

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
Held in the Council Chamber, Tetbury on Monday 15th May 2017 at 7pm

PRESENT:

Councillors: Ball, Walsh, Hirst, Painter, Maslin, Williams, Easterbrook, Morgan, Edge, Monks, Lea, Burrell, Stevenson.

Officers: Town Clerk, Stephen Holley and Customer Relations Officer Georgina Osman.

Public: six members of the Public and one Press.

TC01. 05/17 Election of Mayor:

Councillor Hirst was elected as Mayor and signed the Declaration of Acceptance of Office.

TC02. 05/17 Election of Deputy Mayor:

Councillor Williams was elected as Deputy Mayor and signed the Declaration of Acceptance of Office.

TC03. 05/17 Apologies for absence:

None

TC04. 05/17 Declarations of Pecuniary Interest in addition to those declared on Register:

Councillor Walsh item number 7. -TC10.04/17 and item number 17(iii). St Marys Primary School preschool provision

TC05. 05/17 Public Consultation:

Mr Pearce asked the Council to prioritise the extension of the burial ground. The Mayor replied that it was the Council's number one project and the Town Clerk advised that Geotechnical had been asked to proceed with bore hole testing. Mr Townsend advised the Council that on the third Friday of each month a luncheon would be held at the Dolphins Hall. On Sunday 11th June an open garden party would be held at Mr and Mrs Townsend's house.

TC06. 05/17 Adoption of minutes held 24th April 2017:

It was proposed by Councillor Walsh and seconded by Councillor Ball that the minutes be adopted with minor amendments – voted 11 in favour, 1 abstention.

TC07. 05/17 Progress Reports:

Contact Highways regarding speed limit on Cirencester Road – awaiting update from Highways. Proceed with 3-year lease for the former @Tetbury building (Coombe House) – this had been delayed due to Bromford needing more information for their Solicitor. Officers were chasing weekly for updates. Burial ground update – Geotechnical had been instructed and requested to provide a timetable. Councillor Painter was concerned about water levels and timing and if the Council had a plan B. The Town Clerk advised that the Highgrove Estate had been contacted about land on London Road. Councillor Morgan asked whether the Council should consider green burials – June agenda. Update on new Doctors Surgery – Four possible sites, the practice was currently in talks with landowners. Contact Highways re Gumstool Hill potholes – Advised the work would be done within a fortnight. Volunteers for French Trip – Councillors Morgan and Monks had volunteered. Replace external staircase outside Council chamber – Advised a vertical lift is not possible pursuing a stairlift. Write to local MP regarding pre-school provision in Tetbury – Referred to letter received by St Mary's Primary School and their concerns, Mayor to arrange a meeting with all pre-school providers. Contact shop keepers to see whether they would like to set up a Chamber of Trade – it was stated that the Chamber of Commerce had not 'closed'.

TC08. 05/17 Confirmation of Committees and Election of members to Committees:

Planning Committee: Councillors Ball, Burrell, Maslin, Monks, Morgan and Painter, with two vacancies to be filled once the Council had co-opted new members.

Finance and Scrutiny Committee: Councillors Ball, Easterbrook, Hirst, Painter, Walsh and Williams.

Heritage and Regeneration Committee: Councillors Ball, Burrell, Hirst, Maslin, Morgan, Painter and Stevenson, with one vacancy to be filled.

TC09. 05/17 Election of representatives to public bodies, charitable trusts, working groups:

TRLRT – Councillors Hirst and Morgan

Dolphins Hall Committee – Councillors Ball and Easterbrook

NPHAA Allotments – Vacancy

GAPTC – Councillor Hirst, as Mayor

Tetbury in Bloom – Councillor Ball

Gloucestershire Market Towns Forum – Councillor Painter

Gloucestershire Parish Charter – Councillor Easterbrook

Tenants Point of Contact – Councillor Painter

Highways Working Group – Councillors Painter, Walsh, Stevenson, Ball and Burrell

Neighbourhood Development Plan – Councillors Ball, Hirst and Burrell

Gloucestershire Playing Fields Association – Vacant

Tourism – Councillors Painter, Ball, Stevenson and Hirst (the Heritage and Regeneration Committee would be requested to consider reviving this panel)

Emergency Planning Group - Councillors Williams, Walsh, Burrell and Ball with one vacancy.

The Mayor thanked all Councillors who had represented the Council during the previous Council Year. It was suggested that the Office staff contact other organisations and schools within the town to see if they required a Councillor representative.

TC10. 05/17 Appointment of bankers (Lloyds) and cheque signatories (Councillors Hirst, Ball, Walsh, Holley):

Following the announcement from Lloyds that their branch in Long Street would close in September, the Council considered a proposal by Councillor Painter seconded Councillor Stevenson to change banks. The proposal was lost. It was proposed by Councillor Burrell, seconded Councillor Easterbrook to keep the same signatories – voted 12 in favour, 1 abstention.

