposed by Cllr Jones and seconded by Mr Carey

It was resolved to **approve** recommendation of the amended policy to Full Council.

P.24/25.013 To receive the water quality Master Data Log and note that testing is now being carried out on the Carrant Brook in the requested locations.

Noted

P.24/25.014 To note the decisions made in April 2024, in respect of planning applications to Tewkesbury Borough Council

Noted

P.24/25.015 To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions

None

P.24/25.016 To note any additional applications on the Planning Portal which will expire before Wednesday 22nd May 2024 and agree further actions

None

There being no further business, the meeting closed at 8.15pm

Chairman's signature

22nd May 2024



TEWKESBURY TOWN COUNCIL

PLANNING COMMITTEE

Wednesday 22nd May 2024

Present: Cllrs. J Raywood, S Raywood, A Hayes, P Jones and Mr R Maggs

In attendance: one member of the public

MINUTES

P.24/25.017 Welcome.

The chairman welcomed all present when the meeting opened at 7.33 pm.

P.24/25.018 To receive apologies for absence

Mr R Carey

P.24/25.019 To receive declarations of interest

None

P.24/25.020 To receive and consider requests for dispensations

None

P.24/25.021 To approve the minutes of the Planning Committee meeting held on 8th May 2024

Proposed by Cllr Hayes and seconded by Cllr S Raywood

It was resolved to **approve** the minutes

P.24/25.022 To receive updates on matters arising from the minutes – for information only

P.23/24.375 – Accessibility project – no further progress to report at the moment

P.23/24.472 – Healings Mill – the meeting at Tewkesbury Borough Council was successful with the result that Borough Officers have a much cleared and more detailed understanding of the historical context of the site and also of local concerns regarding public access.

P.24/25.010 – 23/00559/FUL - 4 Quay Street The Chairman is aware that, following this committee's response to this application on 8th May, further drawings were submitted on 10th May, specifically aimed at addressing concerns over waste provision, but these have not yet appeared on the Planning Portal, so we are unable to consider them.

P.24/25.023 Public participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person)*
None

P.24/25.024 To note correspondence
The Civic Society has copied the chairman in on its email to the Borough Council expressing several concerns, namely progress on the Quay Street applications, illegal signage at three locations on the High Street and recent changes to the former M&Co shop.
One of our members is currently in communication with a local resident and also the Borough Council in order to understand the position regarding an unauthorised change of part of a property in his ward, from a fitness club to a click and collect facility.

P.24/25.025 To receive the Borough Councillor's report (if applicable)
None

P.24/25.026 Installation of 2 flood doors.
Planning Application
10 Abbey Terrace Gloucester Road Tewkesbury Gloucestershire GL20 5SP
Ref. No: 24/00221/LBC

Observations:
No objection

P.24/25.027 Installation of 2 flood doors.
Planning Application
10 Abbey Terrace Gloucester Road Tewkesbury Gloucestershire GL20 5SP
Ref. No: 24/00220/FUL

Observations:
No objection

P.24/25.028 Demolish existing conservatory, and erect new single story extension, plus minor changes to front elevation
Planning Application
Avalon Hollams Road Tewkesbury Gloucestershire GL20 5DF
Ref. No: 24/00288/FUL

Observations:
No objection

P.24/25.029 Two storey side extension

Planning Application

23 Bramley Road Mitton Tewkesbury Gloucestershire GL20 8AG

Ref. No: 24/00334/FUL

Observations:

No objection

P.24/25.030 To note any additional information on the Planning Portal regarding applications to which this committee has already responded, and agree further actions

None

P.24/25.031 To note any additional applications on the Planning Portal which will expire before Wednesday 5th June 2024 and agree further actions

None

There being no further business, the meeting closed at 8.02 pm

Chairman's signature

5th June 2024

MINUTES
of the
**Buildings Committee meeting held on 28th May 2024 at 6.00pm in the Town Hall,
Tewkesbury**

Present: Cllrs C Danter (Chair), P Jones, S Raywood, A Hayes

In attendance: D Hill (Town Clerk), three members of the public

B.24.001 Receive apologies for absence

Cllrs K Moran, C Robertson

B.24.002 Receive declarations of interest

Cllr Raywood regarding item 24.016

B.24.003 Receive dispensations

None.

