

**MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE**  
**held in the Council Chambers, Long Street, Tetbury, Monday 3<sup>rd</sup> July 2017 at 6:30pm**

**PRESENT:** Councillors: Sandra Ball (Chair), Tina Stevenson (Vice Chair), Ian Maslin, Caroline Morgan, Patricia Burrell Officers: Customer Relations Officer, Georgina Osman; Tourist Information Centre Assistant, Jill Renshaw and Museum Curator John Silvester Members of the public: Three members of the public.

**HR1. 07/17 'Visit Tetbury' branding -**

Alison McKay presented the committee with her 'Visit Tetbury' branding designs; the working group felt the revised designs better reflected Tetbury.

The committee asked for the colour scheme of design option E2 to be changed so the words Tetbury and a Royal Welcome were in a darker matching purple and for this to be represented to the committee in a special Heritage and Regeneration meeting in August.

The committee thanked Alison and the working group for their continued work on the project.

**HR2. 07/17 Apologies:**

Received from Councillors S Hirst and K Painter

**HR3. 07/07 Public consultation:**

None

**HR4. 07/17 Declarations of Interest:**

None

**HR5. 07/17 Minutes of Meeting held on 5<sup>th</sup> June 2017:**

It was proposed by Councillor Stevenson, seconded by Councillor Morgan to adopt the minutes of the meeting held on 5<sup>th</sup> June 2017 as circulated – AGREED 4 for, 0 against, 1 abstention

**HR6. 07/17 Commission for Goods Shed ticket sales:**

Helen Hyde the Tetbury Goods Shed (TGS) Arts Centre Manager proposed that the TGS pay the Tourist Information Centre 5% commission on all their TGS tickets sales. It was proposed by Councillor Stevenson, seconded by Councillor Maslin to accept the TGS offer of 5% commission – AGREED

Helen Hyde asked why the new visit Tetbury leaflet didn't include a feature on the Goods Shed, Councillor Ball advised that the council couldn't promote individual venues, CRO advised that the leaflet was finalised before the opening of the Goods Shed. The committee agreed that when the leaflet is sent for reprint that it will discuss and consider including more content regarding the Goods Shed.

Helen Hyde advised that TGS are struggling with having directional signage in and around the town installed. The fees and cost of official county council tourism brown directional signs are very expensive; Councillor Ball asked that TGS put together a proposal for the directional signage that is needed and to present this to a future H&R committee for consideration.

**HR7. 07/17 Action Points:**

Not presented

**HR8. 07/17 Budget figures to date:**

Noted

**HR9. 07/17 Tourist Information Centre Report:**

Report received. Committee asked CRO to enquire about purchasing an additional telephone line for the TIC. The Tourist Information Centre Assistant advised the committee of the recent positive feedback that had been received regarding the new 'Visit Tetbury, town map and leaflet, the H&R committee have asked for this positive feedback to be commented onto Full Council.

**HR10. 07/17 Police Museum Report and to approve purchase of new equipment:**

The Curator submitted a list of his proposed acquisitions he'd like to make for the museum over the current financial year. The committee AGREED and voted – All in favour for the proposed acquisitions with a stipulation that no more than £350.00 is to be spent on installing a new electrical power supply to prison cell 3.

**HR11. 07/17 'Walkers are Welcome':**

A short presentation was given by John Silvester and Kevin Healey from the Tetbury and District Footpath Group (TDFG) about 'Walkers are Welcome' they asked the committee if they would consider supporting a submission for the town to become a "Walkers are Welcome" town. The committee agreed in principle that they support the draft plan but have asked TDFG to make a full presentation at the next available H&R meeting for full discussion.

**HR12. 07/17 Town Crier Postcard:**

The committee suggested that a possible theme for the postcard could be Tetbury through the four seasons featuring the Town Crier in the centre and also a postcard featuring the woolsack races, wacky races, summer show and classic car show featuring the Town Crier in the centre. The committee would like to see both designs before a decision is made on their approval.

**HR13. 07/17 Installation of a new litter bin on Long Street:**

It was proposed by Councillor Morgan, seconded by Councillor Maslin to purchase a new litter bin to be installed outside the town Council offices on Long Street – AGREED all in favour

**HR14. 07/17 Design of a memorial stone for St. Saviours burial ground:**

It was proposed by Councillor Stevenson, seconded by Councillor Morgan to approve the designs of the memorial stones for St. Saviour's burial ground – AGREED all in favour

**HR15. 07/17 Budget for Dragons Den event at Sir William Romneys School:**

It was proposed by Councillor Burrell, seconded by Councillor Morgan to agree the proposed budget of £500 for a Dragons Den event at Sir William Romneys School – AGREED all in favour

**HR16. 07/17 Purchase of new wider mower:**

It was proposed by Councillor Morgan, seconded by Councillor Burrell to agree the purchase of a new wider mower for the grounds team – AGREED all in favour

**HR17. 07/17 Purchase of hand driers:**

It was proposed by Councillor Morgan, seconded by Councillor Burrell to agree the purchase of two hand driers, one to be installed in the town council offices and one to be installed in the tourist information centre offices pending the permission of the TIC landlord – AGREED all in favour

The H&R committee would like the office staff to investigate the cost of refurbishing the town council office toilet and for a report to be presented to the committee at the next available meeting.

**HR18. 07/17 Correspondence:**

Correspondence was received from Councillor Monks regarding the possibility of creating a graffiti mural, Councillor Ball asked for the correspondence to be referred to Full Council for discussion.

**HR19. 07/17 Councillors Reports:**

Councillor Morgan – thanked the Executive Officer and the Grounds Team for their prompt action in arranging for a litter bin to be emptied and for carrying out the urgent minor trees works

Councillor Hirst – Advised that he would like The Police Museum to open for the Heritage Weekend and asked the CRO to email all councillors to see who may be able to cover the opening.

**HR20. 07/17 Items for the next agenda:** None arising separately

**HR21. 07/17 Time and date of the next meeting:**

Monday 4<sup>th</sup> September 2017 at 6:30pm

The Meeting closed at 7:55pm

Chairman ..... Date .....