TC11. 05/17 Review of the Terms of Reference for the Council's Committees:

The Clerk advised that a number of Personnel matters required consideration and suggested that Council might wish to create a Personnel Committee in the near future. The Clerk also advised that the Council might wish to review the number of seats on its Committees in the future. It was proposed by Councillor Walsh, seconded Councillor Burrell that the Terms of Reference for the Council's Committees be approved, subject to a number of minor amendments, voted 12 in favour, 1 abstention. (*Councillor Stevenson left the Chamber at this point*).

TC12. 05/17 Review of the Council's Standing Orders and Financial Regulations:

Standing Orders – The following amendments were agreed: remove from page 14 L (Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent) in view of legislation permitting such recording. On page 4 (22) (Councillors and staff shall not disclose confidential or sensitive information which for special reasons would not be in the public interest) – add 'confidential papers will be collected by the office staff at the end of meetings and destroyed'. Page 5 (30) All Councillors will attend GAPTC 'Good Councillor' training within 6 months of being appointed, a log of training will be held at the council offices to support future "Quality Council" accreditation – Clerk to investigate. It was proposed by Councillor Ball, seconded Councillor Maslin that the Standing Orders be approved subject to these amendments – voted 12 in favour, 1 abstention.

Financial Regulations – It was proposed by Councillor Walsh, seconded Councillor Burrell to adopt the Financial Regulations – voted all in favour.

TC13. 05/17 Fixed Asset Register:

The Town Clerk would arrange for valuations of The Old Courthouse, the Goods Shed, the Mayor's and Deputy Mayor's chains of office, the St Saviours Burial Ground and the War Memorial. The Town Clerk to advise on the position regarding the Police Museum computer and printer. A new chainsaw to be added to the Register once received. It was resolved that the Fixed Asset Register be approved subject to these amendments.

TC14. 05/17 Eligibility to exercise the Power of General Competence:

It was proposed by Councillor Walsh, seconded Councillor Ball to reaffirm eligibility to exercise the Power of General Competence – voted all in favour.

TC15. 05/17 Brief updates from Feoffees/Dolphins Hall/TRLRT:

Feoffees – Another member of the Feoffees had resigned. The Feoffees and the Thirteen wished to work with the Council to run another Dragons Den at Sir William Romney's school.

Dolphins Hall – The Deputy Chairman said he was saddened to lose Councillor Stevenson as a Town Council representative and hoped that Councillor Easterbrook would become part of the team and assist other Committee members with events. The Dolphins Hall Committee was congratulated for their hard work increasing booking numbers and income. The Finance and Scrutiny Committee would look into the possibilities how the Council could support the Dolphins Hall in the future.

TRLRT – Advised that Helen Hyde had been appointed as Events Manager. Update on installation of kitchen.

TC16. 05/17 Working Group Reports:

Neighbourhood Planning – The plan was currently going through the consultation stage which will finish 5pm 23rd June. The Clerk would obtain further information from CDC on planning applications received in respect of land identified within the NDP as open or green space.

TC17. 05/17 Correspondence received to date:

The Manager of Lloyds Bank had written inviting discussion on potential sites for mobile banking van. The Clerk would contact the Feoffees to see whether it could be sited at the Chipping Street car park. The Clerk would also arrange a meeting with the Mayor, Lloyds Regional Manager and other interested parties.

TC18. 05/17 District and Councillors Report:

Councillor Burrell - Pleased that a plan B is being pursued for future burial ground.

Councillor Morgan – Advised the car park sign at the Old Station Long Stay car park is out of date and will talk Cotswold District Council (CDC).

Councillor Stevenson – Sad no longer to be representing the Town Council at Dolphins Hall and confident that Councillor Easterbrook would embrace his new role.

Councillor Painter – Enjoyed his time as Deputy Mayor, would like an update regarding the Doctors surgery investigation. Surprised to hear that there had been no progress on the Burial Ground since the submission of the planning application in November. Requested if the Finance and Scrutiny Committee kept a record of grant payments made.

Councillor Easterbrook – Concerned about water shortages and asked whether the Council had a policy in place. The Town Clerk advised that the Council would continue to water the hanging baskets until such time as a hosepipe ban or other restriction came into effect.

Councillor Walsh – Concerned about dog fouling in the Recreation Ground. Advised that an abandoned car which had been a concern for many months had finally been removed following the intervention of the local MP

TC19. 05/17 Items for June agenda:

The following items were suggested: Burial ground update, Committee memberships, Dolphins Hall vandalism, Defibrillator location

TC20. 05/17 Date and time of the next Full Council meeting:
Monday 26th June 2017 at 7pm

The Meeting closed at 9.06pm

Chairman

Date