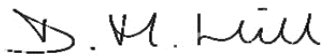


**TEWKESBURY TOWN COUNCIL
MOORINGS COMMITTEE
TUESDAY 24th JUNE 2025**

To: Councillors C Danter (Chairman), S. Raywood, H Bowman, R Gurney and Mr P Cronin

You are hereby summoned to a meeting of the Moorings Committee to be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, Tuesday 24th June 2025 at 12.30pm

Members of the public and press are welcome to attend.



Debbie Hill, Town Clerk
17th June 2025

AGENDA

1. Receive apologies for absence
2. Receive declarations of interests
3. Receive dispensations
4. Approve the minutes of the Moorings Committee meeting held on 25th March 2025
5. Matters arising from the minutes - for information only
6. Receive correspondence relating to the Moorings Committee
7. 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.)*
8. To receive the committee budget report and earmarked reserve report
9. To agree contractor for removal of finger moorings at St Marys Lane
10. To approve pollarding of Priors Court willow trees at a cost of £300+VAT
11. To agree to review the recent topographical and GPR surveys carried out at a working group meeting in July/August
12. To receive an update from the Admin Assistant and agree any actions including:
 - i. Back of Avon moorings
 - ii. Moorings adjacent to St Marys Lane Car Park
13. To consider the committee's current terms of reference and to amend them if required, in view of recent changes to the frequency of Full Council meetings.
14. To review, update and agree next steps on the Moorings Work Programme

- 15.** 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.
- 16.** Update regarding ongoing legal matters

MINUTES
of the
Moorings Committee meeting held on 25th March 2025 at 12.30pm
in the Town Hall, Tewkesbury

Present: Cllrs C Danter (Chair), H Bowman, P Jones, S Raywood, Mr P Cronin

In attendance: K Chambers (Admin Assistant)

M24.095 Receive apologies for absence
None.

M24.096 Receive declarations of interest
None.

M24.097 Receive dispensations
None.

M24.098 Approve the minutes of the Moorings Committee meeting held on 21st January 2025
It was RESOLVED to approve the minutes of the meeting held on 21st January 2025.
Proposed by Cllr Jones, seconded by Cllr Bowman.

M24.099 Matters arising from the Moorings meeting 21st January - for information only

24.050 – Email from member of the public regarding sunken boat
Boat has now been removed by mooring owner. See item M24.100 - 1 below for more information.

24.042 – Letter to GK Engineering regarding Back of Avon work outstanding
Contractor has completed work on the slipway, Admin Assistant to ask when rectification work will be completed at St Marys Lane. Work has been delayed due to river being in flood.

24.064 1. – Nesting swans and speed of boats on the river - signage
Admin Assistant chased ANT regarding possible signage, no response received to date.
Action – Admin Assistant to contact ANT again and ask that a river warning be put in place with immediate effect to notify river users where the swans are nested.

M24.100 Receive correspondence relating to the Moorings Committee
1. Sunken boat – the moorings owner has asked if the Town Council can offer any financial help towards the removal of the sunken boat from his mooring
Discussed – the committee considered the request, but did not agree to offer any financial help. It was suggested the moorings owner contact the small claims court in an attempt to recover the costs from the boat owner.

Action - Admin Assistant to email the moorings owner to advise what was discussed.

2. Email from moorer at the Back of Avon – regarding the current state of the mooring

The committee share the moorers frustrations – the aim is to install stronger structures, not just patch and mend what is there. Approvals need to be sought where required, and options explored.

It was discussed whether the boats currently on the Back of Avon need to be moved, due to them being on an unsafe structure.

Action – Admin Assistant to email the moorer and confirm what was discussed. Also to contact the owner of the Riverside Café to ask whether the Town Council could temporarily moor two boats there whilst the state of the Back of Avon is assessed and ultimately repaired.

Post meeting note – GAB Services carried out emergency work to the mooring to make it safe. Therefore, contact with café owner was not required.

M24.101 Public Participation
None.

M24.102 To receive the committee budget report (including earmarked reserves)
Received.