B.24.004 Approve the minutes of the Buildings & Moorings Committee meeting held on 5th March 2024

It was RESOLVED to approve the minutes of the meeting held on 5th March.
Proposed by Cllr Jones, seconded by Cllr Raywood.

B.24.005 Matters arising from the minutes – for information only

22.048 TH Basement storage – clearout nearly complete. **Action:** Town Clerk to get a quote for underboarding the basement. Listed Building consent will be required for this and some other small matters.

Lease to Avon Navigation Trust – awaiting update from solicitor regarding response from Avon Navigation Trust.

Town Hall heating improvements – some upgrade issues remain outstanding.

22.115 Mooring structure at Priors Court – Town Council requires a warrant to remove the structure – ongoing. To be an action at Moorings Committee meeting.

23.016 Building Condition reports – awaiting costs for Architect managed project at the Watson Hall (grant funding stream identified). Historic England representatives have visited the Town Hall. Awaiting inclusion on the at risk register.

23.033 Accessibility issues at the Town Hall – awaiting response from Highways

23.064 Removal of DPS at Watson Hall – no longer progressing but committee keen to have an update from Licensing team, especially regarding town safe project.

Action: update on Town Safe project to go to Full Council.

23.081 Gas Service recommendations at 64 Barton Street – Town Clerk to follow up on this item from the M&E report with Architect

B.24.006 Receive correspondence relating to the Buildings & Moorings Committee

None.

- B.24.007 Public Participation**
None.
- B.24.008 Approve payments to be made**
It was RESOLVED to approve the payments list totalling £13,849.20. Proposed by Cllr Langdon, seconded by Cllr Jones.
- B.24.009 Review the budget report and earmarked reserves report**
The budget and earmarked reserves reports were reviewed.
- B.24.010 Agree the release of 64 Barton Street grant expenditure earmarked reserve relating to MEND grant**
It was RESOLVED to release EMR 351 64 Barton Street grant income. Proposed by Cllr Jones, seconded by Cllr Hayes.
- B.24.011 Retrospectively approve additional expenditure of £396.40 for acoustic solution to the fire door on the balcony fire exit door at the Watson Hall**
It was RESOLVED to approve the additional expenditure. Proposed by Cllr Langdon, seconded by Cllr Danter.
- B.24.012 Review the extended topographical survey of the Town Hall and agree the next steps in relation to the accessibility project**
Cllr Raywood commented that at the back (street to garden) there appeared to be around a 1.3m height difference and accordingly a ramp of around 26 metres would be required. The working group will arrange another meeting and will engage with Georgia Smith, Tewkesbury Borough Council. It was noted that some utility boxes may need to be relocated on the High Street frontage together with possible loss of a couple of parking spaces. Neighbours need to be engaged at the earliest opportunity at the front and the back of the building and also possibly with the Civic Society. **Action:** Cllr J Raywood to contact Georgia Smith.
- B.24.013 Consider the appointment of an acoustic consultant to advise on a solution for the Council Chamber and agree next steps**
It was RESOLVED to appoint an acoustic consultant. Proposed by Cllr Danter, seconded by Cllr Langdon.
- B.24.014 Review the work programme for the Town Hall and Watson Hall**
The work programme was reviewed. It was noted that the basement still had items stored and accordingly this area will need to be under-boarded. The condition of the steps to the basement were also discussed and the need to replace the rear door. **Action:** Town Clerk to obtain quote for under-boarding and progress replacement or repair of rear door.
- B.24.015 To resolve that the press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s1, sub-section 2**
Proposed by Cllr Raywood, seconded by Cllr Danter.

B.24.016 Receive an update from the Town Clerk in respect of the Licence for the garden at the rear of the Watson Hall and agree the next steps

The committee reviewed recent correspondence between Thomson & Bancks and the property owner. The comments provided by the Solicitor acting for the Town Council were reviewed and it was agreed to issue a response to the property owner via the Solicitor.

