

MINUTES OF HERITAGE AND REGENERATION COMMITTEE MEETING
held at Council Chambers, Tetbury, Monday 3rd October 2016 at 6.30pm

PRESENT: Cllrs: S Ball (Chair), K Painter, T Stevenson, S Hirst, I Maslin, P Burrell, C Morgan, P Atkinson (Civic Society), R Smith attending. Member of the public Mr John Bassett arrived for the agenda item on the “1916 Project.”

HR1. 10/16 Apologies: Cllr Lea, Cllr Pearce

HR2. 10/16 Public Consultation: During the meeting it was proposed by Cllr Hirst and seconded by Cllr Stevenson to allow Mr John Bassett of the general public to advise the council about agenda item 16, mid-meeting. All agreed.

HR3. 10/16 To receive additional declarations of Pecuniary Interest: None.

HR4. 10/16 Adoption of Minutes held 4th July 2016: It was proposed by Cllr Painter, seconded by Cllr Maslin to adopt the minutes of the meeting as circulated – all agreed. Councillors agreed that draft meeting minutes and the associated proposed changes should always be circulated throughout the entire committee to afford transparency.

HR5. 10/16 Action Points: Design of Town Map – ongoing. **Town signage** – ongoing (to include reference to fingerpost signs for the Goods Shed.) To arrange a board for the side gate – Cllr Painter – part of main agenda. **Memorial Plaque item:** Councillors several matters pertaining. It was proposed by Cllr Hirst and seconded by Cllr Stevenson that a decision be reached about the cost of plaque placement at St Saviours and that this item be passed on to the F&S group to set the charges. Cllrs asked R Smith to contact Blair Chadwick about this and other items appearing and itemised elsewhere in the agenda. **Response to a member of the public’s enquiry:** Mr Bruce Russell – Bypass protocol – completed, closed. **Dolphins Inspirational Awards** – Cllr Painter reported – ongoing. **Burial Committee Review** – after discussion, although this sub-committee is not currently active, it was decided to reflect this item as ongoing.

During Action Points Cllr Painter commended R Smith for his attendance at the Snooty Fox meeting of the 27th and brought the “Experience Tetbury” Facebook page proposals to councillor’s attention. Cllr Stevenson commented that she believed this project should be separate from the TTC and TIC web incentives, which received agreement.

HR6. 10/16 To note H & R budget figures to date: Budget figures were noted. Councillors were advised that web site, Police Museum updates and other items were eroding the budget. The idea of “moving” funds from the Project item was affirmed as feasible by Cllr Hirst.

HR7. 10/16 To receive report from Tourist Information Centre: The report was circulated in advance and contents noted.

HR8. 10/16 To receive a report from the TPM: The report was re-issued and discussed in updated form. The Visit Tetbury web site “live date” plans and process were noted. The delegated authority for bike rack acquisition for the Goods Shed was confirmed. R Smith provided councillors with information about the Visit Tetbury web site, town map and signage matters.

HR9. 10/16 To receive an update about the Tetbury Museum Outside Sign: Councillors reviewed the PM report and Cllr Painter’s provision of an image for the gate and quotes to acquire the image on aluminium. Councillors voted to allow R Smith delegated authority for this matter. This was proposed by Cllr Morgan and seconded by Cllr Burrell. All agreed. (This matter is being moved forward by the Curator.) On reviewing the museum’s support requirements Cllr Hirst volunteered to assist with re-accreditation.

HR10. 10/16 To receive an update / agree a proposal on the Suffolk Close play area: Councillors reviewed the proposal material and it was proposed by Cllr Hirst and seconded by Cllr Burrell to move forward with the purchase of an Acer tree for this location. All agreed.

HR11. 10/16 To receive an update on the headstone to commemorate Mr & Mrs. Harry Gillard: Letter circulated and a willingness to accept this headstone was proposed by Cllr Painter and seconded by Cllr Stevenson. All agreed. R Smith to contact Blair Chadwick to gain the view of the Church Conservation Trust. Cllr Ball will contact Mr Robert Smith to inform him of the decision and progress.