M24.103 To agree the earmarked reserves at the end of the financial year 2024/25
It was RESOLVED to earmark the following:

200/4450 Maintenance up to £6,290 to EMR349 MOOR Projects
200/4590 Projects up to £4,760 to EMR349 MOOR Projects

Proposed by Cllr Raywood, seconded by Cllr Danter.

M24.104 To discuss and agree repairs to Back of Avon moorings at a cost of £1,375 as per quote received from G K Engineering & Marine Services or any alternative actions for this site

Discussed and it was agreed that considering the poor state of the Back of Avon mooring, emergency work would need to be done on as soon as possible to make it safe.

Proposed by Cllr Danter, seconded by Cllr Jones.

Action - Admin Assistant to obtain quotes from two further contractors to carry necessary works to ensure the structure is useable.

Post meeting note – GAB Services were able to do emergency work to the mooring to make it safe for moorers to continue using. Therefore, no quotes required.

M24.105 To agree that wherever possible no new moorings are built with wooden plank walkways, as these have proved to be less effective with our ever-changing water levels and conditions

It was suggested that GRP Grating panels (25mm) – 2m x 1m may be more suitable @ £120 + VAT.

It was RESOLVED to agree that wherever possible no new moorings are built with wooden plank walkways, as these have proved to be less effective with our ever-changing water levels and conditions.

Proposed by Cllr Jones, seconded by Cllr Raywood.

- M24.106 To receive an update on the removal of the finger moorings at St Marys Lane**
Received, the Admin Assistant provided the following update:
Met with EA, they have no objection. As the channel is defined as a salmonid/cyprinid watercourse this work can only be undertaken between 16 June and 30 September and should be done with care to minimise the disturbance of silts.

Quotes for removal:

1. Asking ANT for a quote
2. Avon View Marina/Narrowboats – awaiting quote, met 5th March 2025
3. RA Marine Ltd - awaiting quote, met 10th March 2025

Admin Assistant has completed the form to obtain ANTs consent (on 12th March 2025) – could be 8-12 weeks before received.

- M24.107 To note any quotes received to date for finger mooring removal or alternative moorings at St Marys Lane/ Back of Avon**

No quotes received to date. Alternative moorings:

1. Avon View Marina/Narrowboats – awaiting quote, met 5th March 2025 to look at Back of Avon
2. RA Marine Ltd – awaiting quote, met and looked at St Marys Lane, but could use solution on other moorings. Suggested not a floating mooring, but a mooring made of different, longer lasting material. Looking at around £500/£600 per square metre
3. Pontoon Provider – gave a rough idea/quote by email. Hasn't visited but emailed the following:

We can help with this process.

The simplest solution is to use a plastic modular Cubisystem which is between £200 and £250 per m2 depending on associated equipment you have with it. It would come with a 15year product warranty.

If you wanted a more premium feel with a timber deck and steel ring frame with could between £500 and £750 per m2 depending on buoyancy required and a utilities supplied.

All figures exclude vat, delivery and installation.

- M24.108 To review and agree relevant planning or Licences required to progress work**
Reviewed – it was RESOLVED to defer to the next working group for discussion.
Proposed by Cllr Danter, seconded by Cllr Jones.

- M24.109 To agree new T&C's**
It was RESOLVED to agree subject to minor amendments. Proposed by Cllr Jones, seconded by Cllr Raywood.

Action – Admin Assistant to arrange for new contracts (including T&C's) to be sent to all moorers when required.

- M24.110** **To agree to erect basic signage on Town Council moorings and instigate upgrades when town compatible signage and/or funds become available**
It was RESOLVED to agree - proposed by Cllr Jones, seconded by P Cronin.
- M24.111** **To review, update and agree next steps on the Moorings Work Programme**
Reviewed.
- M24.112** **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.**
It was RESOLVED to exclude the press and public. Proposed by Cllr Danter, seconded by Cllr Raywood.
- M24.113** **Consider and agree matters raised by Avon Navigation Trust regarding the lease**
It was RESOLVED to agree with the proposal of Thomson and Bancks regarding the lease. Proposed by Cllr Jones, seconded by Cllr Bowman.
- M24.114** **Update regarding ongoing legal matters**
An update was given regarding ongoing legal matters.