There being no further business, the meeting closed at 19:20

Signature of Chairman upon approval of the minutes 9th July 2024

DRAFT

Summary Income & Expenditure by Budget Heading 03/07/2024

Month No: 2

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Finance							
120 Finance	Income	431	248,168	498,540	250,372		
	Expenditure	8,084	11,395	70,225	58,830		58,830
	Net Income over Expenditure	<u>(7,652)</u>	<u>236,773</u>	<u>428,315</u>	<u>191,542</u>		
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(7,652)</u>	<u>236,773</u>				
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>				
140 Tewkesbury Live	Income	127	10,127	35,000	24,873		
	Expenditure	157	385	35,000	34,615		34,615
	Net Income over Expenditure	<u>(30)</u>	<u>9,742</u>	<u>0</u>	<u>(9,742)</u>		
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(30)</u>	<u>9,742</u>				
150 Christmas Lights	Income	50	50	4,000	3,950		
	Expenditure	0	(187)	7,500	7,687		7,687
	Movement to/(from) Gen Reserve	<u>50</u>	<u>237</u>				
	Finance Income	609	258,346	537,540	279,194		
	Expenditure	8,241	11,593	112,725	101,132	0	101,132
	Net Income over Expenditure	<u>(7,632)</u>	<u>246,752</u>				
	plus Transfer from EMR	0	0				
	less Transfer to EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(7,632)</u>	<u>246,752</u>				
Buildings							
160 Fundraising	Expenditure	0	413	0	(413)		(413)
210 64 Barton Street	Expenditure	39,676	86,045	30,825	(55,220)	211	(55,431)
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(39,676)</u>	<u>(86,045)</u>				
220 Town Hall	Income	322	1,861	15,050	13,189		
	Expenditure	1,855	3,789	63,085	59,296	538	58,758
	Net Income over Expenditure	<u>(1,533)</u>	<u>(1,928)</u>	<u>(48,035)</u>	<u>(46,107)</u>		
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(1,533)</u>	<u>(1,928)</u>				
230 War Memorial	Expenditure	0	0	1,000	1,000		1,000
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>				

Summary Income & Expenditure by Budget Heading 03/07/2024

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Buildings Income	322	1,861	15,050	13,189		
Expenditure	41,531	90,247	94,910	4,663	749	3,915
Net Income over Expenditure	<u>(41,209)</u>	<u>(88,385)</u>				
plus Transfer from EMR	0	0				
less Transfer to EMR	0	0				
Movement to/(from) Gen Reserve	<u>(41,209)</u>	<u>(88,385)</u>				
Environment & Amenities						
300 Play Parks						
Expenditure	0	3,310	11,620	8,310		8,310
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	<u>0</u>	<u>(3,310)</u>				
310 Spring Gardens						
Expenditure	0	145	9,278	9,133		9,133
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	<u>0</u>	<u>(145)</u>				
320 Gloucester Road						
Expenditure	71	108	4,387	4,279		4,279
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	<u>(71)</u>	<u>(108)</u>				
330 Cleaning & Consumables						
Expenditure	185	634	5,544	4,910		4,910
340 Outside Spaces						
Expenditure	1,293	7,002	23,550	16,548	8,046	8,501
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	<u>(1,293)</u>	<u>(7,002)</u>				
700 Memorial Benches						
Expenditure	0	815	0	(815)		(815)
Environment & Amenities Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Expenditure	<u>1,549</u>	<u>12,015</u>	<u>54,379</u>	<u>42,364</u>	<u>8,046</u>	<u>34,318</u>
Net Income over Expenditure	<u>(1,549)</u>	<u>(12,015)</u>				
plus Transfer from EMR	0	0				
less Transfer to EMR	0	0				
Movement to/(from) Gen Reserve	<u>(1,549)</u>	<u>(12,015)</u>				
Planning						
400 Planning						
Expenditure	0	0	6,500	6,500		6,500
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>				

Summary Income & Expenditure by Budget Heading 03/07/2024

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Planning Income	0	0	0	0		
Expenditure	0	0	6,500	6,500	0	6,500
Net Income over Expenditure	0	0	(6,500)	(6,500)		
plus Transfer from EMR	0	0				
less Transfer to EMR	0	0				
Movement to/(from) Gen Reserve	0	0				

