

MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE
held in the Council Chambers, Long Street, Tetbury, Monday 2nd October 2017 at 6:30pm

PRESENT:

Councillors: S Ball (Chair), T Stevenson (Vice Chair), P Burrell, S Hirst, I Maslin, C Morgan (arrived 7:01pm) and S Scotford.

Officers: Community & Tourism Development Manager G Osman, Tourist Information Centre Assistant, Jill Renshaw

Members of the public: One

HR1. 10/17 Apologies for absence:

None

HR2. 10/17 Public Consultation:

None

HR3. 10/17 Declarations of Interest:

None

HR4. 10/17 Minutes of the special meeting held on 7th August 2017:

It was proposed by Councillor Burrell, seconded Councillor Painter to approve the minutes held on 7th August 2017 as a correct record. Unanimous.

Minutes of the meeting held on 4th September 2017:

It was proposed by Councillor Scotford, seconded Councillor Burrell to approve the minutes held on 4th September 2017 as a correct record. Unanimous.

HR5. 10/17 Action points from the last meeting:

Police sign on Courthouse – Councillor Painter had arranged for a sign company to come to site to measure the amended sign size and assess the fittings needed to satisfy the listed building consent.

Library directional sign – Officers were requested to write to The Close Hotels head office to chase a decision and to also approach Highgrove.

External staircase renovation - An update report was requested for the next meeting.

Update on Tourism maps and 'Visit Tetbury' website – The Committee proposed 9th March 2018 as the launch date for the rebranding of the maps and website, with a launch event at the Tetbury Goods Shed. To be considered under a future agenda item.

St. Saviours Church Shop – The Churches Conservation Trust have advised that they are awaiting a viable business plan from Sebastian Liegeard to enable them to put together a forward plan. Councillor Hirst advised that he thought Sebastian Liegeard was going to first establish his warehouse before moving forward with the shop.

To discuss MUGA – The Committee would like to know the views of the young people to see if they are happy with the MUGA or if they would like any changes. The Office Staff have been asked to put together a small flyer to be sent to St. Mary's and Sir William Romneys schools for their newsletters, to put the flyer up at the MUGA and to also provide Councillor Painter with the details for his Wilts and Glos column.

Recreational ground cantilever wooden swing arm frame – The rotten cantilever wooden swing arm frame is still in situ at the recreational ground, the Committee would like the arm removed because it is a health and safety concern and the Dolphins Hall Committee as of yet have not arranged for its removal. The H&R Committee would like to pay for its removal from their playground inspection and repair budget working in conjunction with the Dolphins Hall management Committee (DHMC). Councillor Hirst advised once it's removed he will be able to fund a new piece of equipment in its place from an external source. Office Staff to contact DHMC to arrange for its removal

HR6. 10/17 2017/18 Budget Figures to date: Noted

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HR7. 10/17 Tourist Information Centre Report: Report circulated in advance. It was discussed that with the loss of the Lloyds Bank cashpoint visitors to the town were unsure where they could withdraw cash. Committee asked if the Town Clerk could investigate possible locations for a new cashpoint starting with the Post Office.

HR8. 10/17 Police Museum Report: Report circulated in advance. Councillor Ball thanked all Councillor Volunteers for opening the museum on the first Saturday of the month over the summer holidays. The Committee would like to discuss opening the museum next summer as an agenda item in November.

Councillor Painter showed the Committee a child's vehicle cut out that he thought the museum could replicate in the form of a police vehicle for children visiting the museum to take away. The Committee felt it a great idea and have asked if the Curator could source a police themed one.

HR9. 10/17 Playground Inspection Report: Report circulated in advance. The Committee asked if the Grounds Team can varnish all benches and fill surface gaps before the winter. In the New Year the Committee would like to work with the DHMC in replacing the burnt picnic benches at the recreation ground.

The Office Staff have been asked to contact DHMC Grounds Team to weed around the skate park area.

Councillor Burrell volunteered to accompany the Executive Officer on her next playground inspection on 10th October.

HR10. 10/17 Renovation of toilet in the Town Council Offices: The Committee were presented with one quote for the refurbishment works. The Committee agreed that they would like two comparable quotes with a detailed breakdown of costs to be presented for a decision at the next H&R Committee meeting in November.

HR11. 10/17 Adoption of Telephone Box: It was proposed by Councillor Painter, seconded Councillor Stevenson to adopt the Telephone Box on Northfield Road from BT Telecommunications for the sum of £1 – voted all in favour. The Committee agreed to decide its use at a future meeting once fully adopted.

HR12. 10/17 Town CCTV – initial discussion: It was proposed by Councillor Painter, seconded Councillor Stevenson – voted all in favour to submit an application to the Police Crime Commissioner for 50% match funding towards the capital costs of CCTV System for Tetbury town centre. The Committee agreed to appoint Roger Hardiman a CCTV expert to make recommendations to the Council on the locations of the camera, design a wireless network, compile the costs for mains power and for long distance communications to Gloucestershire Tri Emergency Centre and then produce a report of the expected cost to enable the council to submit the application to the Police Crime Commissioners Funds by the deadline of 31st October 2017.

HR13. 10/17 Christmas in Tetbury shop advertising cards: It was proposed by Councillor Burrell, seconded Councillor Stevenson – voted all in favour that the CTD Manager arranges the production of the advertising cards with enough for distribution to all the shops within Tetbury and to the surrounding tourist information centres. CTD Manager is to send an email to the town centre shops asking if they would like to open for a second late night shopping and if so for this to be included on the cards.

HR14. 10/17 Finger Post Signs: It was proposed by Councillor Ball and Stevenson that they would like to walk around the town looking at the current finger post provision and will

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set a date to invite all Committee members to join them and for this to be brought forward as an agenda item to the next Committee meeting in November.

HR15. 10/17 Budget recommendations 2018/19 – initial discussion: The CTD Manager advised the Committee that it needs to consider what additional future projects it would like to consider for the next financial year. The Chair has asked the CTD Manager to provide up to date budget figures for current on-going projects and the estimated costs for pending approved future projects. It was agreed that this agenda item be brought forward to a Heritage and Regeneration Committee meeting in November for further discussion and approval.

HR16. 10/17 Correspondence: None

HR17. 10/17 Councillors Reports:

Councillor Morgan

- Advised TRLRT has fitted the new entrance sign for Tetbury Goods Shed and Cotswold District Council car park.
- Advised a car had driven into the fence at the Old Railyard car park and that this has been reported to Cotswold District Council.
- Advised motor homes are parking in the coach bays at the Goods Shed.

Councillor Hirst

- Raised his concerns that there is not enough publicity for the Bainton Bikes within the town.

Councillor Scotford

- Raised his concerns with the lack of cashpoints within the town.

Councillor Painter

- Advised that the TACT Christmas Tree Festival should be going ahead again this year.
- Would like to know if the Town Council or the DHMC is responsible for the parcel of land that is intended to be used as the future burial ground extension.

Councillor Ball

- Advised that she thought that the Inspirational Dolphins Awards were really good.

HR18. 10/17 Items for the next Agenda:

- To discuss motor home parking at the Goods Shed
- Cashpoint provision
- Police museum volunteers for summer opening
- Renovation of office toilet
- Town finger posts
- 2018/19 Budget

HR19. 10/17 Time and date of the next meeting: Monday 6th November 2017 at 6:30pm

Meeting closed 7.55pm

Chairman Dated

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