There being no further business, the meeting closed at 14:20

Signature of Chairman upon approval of the minutes 24th June 2025

Annual Budget - By Centre (Actual YTD Month 3)

| | | <u>Last Year</u> | | <u>Current Year</u> | | | | <u>Next Year</u> | | |
|------------|---------------------------------------|------------------|--------|---------------------|------------|-----------|-----------|------------------|-----|-----------------|
| | | Budget | Actual | Total | Actual YTD | Projected | Committed | Agreed | EMR | Carried Forward |
| 200 | <u>Moorings</u> | | | | | | | | | |
| 1300 | Moorings Income | 7,000 | 9,325 | 5,000 | 1,529 | 0 | 0 | 0 | 0 | 0 |
| 1850 | HAZ Income | 0 | 9,355 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Total Income | 7,000 | 18,680 | 5,000 | 1,529 | 0 | 0 | 0 | 0 | 0 |
| 4450 | Maintenance | 7,000 | 1,365 | 7,000 | 90 | 0 | 0 | 0 | 0 | 0 |
| 4460 | Rates | 1,500 | 1,357 | 2,500 | 291 | 0 | 0 | 0 | 0 | 0 |
| 4470 | Mooring Leases | 100 | 100 | 100 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4590 | Projects | 10,000 | 5,240 | 10,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4960 | Equipment | 0 | 0 | 500 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Overhead Expenditure | 18,600 | 8,062 | 20,100 | 381 | 0 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (11,600) | 10,618 | (15,100) | 1,148 | 0 | | 0 | | |
| | Total Budget Income | 7,000 | 18,680 | 5,000 | 1,529 | 0 | 0 | 0 | 0 | 0 |
| | Expenditure | 18,600 | 8,062 | 20,100 | 381 | 0 | 0 | 0 | 0 | 0 |
| | Movement to/(from) Gen Reserve | (11,600) | 10,618 | (15,100) | 1,148 | 0 | | 0 | | |

Detailed Income & Expenditure by Budget Heading 10/06/2025

Month No: 3

Cost Centre Report

| | | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | Transfer to/from EMR |
|------------|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|-------------------------|
| <u>200</u> | <u>Moorings</u> | | | | | | |
| 1300 | Moorings Income | 1,529 | 5,000 | 3,471 | | | |
| | Moorings :- Income | <u>1,529</u> | <u>5,000</u> | <u>3,471</u> | | | <u>0</u> |
| 4450 | Maintenance | 90 | 7,000 | 6,910 | | 6,910 | |
| 4460 | Rates | 291 | 2,500 | 2,209 | | 2,209 | |
| 4470 | Mooring Leases | 0 | 100 | 100 | | 100 | |
| 4590 | Projects | 0 | 10,000 | 10,000 | | 10,000 | |
| 4960 | Equipment | 0 | 500 | 500 | | 500 | |
| | Moorings :- Indirect Expenditure | <u>381</u> | <u>20,100</u> | <u>19,719</u> | <u>0</u> | <u>19,719</u> | <u>0</u> |
| | Net Income over Expenditure | <u>1,148</u> | <u>(15,100)</u> | <u>(16,248)</u> | | | |
| | Grand Totals:- Income | <u>1,529</u> | <u>5,000</u> | <u>3,471</u> | | | |
| | Expenditure | <u>381</u> | <u>20,100</u> | <u>19,719</u> | <u>0</u> | <u>19,719</u> | |
| | Net Income over Expenditure | <u>1,148</u> | <u>(15,100)</u> | <u>(16,248)</u> | | | |
| | Movement to/(from) Gen Reserve | <u>1,148</u> | <u>(15,100)</u> | <u>(16,248)</u> | | | |