Severn Ham

500 Severn Ham						
Income	0	0	32,183	32,183		
Expenditure	163	207	31,608	31,401	2,955	28,446
Net Income over Expenditure	(163)	(207)	575	782		
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	(163)	(207)				
Severn Ham Income	0	0	32,183	32,183		
Expenditure	163	207	31,608	31,401	2,955	28,446
Net Income over Expenditure	(163)	(207)	575	782		
plus Transfer from EMR	0	0				
less Transfer to EMR	0	0				
Movement to/(from) Gen Reserve	(163)	(207)				

Watson Hall

600 Watson Hall						
Income	4,946	13,835	53,600	39,765		
Expenditure	4,917	10,542	85,750	75,208	2,900	72,308
Net Income over Expenditure	30	3,293	(32,150)	(35,443)		
plus Transfer from EMR	0	0				
Movement to/(from) Gen Reserve	30	3,293				
Watson Hall Income	4,946	13,835	53,600	39,765		
Expenditure	4,917	10,542	85,750	75,208	2,900	72,308
Net Income over Expenditure	30	3,293	(32,150)	(35,443)		
plus Transfer from EMR	0	0				
less Transfer to EMR	0	0				
Movement to/(from) Gen Reserve	30	3,293				

Staffing

110 Staffing						
Expenditure	19,899	39,617	245,401	205,784		205,784
plus Transfer from EMR	0	0				

Summary Income & Expenditure by Budget Heading 03/07/2024

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Movement to/(from) Gen Reserve	<u>(19,899)</u>	<u>(39,617)</u>				
Staffing Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
Expenditure	<u>19,899</u>	<u>39,617</u>	<u>245,401</u>	<u>205,784</u>	<u>0</u>	<u>205,784</u>
Net Income over Expenditure	<u>(19,899)</u>	<u>(39,617)</u>				
plus Transfer from EMR	<u>0</u>	<u>0</u>				
Movement to/(from) Gen Reserve	<u>(19,899)</u>	<u>(39,617)</u>				

Moorings

200 Moorings	Income	571	11,002	7,000	(4,002)	
	Expenditure	131	221	18,600	18,379	18,379
	Net Income over Expenditure	<u>441</u>	<u>10,781</u>	<u>(11,600)</u>	<u>(22,381)</u>	
	plus Transfer from EMR	<u>0</u>	<u>0</u>			
	Movement to/(from) Gen Reserve	<u>441</u>	<u>10,781</u>			
	Moorings Income	<u>571</u>	<u>11,002</u>	<u>7,000</u>	<u>(4,002)</u>	
	Expenditure	<u>131</u>	<u>221</u>	<u>18,600</u>	<u>18,379</u>	<u>0</u>
	Net Income over Expenditure	<u>441</u>	<u>10,781</u>			
	plus Transfer from EMR	<u>0</u>	<u>0</u>			
	Movement to/(from) Gen Reserve	<u>441</u>	<u>10,781</u>			

Grand Totals:- Income	<u>6,449</u>	<u>285,044</u>	<u>645,373</u>	<u>360,329</u>		
Expenditure	<u>76,430</u>	<u>164,442</u>	<u>649,873</u>	<u>485,431</u>	<u>14,650</u>	<u>470,781</u>
Net Income over Expenditure	<u>(69,981)</u>	<u>120,602</u>	<u>(4,500)</u>	<u>(125,102)</u>		
plus Transfer from EMR	<u>0</u>	<u>0</u>				
less Transfer to EMR	<u>0</u>	<u>0</u>				
Movement to/(from) Gen Reserve	<u>(69,981)</u>	<u>120,602</u>				

