

**MINUTES OF HERITAGE AND REGENERATION COMMITTEE MEETING**  
**held at Council Chambers, Tetbury, Monday 6<sup>th</sup> February 2017 at 6pm**  
**(Meeting recorded)**

**PRESENT:** Cllrs: S Ball (Chair), K Painter, I Maslin, C Pearce, P Burrell, C Morgan, S Hirst (arrived 6:03pm), T Stevenson (arrived 6:05pm) and M Lea (arrived 6:37pm), Customer Relations Officer (CRO) Georgina Osman.

Members of the public: P Atkinson (Civic Society)

**HR1. 02/17 Apologies:** None

**HR2. 02/17 Presentation from Wood McKeever Agency regarding Visit Tetbury website:** Presentation received from Wood McKeever Agency. Cllr Ball asked each committee member to come to the next scheduled H&R committee meeting in March with a list of what should be on the new Visit Tetbury website. It was agreed that a decision will be made at March's H&R committee meeting regarding whether to tender the Visit Tetbury website to Wood McKeever Agency.

**HR3. 02/17 Public consultation:** None

**HR4. 02/17 To receive additional declarations of Pecuniary Interest:** None.

**HR5. 02/17 Adoption of Minutes held 9th January 2017:** Following a minor amendment it was proposed by Cllr Painter, seconded by Cllr Morgan to adopt the minutes of the meeting as circulated **Agreed.**

**HR6. 02/17 Action Points:**

**Design of Town Map** – CRO to send final draft Town Map to committee members to see. Cllr Ball asked CRO to arrange an extraordinary H&R committee meeting to discuss and consider the approval of the Town Map.

**Good Shed finger posts** – Committee expressed their thanks to the groundsmen for putting up the finger posts.

**Dolphins Inspirational Awards** – Cllr Morgan and Cllr Painter to finalise the wording of the invitation letter, it was agreed the awards ceremony shall be held at the Dolphins Hall (DH). Cllr Painter to book a date in the DH diary with CRO.

**Memorial Plaque item** - On-going, CRO to contact Churches Conservation Board and Robert Smith regarding memorial

**Police Museum side-gate sign** – CRO to send Cllr Maslin specifications of sign including any wording. Cllr Maslin to submit listed building consent application to Cotswold District Council.

**Resurfacing behind Market Hall** – The committee will consider a possible scheme once section 106 monies have been received.

**TTC to raise awareness on Tetbury's conservation area and tree works** – CRO added poster and map to Tetbury Town Council (TTC) noticeboard and added additional text to the open spaces section of TTC Website.

**HR7. 02/17 To consider ways in which TTC can encourage licensees to report the sale of drugs within their premises to Glos police** – PC L Davis expressed her disappointment with regards to a pending newspaper article that Glos Police press team had received from the Wilts

and Glos Standard regarding the working relationship between TTC and local policing team. PC L Davis stressed that it's really important that any information relating to drugs is reported to Glos Police via 101 to enable them to build intelligence and issue warrants.

Cllr Hirst has obtained some Crimestoppers drug posters, a large A3 poster will be put in the TTC window.

**HR8. 02/17 To note H&R budget figures to date** – Cllr Burrell suggested that the remaining playground inspection and repair budget be put towards a piece of equipment to replace the broken basket swing in the recreation ground. The Chair asked the CRO to obtain a quote to replace the broken basket swing and asked the committee members to think of ideas for a possible alternative piece of equipment.

**HR9. 02/17 To receive a report from the Tourist Information Centre** – Report received. The committee would like a TIC Assistant to attend Heritage & Regeneration (H&R) committee meetings, which will enable them to give their report verbally and strengthen the working relationship between the TIC and the H&R committee.

**HR10. 02/17 To receive a report from the Police Museum** – Report received.

**HR11. 02/17 To discuss the bus routes that serve Tetbury** – The committee discussed the recent changes to the bus routes, Cllr Burrell advised that Gloucestershire County Council (GCC) are due to reevaluate the changes that have been made. It was noted that some bus timetables refer to the bus stop at Tesco's as Tetbury Industrial Estate and the stop on Long Street as Tetbury newsagents, CRO asked to contact GCC to have these bus stop names amended. The Council has made preliminary enquiries with some local minibuses companies to see if a chargeable trail replacement service would be feasible.

**HR12. 02/17 To note the remaining number of plots in St. Saviours burial ground** - Noted that there are 33 new plots remaining.

**HR13. 02/17 To review and approve the councils Open Spaces policy** – The committee have asked the CRO to make minor amendments to update the document regarding the removal of Braybrook Close play area, the renovation works at the Goods Shed and Rail Lands, the addition of the garden waste skip and to update the map on page 11 and review all photos in the document.

**HR14. 02/17 To consider the adoption of the Northfield Road telephone box** – CRO advised the committee that 10 responses had been received from the 127 letters that been hand delivered to Northfield Road and Northfield Close. Two of the responses supported the removal of the box and the remaining 8 responses would like TTC to adopt the box for mixed reasons i.e. book store, noticeboard, to store a defibrillator or to be moved to the Goods Shed as a feature. CRO asked to investigate whether the box could be moved to an alternative location if adopted and to report back to the committee.

**HR15. 02/17 To approve the Coach Tours UK advertisement for the March edition** – Due to the imminent deadline for the submission of the article the committee asked the CRO to make some minor amendments to the article before submission.

**HR16. 02/17 To approve tree works at Ryland Close, West St and Old Brewery Lane car parks** – it was proposed by Cllr Burrell, seconded by Cllr Morgan to approve the detailed tree works **Agreed**.

**HR17. 02/17 To approve content of Welcome to Tetbury brochure** – CRO advised that we are waiting content from SWR, an insert detailing sports clubs and gym details and a Mayors welcome letter. It was proposed by Cllr Painter, seconded by Cllr Maslin that once the missing content had been added and with the addition of any further content that the office staff thought appropriate the welcome brochure could be distributed to new residents **Agreed.**

**HR18. 02/17 To note any correspondence received** – Correspondence received from Bainton Bikes confirming that TTC holds no financial responsibility or liability for their bikes which will be secured to a single TTC bike rack near to the Goods Shed.  
Correspondence received from The Royal Oak in response to the letter they received from TTC regarding the BOBS scheme. The Royal Oak expressed their support to the scheme.

**HR19. 02/17 To receive any brief Councillors Reports** –

Cllr Pearce asked for a discussion regarding an update on the burial ground to be added to the H&R agenda for March. Cllr Ball agreed.

Cllr Painter has asked the office staff to try and locate some Tetbury memorabilia that belongs to Mr C Walker which is believed to have been in the council's possession in 2014. Cllr Painter has also been approached by a Tetbury resident about a sign that obstructs the entrance to the small car park next to Courtfield and Peglars garage that is owned by the Feoffees.

Cllr Morgan expressed her concerns regarding the article PC L Davis referred to in HR7. 02/17.

Cllr Ball advised that Mr Brown a well-known Tetbury resident from The Ferns had sadly passed away.

**HR20. 02/17 To receive any items for the next agenda** – Cllr Ball confirmed items for Marchs agenda will be: an update on the burial ground and to consider and approve the Visit Tetbury website quote received from Wood McKeever Agency.

**HR21. 02/17 To note the time and date of the next meeting as 6:00pm Monday 6<sup>th</sup> March 2017**

Meeting closed at 7:51pm

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