Earmarked Reserves

| | <u>Account</u> | <u>Opening Balance</u> | <u>Net Transfers</u> | <u>Closing Balance</u> |
|-----|--------------------------------|------------------------|----------------------|------------------------|
| 320 | EMR BUILD 64 BS Maintenance | 87,693.00 | | 87,693.00 |
| 321 | EMR BUILD Town Hall Gardens | 250.00 | | 250.00 |
| 324 | EMR E&A Noticeboards & Swapbox | 1,387.00 | | 1,387.00 |
| 325 | EMR E&A Playground Projects | 29,941.00 | | 29,941.00 |
| 326 | EMR E&A Youth | 4,105.00 | | 4,105.00 |
| 328 | EMR BUILD War Memorial | 8,875.73 | | 8,875.73 |
| 329 | EMR SH Severn Ham | 41,163.00 | | 41,163.00 |
| 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 | 6,521.00 | | 6,521.00 |
| 333 | EMR E&A Toilet Block Project | 25,626.00 | | 25,626.00 |
| 335 | EMR E&A Bus Shelters | 6,951.25 | | 6,951.25 |
| 336 | EMR FIN Regalia | 209.00 | | 209.00 |
| 337 | EMR FIN Website | 2,787.00 | | 2,787.00 |
| 338 | EMR FIN Professional Fees | 5,237.00 | | 5,237.00 |
| 339 | EMR FIN Legal | 16,362.00 | | 16,362.00 |
| 340 | EMR FIN Elections | 6,000.00 | | 6,000.00 |
| 341 | EMR FIN Tourism & Marketing | 2,117.00 | | 2,117.00 |
| 342 | EMR FIN Newsletter | 2,148.00 | | 2,148.00 |
| 343 | EMR SH Weeding | 24,163.00 | | 24,163.00 |
| 344 | EMR SH Severn Ham Tree Maint | 4,250.00 | | 4,250.00 |
| 345 | EMR SH Hay Sowing Project | 8,675.00 | | 8,675.00 |
| 346 | EMR SH Footpath Repairs | 5,253.00 | | 5,253.00 |
| 349 | EMR MOOR Projects | 44,340.23 | | 44,340.23 |
| 350 | EMR BUILD Watson Hall Lease * | 19,250.00 | | 19,250.00 |
| 351 | EMR BUILD 64 BS Grant Income | 9,461.00 | | 9,461.00 |
| 354 | EMR BUILD TH Maintenance | 22,360.00 | | 22,360.00 |
| 355 | EMR BUILD WH Projects | 18,876.00 | | 18,876.00 |
| 356 | EMR BUILD WH Bar Equipment | 2,163.00 | | 2,163.00 |
| 357 | EMR BUILD 64 BS Projects | 7,662.00 | | 7,662.00 |
| 359 | EMR PLA Community Devel Planni | 6,856.00 | | 6,856.00 |
| 360 | EMR BUILD TH Projects | 53,362.00 | | 53,362.00 |
| 362 | EMR FIN Tewkes Live Music Fest | 21,775.00 | -1,580.25 | 20,194.75 |
| 365 | EMR FIN Events and Services | 4,433.00 | | 4,433.00 |
| 366 | EMR BUILD TH Equipment | 870.00 | | 870.00 |
| 369 | EMR STA Training | 736.00 | | 736.00 |
| 370 | EMR PLA CIL | 2,252.00 | | 2,252.00 |
| 371 | EMR PLA Planning Consultancy | 6,415.00 | | 6,415.00 |
| 372 | EMR STA Professional Fees | 5,501.00 | | 5,501.00 |
| 375 | EMR BUILD WH Go Fund Me | 76.00 | | 76.00 |
| 376 | BUILD 64 BS Health & Safety | 825.00 | | 825.00 |
| 377 | EMR BUILD TH Accessibility | 12,485.00 | | 12,485.00 |
| 378 | EMR FIN IT | 2,481.00 | | 2,481.00 |
| 379 | EMR WH Equipment | 1,473.00 | | 1,473.00 |
| | | 543,141.21 | -1,580.25 | 541,560.96 |