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR BUILD 64 BS Maintenance	66,935.00		66,935.00
321 EMR BUILD Town Hall Gardens	250.00		250.00
322 EMR MOOR Prior's Court	19,894.23		19,894.23
324 EMR E&A Noticeboards & Swapbox	1,708.00		1,708.00
325 EMR E&A Playground Projects	24,003.00		24,003.00
326 EMR E&A Youth	4,105.00		4,105.00
328 EMR BUILD War Memorial	7,875.73		7,875.73
329 EMR SH Severn Ham	34,133.00		34,133.00
330 EMR E&A CCTV	4,125.00		4,125.00
331 EMR E&A Tree Maintenance	5,650.00		5,650.00
332 EMR E&A Street Furniture	6,014.00		6,014.00
333 EMR E&A Toilet Block Project	13,145.00		13,145.00
335 EMR E&A Bus Shelters	10,773.25		10,773.25
336 EMR FIN Regalia	209.00		209.00
337 EMR FIN Website	2,520.00		2,520.00
338 EMR FIN Professional Fees	5,237.00		5,237.00
339 EMR FIN Legal	17,467.00		17,467.00
340 EMR FIN Elections	5,000.00		5,000.00
341 EMR FIN Tourism & Marketing	1,757.00		1,757.00
342 EMR FIN Newsletter	2,148.00		2,148.00
343 EMR SH Weeding	22,679.00		22,679.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Footpath Repairs	3,253.00		3,253.00
349 EMR MOOR Projects	14,051.00		14,051.00
350 EMR BUILD Watson Hall Lease *	20,000.00		20,000.00
351 EMR BUILD 64 BS Grant Income	144,321.00		144,321.00
354 EMR BUILD TH Maintenance	18,029.00		18,029.00
355 EMR BUILD WH Projects	19,319.00		19,319.00
356 EMR BUILD WH Bar Equipment	2,062.00		2,062.00
357 EMR BUILD 64 BS Projects	11,219.00		11,219.00
359 EMR PLA Community Devel Planni	5,856.00		5,856.00
360 EMR BUILD TH Projects	33,362.00		33,362.00
361 EMR FIN Community Grants	600.00		600.00
362 EMR FIN Tewkes Live Music Fest	2,199.00		2,199.00
364 EMR Buildings Fundraising	720.00		720.00
365 EMR FIN Events and Services	2,439.00		2,439.00
366 EMR BUILD TH Equipment	870.00		870.00
367 EMR E&A Toilet Block Utilities	1,429.00		1,429.00
369 EMR STA Training	2,087.00		2,087.00
370 EMR PLA CIL	2,252.00		2,252.00
371 EMR PLA Planning Consultancy	1,415.00		1,415.00
372 EMR STA Professional Fees	3,792.00		3,792.00
373 EMR E&A Defibrillators	1,500.00		1,500.00
375 EMR BUILD WH Go Fund Me	76.00		76.00
	<u>563,154.21</u>	<u>0.00</u>	<u>563,154.21</u>