HR12. 10/16 To receive an update about signage: R Smith reported on the matter of Goods Shed Signposts and also on the rather slow progress from the South Cotswolds Highways agent in regard to proposed changes in the parking signage for Tetbury, for both clarification and location. This process is ongoing. R Smith reported on the cost and availability of fingerpost signage as acquired at the New Church Street location. It was proposed by Cllr Hirst and seconded by Cllr Painter to devolve authority to R Smith to acquire the signage.

HR13. 10/16 To consider offering support to shop mobility: It was proposed by Cllr Hirst and seconded by Cllr Painter that the Shop Mobility arrangements in place to provide visitors with mobility aids to use within the town be continued in some form by Tetbury Town Council. R Smith to contact Blair Chadwick to see if the Church Conservation Trust are happy to continue their current arrangement for storage in St Saviour's Church with the potential of increased security measures, before discussing arrangements with the Chief Executive. Further advertising of the Shop Mobility resources is contemplated – as is the involvement of the TIC in this provision.

HR14. 10/16 To receive an update about the Rail Lands Picnic area: An update was shared about the incentive Customer Relations Officer Georgina Osman has been conducting to procure funds through Tesco to enhance this area. Councillors asked that their appreciation of her hard work be minuted.

HR15. 10/16 To note correspondence from Housing Association meeting and submission: Cllrs noted this material and asked that the correspondence and dialogue be shared via the TTC web site if possible.

HR16. 10/16 To note literature regarding “The 1916 Project”: Mr John Bassett gave the councillor's some insight into the proposed event. Cllrs agreed to share contact information for various groups which might be able to aid the process with whom they are in contact.

HR17. 10/16 To agree memory tree at St Saviours: A number of measures of celebration at St Saviour's were discussed, including lighting of the Lych gate and acquiring a “Memory Tree.” R Smith was asked to contact Blair Chadwick of the Church Conservation group about this matter. Cllr Hirst proposed that we acquire and decorate the tree and Cllr Painter seconded him. All were in favour. Information about an incentive by TACT was made available and R Smith was asked to ensure the councillors remained updated about the matter. R Smith was also asked to ensure communication with Blair about the suggestion to hold a Flower Festival at St Saviours next year, to coincide with the Summer Show.

HR18. 10/16 To note any correspondence received: The letter pertaining to agenda item from Robert Smith - HR11 - was circulated. Correspondance from the Chief Executive about the need for a wall repair to Wiltshire Bridge was referred to. R Smith was asked to proceed in gathering quotations.

HR19. 10/16 To receive any brief Councillor's Reports:

Cllr Hirst – mentioned that the windows of the TIC building appeared to be very dark and that perhaps the lights weren't working. (**NB** – R Smith has since changed the light bulbs in the windows, three of which

were “blown” – perhaps as a side-effect of the carpet fitting process. The appearance of the TIC at night is much improved.)

Cllr Hirst – raised the need to publicise the Community Christmas events and raise their profile. The “Shopping Festival” idea and provision of free parking during the 2nd 3rd and 4th was discussed. Cllr Ball accepted the duty of preparing a letter for traders to advise them of this incentive. Councillor Painter accepted the responsibility of communicating with the Chamber of Commerce and with the TTG group. R Smith to assist in this process.

Cllr Painter – Asked that an enquiry be made about the bench dedicated to Harry Smith which used to be in place at the bottom of Wisteria Road and which is now absent from that location.

Cllr Stevenson – commented on the lack of working street lighting at the foot of Long Street and the generally “dark” impression created. Councillor Hirst volunteered to explore the issue.

HR20. 10/16 To receive any items for October agenda: No new items were proposed.

HR22. 10/16 To note the time and date of the next meeting: 6.30pm Monday 7th November 2016

Meeting closed at 8.00 pm

Chairman Date