| Moorings Work Programme | | | |
|---|--------|-------------------|--|
| Action | Status | Date at committee | Comments |
| Actions - general | | | |
| Website content | Open | | Reviewed at working group meeting 5th Nov 2024 |
| What3words for all moorings | Open | | |
| Signage for all moorings | Open | | Reviewed, agreed to wait for funding to pursue |
| Healings Mill bridge to the village green - lock side | | | |
| Awaiting outcome of Leases | Open | | |
| Healings Mill bridge to the village green - Red Lane side | | | |
| Red lane original lease to be located | Open | | |
| Manage moorings from the flood proof steps | Open | | |
| Healings Mill bridge to Green bridge | | | |
| Topographical survey | Closed | | Surveys carried out wc 3rd March, output received |
| Ground survey | Closed | | Surveys carried out wc 3rd March, output received |
| Wall opposite the Mill is heavy with weeds which need clearing to allow condition inspection | Open | | |
| Small tree in the wall needs removing | Open | | |
| Some old moorings left after the floods but they are not accessible from the road, only from the water. | Open | | |
| Research possibility of second access point to these moorings | | | |
| Green bridge to end of commercial moorings | | | |
| Topographical survey | Closed | | Surveys carried out wc 3rd March, output received |
| Ground survey | Closed | | Surveys carried out wc 3rd March, output received |
| Half Moorings missing resulting from floods | Open | | |
| This area needs a big investment to renew these moorings | Open | | |
| Do we install an extra gate to keep long-term moorings separate from day trippers? | Open | | |
| Reports from commercial moorings | Open | | |
| Priors Court | | | |
| Topographical survey | Closed | | Surveys carried out wc 3rd March, output received |
| Ground survey | Closed | | Surveys carried out wc 3rd March, output received |
| Warrant for removal of structure next to Cottage | Open | | Update 25/3/25 - Town Clerk progressing with solicitors |
| Registration | Open | | |
| Check previous surveys to see if still relevant | Closed | | Two surveys located - carried out in 2022. Otter and water vole survey and HRA survey (Habitat Regulations Assessment) |
| What is the proposed long term use of these moorings | Open | | Rise and fall mooring possibly - try to obtain a cost for this |
| Remove willow trees | Open | | Following advice from the EA, likely best to leave as roots and silt supporting wall. Trees just need cutting back but not in nesting season (EO Feb-mid Mar). May 2025 - Admin Assistant contacted TBC for permission to pollard and asked contractor to give advice. |
| Manage weeds and other growth | Open | | |
| Ownership/maintenance of pathway | Open | | Town Clerk will follow up with the Borough council to confirm ownership |
| Ownership/maintenance of Wall | Open | | Note - wall in river belongs to the Town Council. DH to do a land registry search on Priors Court to ascertain ownership |
| Ownership of the slipway/protective surface and rope | Open | | The borough council have advised they don't own, so the Town Clerk is looking to register the land with the Town Council |

| | | | |
|---|--------|--|--|
| St Mary's Lane car park | | | |
| Topographical survey | Closed | | Surveys carried out wc 3rd March, output received |
| Land survey | Closed | | Surveys carried out wc 3rd March, output received |
| Letter to Contractor regarding uncompleted specified works | Open | | Work to be completed May 25 - dependant on river level |
| Who owns the piece of land car park side of the fence? | Open | | |
| Removal of old jetty moorings poles | Open | | Due to be removed July/August 2025 |
| Safety of part removed wall | Open | | |
| Investigate the possibility of mooring suitable for kayaks etc Wetherspoons end | Open | | |
| Signage | Open | | |
| Gate fastenings | Open | | |
| Removal of nettles and brambles | Open | | CD to contact MVS to see if they are able to help |
| Catspaw (boat) on moorings | Open | | ANT to contact owner to move (unlicensed) boat from TC mooring |
| Structure needs checking | Open | | |
| Boards need cleaning, checking, replacing | Open | | |
| St Mary's Road | | | |
| Ground Survey | Closed | | Surveys carried out wc 3rd March, output received |
| Topographical survey to include adjacent land | Closed | | Surveys carried out wc 3rd March, output received |
| Letter to owner of adjacent land | Open | | |
| St Mary's Road Jetty | | | |
| Topographical Survey | Closed | | Surveys carried out wc 3rd March, output received |
| Ground Survey | Closed | | Surveys carried out wc 3rd March, output received |
| Portage possibilities | Open | | |
| Bike rack | Open | | |
| Use of steps | Open | | |