List of Payments made between 01/05/2024 and 31/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/05/2024	IMEX	Std Ord	57.60		Till Maintenece
01/05/2024	Tesco Mobile	May 2024	27.98		Mobiles
01/05/2024	Cellar Supplies Cheltenham Ltd	962282	1,053.54		Credit Note
01/05/2024	Inty Limited	715863	125.66		IT
01/05/2024	SLCC	DEB	144.00		7519
07/05/2024	A&E Fire and Security	1	2,316.11		Door Switches
07/05/2024	Anti Graffiti Systems Ltd	2	108.00		Pest Control
07/05/2024	Countrywide Grounds Maintenanc	3	270.00		Grass cutting - Extra cuts
07/05/2024	Eventec Ltd	4	7,026.00		Installation/removal/call outs
07/05/2024	Foster Surveys - Land and Buil	5	495.00		Surveying
07/05/2024	Gloucester Asbestos Ltd	6	1,176.00		Asbestos Removal
07/05/2024	GAPTC	7	556.00		Internal Audit
07/05/2024	GB Sport & Leisure	8	161.93		Part replacements
07/05/2024	Glasdon UK Limited	9	1,773.36		Dog Waste Bins
07/05/2024	Gloucestershire County Council	10	195.00		First Aid Training
07/05/2024	Gloucester Brewery	11	458.40		Bar Stock
07/05/2024	Greenfields Garden Services Lt	12	6,035.17		Mitton Play Area
07/05/2024	Timber & Hardware Supplies Ltd	13	46.95		Supplies
07/05/2024	Haywards Tewkesbury Ltd	14	134.35		Assorted invoices
07/05/2024	Hy-Clean Supplies Limited	15	816.77		Cleaning Supplies
07/05/2024	Laithwaites Wine Gloucester Sh	16	95.04		Bar Stock
07/05/2024	Electrical Plumbing & Building	17	105.00		Leaking sink WH
07/05/2024	DDC Foods Ltd.	18	79.16		Bar Stock
07/05/2024	Notice Board (UK) Limited	19	817.20		Spring Gardens Noticeboard
07/05/2024	Npower Business Solutions	20	265.27		Christmas Lights electric
07/05/2024	Orchard Fundraising Ltd	21	495.00		Fundraising
07/05/2024	Panacea Business Solutions Ltd	22	99.28		Photocopier
07/05/2024	PAYROLLS UK LTD	23	87.60		Payroll Processing
07/05/2024	Ben Perry	24	330.00		VAT
07/05/2024	PKF Littlejohn LLP	25	2,703.00		Professional Services
07/05/2024	Proactive Business Supplies Lt	26	59.28		Office Supplies
07/05/2024	Network Connections Uk Ltd T/A	27	4,050.00		CCTV Maintenance
07/05/2024	Rialtas Business Solutions Ltd	28	1,330.80		Digital Vat
07/05/2024	Severn Seating	29	815.00		Bench restoration
07/05/2024	S&T Sheds Newton Farm	30	740.00		TH Garden Shed
07/05/2024	SPA Security	31	292.80		Keyholding
07/05/2024	William Spry - Stocktaker	32	210.00		Stock Taking
07/05/2024	Tewkesbury Borough Council	33	1,800.00		Annual inspection of play area
07/05/2024	Trade UK (T/A Screwfix)	34	324.05		Kickplates
07/05/2024	Travis Perkins Trading Company	35	40.51		Flagstones
07/05/2024	Vimto Out of Home	36	469.82		Bar Stock
07/05/2024	Debbie Hill	FPO	13.50		Expenses
07/05/2024	TBC - Back Of Avon	5105564X	77.88		Back Of Avon Business Rates
07/05/2024	TBC - St Marys Lane	51055668	53.08		St Marys Lane Business Rates
09/05/2024	Cellar Supplies Cheltenham Ltd	963312	241.38		Bar Stock
13/05/2024	Jenantone	FPO	400.00		Barn Dance
14/05/2024	AG Boniface & Sons Ltd	37	38,645.71		Progress Payment

