

**MINUTES**  
***of the***  
**Buildings Committee meeting held on 15<sup>th</sup> July 2025 at 6.00pm in the Town Hall,**  
**Tewkesbury**

**Present:** Cllrs C Danter (Chair), R Gurney, K Moran, P Jones

**In attendance:** D Hill (Town Clerk), M Hardy (Asset Manager) one member of the public

**B.25.016      Receive apologies for absence**

Cllrs S Raywood, C Robertson

**B.25.017      Receive declarations of interest**

None.

**B.25.018      Receive dispensations**

None.

**B.25.019      Approve the minutes of the Buildings & Moorings Committee meeting held on 27<sup>th</sup> May 2025**

It was RESOLVED to approve the minutes of the meeting held on 27<sup>th</sup> May. Proposed by Cllr Jones, seconded by Cllr Moran.

**B.25.020      Matters arising from the minutes – for information only**

**25.0009 Release of earmarked reserve 355** – The Town Cler reported this had been actioned and released into general reserve as year end accounts for 2024/25 complete.

**25.010 Town Hall handrail** – The Town Clerk confirmed that this was not included in any permitted planning permission.

**B.25.021      Receive correspondence relating to the Buildings Committee**

None.

**B.25.022      Public Participation**

None.

**B.25.023      Review the budget report and earmarked reserves report**

The budget and earmarked reserves reports were reviewed.

**B.25.024      Receive an update from the Town Clerk on the following:**

- i. **Town Hall refurbishment and accessibility project and associated grant funding**  
– The Committee wish to move forwards with priority A & B works as identified in the Condition Survey.
- ii. **Watson Hall refurbishment and associated grant funding** – The Town Clerk reported that an expression of interest for refurbishment works will be submitted to the Creative Foundations Fund by 25<sup>th</sup> July

- iii. **64 Barton Street refurbishment and internal reconfiguration/accessibility project** – The expression of interest for MEND5 was successful and next stage is to submit a full application by 2<sup>nd</sup> October.

**B.25.025 Review buildings work programme tracking documentation**

The documentation contained in the meeting pack was reviewed.

**B.25.026 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 Moran, seconded by Cllr Jones.

**B.25.027 Receive an update from the Town Clerk in respect of the Licence for the garden at the rear of the Watson Hall**

The Town Clerk provided an update. The opinion of the litigation solicitor was reviewed. Solicitor to prepare and send further letter.

**B.25.028 Review lease and relationship to Tewkesbury Museum**

The report prepared by the Town Clerk was reviewed.

The committee agreed in principle to take on all building costs associated with 64 Barton Street in view of the increased running costs and proposed rent. This would enable the Museum Trustees to focus on providing and running a museum for Tewkesbury.

**Action:** Town Clerk to add recommendation on working model going forward to next agenda.

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

Signature of Chairman upon approval of the minutes ..... 14<sup>th</sup> October 2025