List of Payments made between 01/05/2024 and 31/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/05/2024	Timber & Hardware Supplies Ltd	38	34.72		Supplies
14/05/2024	Laithwaites Wine Gloucester Sh	39	186.00		Bar Stock
14/05/2024	Liz O'Sullivan	40	160.00		Civic Awards
14/05/2024	Nick Joyce Architects	41	2,191.55		Mend Works
14/05/2024	Panacea Business Solutions Ltd	42	52.34		Photocopier
14/05/2024	Paul Burdick - ACCLC	43	661.20		Year End Processing
14/05/2024	Proactive Business Supplies Lt	44	97.59		Office Supplies
14/05/2024	Network Connections Uk Ltd T/A	45	1,074.22		Move CCTV
14/05/2024	SLCC Enterprises Ltd	46	144.00		Qualification Fee
14/05/2024	Charlton Networks	INV-1509	1,068.48		Laptop config
14/05/2024	A&E Fire and Security	1	1,290.73		Call Out
14/05/2024	The Cotswold Framing Company	2	175.00		Civic award framing
14/05/2024	Dormakaba	3	348.00		Maint Contract
14/05/2024	K J Hobson	4	240.00		Hanging baskets
14/05/2024	GAPTC	5	2,646.63		Annual Membership
14/05/2024	Haywards Tewkesbury Ltd	6	73.56		Assorted
14/05/2024	Hy-Clean Supplies Limited	7	221.48		Cleaning Supplies
14/05/2024	C.W. Hygiene Services Ltd	8	480.00		Window Cleaning
14/05/2024	Tewkesbury Museum	9	4,089.11		Packing materials
14/05/2024	PAYROLLS UK LTD	10	76.80		Bar Payroll processing
14/05/2024	Priors Park Neighbourhood Proj	11	200.00		Share box Stonehills
14/05/2024	Rialtas Business Solutions Ltd	12	831.60		Asset inventory licences
14/05/2024	Tewkesbury Borough Council	13	678.78		Rates Town hall
14/05/2024	WHC Hire Services Ltd	14	24.00		Strimmer rental
14/05/2024	Wildfowl and Wetlands Trust	15	129.36		Conservation Projects
14/05/2024	GAB	Std Ord	6,188.00		Contractor costs
14/05/2024	Tewkesbury Big Weekend	FPO	800.00		Community Grant Awarded
15/05/2024	Countrywide Grounds Maintenanc	Std Ord	211.00		Grass Cutting
15/05/2024	Cellar Supplies Cheltenham Ltd	963404	465.38		Bar Stock
15/05/2024	Octopus Energy - Oldbury Rd To	on account	2.62		Purchase Ledger DDR Payment
16/05/2024	Tewkesbury Medieval Festival	FPO	3,000.00		Community Grant Awarded
20/05/2024	square	DD	34.53		Ticket Sale refund
20/05/2024	TBC - TC	Std Ord	354.00		Non Domestic Rates Town Hall
20/05/2024	Charlton Networks	40703	190.39		IT
20/05/2024	Waterplus (Town Hall - 0385036	05606092	117.41		Water
20/05/2024	Staff Salaries	BP	8,860.09		Office Net Wages May P2
20/05/2024	Staff Salaries	BP	1,790.31		Bar Net Wages May P2
20/05/2024	Staff Salaries	BP	85.26		Duty Manager May P2
21/05/2024	Npower Business Solutions	10327822	69.20		Christmas Lights electric
21/05/2024	Smith's (Gloucester) Limited	C472251	157.03		Waste and recycling
21/05/2024	Heath Fury	FPO	400.00		Picnic Benches
22/05/2024	Cellar Supplies Cheltenham Ltd	977962	149.70		Bar Stock
22/05/2024	P Loader	FPO	1,500.00		64 Barton ST - Renovations
22/05/2024	Waterplus (Watson Hall Bar- 03	05652100	58.09		Water
22/05/2024	Waterplus (Toilet Block - 0513	05635941	71.36		Water
23/05/2024	Digital Telecom Ltd	207752	78.73		Phones
23/05/2024	Digital Telecom Ltd	207753	53.75		Phones

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28/05/2024	Diversity Business Services	Std Ord	165.00		HR Retainer
28/05/2024	Lloyds	PAY	53.05		Service charges
30/05/2024	Cellar Supplies Cheltenham Ltd	977063	51.59		Bar Stock
30/05/2024	Waterplus (Trough B. Avon - 08	05773058	7.77		Water
30/05/2024	Spotify	DEB	11.99		Spotify Premium
30/05/2024	Direct-Fundraising	DEB	188.40		Collection Buckets
31/05/2024	Gloucester County Council	FPO	2,212.00		Pensions May P2
31/05/2024	HMRC	FPO	1,667.10		Tax/Ni May P2
31/05/2024	NEST	DD	204.87		Pensions May P2
31/05/2024	One Stop	DEB	1.30		Milk
31/05/2024	Petty Cash	CASH	24.29		Sundries, Milk
31/05/2024	Petty Cash	CASH	-24.29		Reversal

Total Payments 123,993.25

AGENDA ITEM 13 – UPDATE ON TOWN SAFE SCHEME

- Radios and equipment have all arrived, site visit taken place, and location all agreed and tested in Town Hall and equipment now installed (small electrical work to be actioned)
- DISC system all configured and ready to go, there is an instant messaging system in DISC and accessible via the APP, I have just completed all the GDPR/Policy for this particular function, and it is switched on in Gloucester /Cheltenham
- Information Packs, all branded with radio instructions, window stickers and yellow cards all designed
- Documentation and agreements all setup in the CRM system
- The OFCOM licence required to get the radios all programmed and the antenna licensed
- Quite a few shops who have committed to scheme and pubs/venues being encouraged to join at Pubwatch meeting in July

Gloucestershire County Council Report – TTC - Cate Cody - July 2024

I'm so pleased to see that the **on-demand Robin bus** is being well used in Twyning. I have been able to add several additions collection and drop off points. Whilst not always, possible, the service is as accommodating as possible. If you want to go to Twyning or have friends in areas around Tewkesbury without public transport, please use the service! (The Robin connects areas without transport to those which have it, eg it will bring those from Twyning into Tewkesbury where they can catch buses onwards to Cheltenham/ Gloucester etc, or it will take those from Tewkesbury into Twyning and back).

Tewkesbury **Repair Café** Next session **Sat 20th July**, 2-5pm at the Baptist Church.

Tree Council funding for schools, tree warden networks and community groups. Groups can claim from £250 - £2,500 for tree/hedge/orchard planting projects. Please advertise to any interested groups. [Branching Out Fund - The Tree Council](#)

Plastic free July promotes not using single-use plastics, encouraging alternative longer term habits. Going plastic free leads to cleaner streets, oceans and communities across the world. In 2022 140 million participated and reduced waste by 2.6 million tonnes. Top tips include: Use reusable coffee cups; Use reusable shopping bags; Use reusable water bottles; Avoid pre-packed bread and bakery goods; [Buy more loose produce](#)

Daytime Dances Free events, all are welcome – you can enjoy a cup of tea, a chat and some happy swing music, or even join in with some dancing if you like. Next date is **Thursday 18th July**, 1-4pm, Watson Hall, Barton Street, Tewkesbury. You could book the Robin to get there!

Tewkesbury Goes Wild! After participating in The Wildlife Trust's nationwide 30daysWild June campaign in 2022, I came up with the concept of *Tewkesbury Goes Wild* and organised a calendar of free, outdoor, nature-based events during July within the parish of Tewkesbury. Following last year's success, I'm very pleased to say that it will be running again this year, this time under the umbrella of our Town Council. Thank you to all the hosts involved and a special thanks to our deputy clerk Jen and fellow Town Councillor Phil for their help this time.

See <https://tewkesburytowncouncil.gov.uk/wp-content/uploads/2024/06/Tewkesbury-Goes-Wild-2024-Calendar.pdf> for more information.

GCC News June 2024

[Multiple agencies test their skills at Cotswold Airport in large-scale training exercise](#)

Emergency services from across the country have spent three days at Cotswold Airport taking part in a large-scale training exercise to practice their response to a major incident.

[The 80th Anniversary of D-Day – commemorations in Gloucestershire](#)

June 6, 1944 saw the largest seaborne invasion in history as allied forces landed on the beaches of Normandy, beginning the liberation of France and leading to victory in Europe.

[Trading standards warn retailers over underage vape sales](#)

Trading standards officers from Gloucestershire County Council are disappointed in the number of shops found to have sold vapes to underage buyers.

[New mental wellbeing helpline launched](#)

Gloucestershire County Council is investing up to £1.4million over the next 7 years in a new helpline to support the mental wellbeing of adults in the county.

[Gloucestershire Fire and Rescue Service success at Welsh Firefighter Challenge](#)

On Saturday 1 June, 18 competitors from Gloucestershire Fire and Rescue Service (GFRS) travelled to Swansea to take part in the annual Welsh Firefighter Challenge. The event was hosted by Mid and West Wales Fire and Rescue Service.

[We want your views on domestic abuse](#)

Have you or someone you know experienced domestic abuse? Maybe you come into contact with people who have experienced domestic abuse as part of your job? Or have you noticed harmful aspects of your own behaviour you want support with.

[Shared Lives Carers inspiring others to make a difference](#)

To celebrate Shared Lives Week (24th to 28th June) carers in Gloucestershire are hoping to inspire others to provide a home and family to someone with care and support needs, helping them to make the most of life.

[Summer HAF activity booking opens next week](#)

Activity booking for the summer Holiday Activities and Food Programme (HAF) opens on Monday 1st July.