

MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE
held in the Council Chambers, Long Street, Tetbury, Monday 6th November 2017 at 6:00pm

PRESENT:

Councillors: S Ball (Chair), P Burrell, S Hirst (arrived 7:37pm) C Morgan and K Painter.

Officers: Town Clerk S Holley, Community & Tourism Development Manager (CTD Manager) G Osman, Tourist Information Centre Assistant J Renshaw

Members of the public: One

HR1. 11/17 Budget recommendations 2018/19:

Heritage & Regeneration	Current year 2017/18	Proposed Next year 2018/19	Reasoning
Utilities	0	100	+£100 to pay for St. Saviours water supply for burial ground foliage and grave flowers
Equipment & Repairs	2,000	2,000	No change
Fuel	1,250	1,250	No change
Clothing	500	1,000	+£500 to provide the VIC with a uniform
Open Spaces	11,500	7,000	-£4,500 reduction to contribute towards a separate budget for tree works
Trees (New for 2018/19)	0	8,000	New budget line – The Council needed to budget for a new three-year tree maintenance plan, some large tree works in St. Mary’s Church and other tree works. £7,500 had been spent this year on tree works, which had come from the Open Spaces budget
Planting	1,000	1,500	+£500 to include Bluebell planting and maintenance
Christmas Lights	2,000	2,500	+£500 towards maintenance upgrades
Playground Inspection and Repair	2,000	1,000	-£1,000 minimal repair costs expected
Projects	5,000	10,000	+£5,000 increase to encompass Wild Towns project and Tourism projects
Police Museum	2,500	3,000	+£500 to produce a new advertising leaflet

HR2. 11/17 Apologies for absence:

Received from Councillors I Maslin, S Scotford and T Stevenson.

HR3. 11/17 Public Consultation:

None.

HR4. 11/17 Declarations of Interest:

None.

HR5. 11/17 Minutes of the meeting held on 2nd October 2017:

Following a minor amendment the Minutes of the meeting held on 2nd October 2017 were APPROVED as a correct record. Unanimous.

HR6. 11/17 Action points from the last meeting:

Police sign on Courthouse – Officers would submit a compliance application to Cotswold District Council for approval of the signs fixtures in accordance with a condition of the Listed Building Consent. No further updates would be required for the Committee.

Library directional sign – In view of the lack of response from The Close, Officers were requested to write to the Highgrove Shop for permission to erect a sign on their building.

External staircase renovation – Update received.

St. Saviours Church Shop – The project would be put on hold until the Churches Conservation Trust received a viable business plan from Mr Liegeard.

Recreational ground cantilever wooden swing arm frame – It was noted with concern that the rotten cantilever wooden swing arm frame was still in situ. The CTD Manager would remind the Dolphins Hall Management Committee of the Council's request for a quote.

Provision for additional ATMs in the Town – The Town Clerk advised he had contacted four ATM companies to suggest that they consider installing (a) a free-standing ATM somewhere central in Tetbury and (b) a 'hole in the wall' ATM in the foyer of the Town Council Offices.

HR7. 11/17 2017/18 Budget Figures to date:

Noted.

HR8. 11/17 Playground Inspection Report:

The circulated report was considered. Councillors Burrell, Morgan and Painter volunteered to accompany the Deputy Clerk on her next playground inspection in November.

Councillor Edge reported that he had recently attended a meeting of the Gloucestershire Playing Fields Association.

HR9. 11/17 Police Museum Report:

The circulated report was considered. The Committee requested that the Museum Curator work with the Office staff to produce a new advertising leaflet for the Museum, for the 2018/19 Budget.

HR10. 11/17 Tourist Information Centre Report:

(i) The circulated report was considered. It was noted that the TIC was now on Winter opening hours of 10am-2pm Monday to Saturday until the end of March. Also, since the closure of Lloyds Bank, the TIC had experienced an increase in the number of visitors asking for a cashpoint.

(ii) It was reported that, after many years of service, TIC Assistant Sue Russell had decided to retire. The Committee thanked Mrs Russell for her hard work and dedication to the TIC over many years.

HR11. 11/17 Re-naming the TIC to VIC in line with 'Visit Tetbury' rebranding:

It was AGREED to re-name the Tourist Information Centre as Visitor Information Centre in line with the 'Visit Tetbury' rebranding. Unanimous

HR12. 11/17 Renovation of toilet in the Town Council Offices:

It was AGREED to put this project on-hold until February 2018. Unanimous

HR13. 11/17 Tetbury in Bloom Troughs:

It was AGREED to purchase new troughs for the Market Place and to accept a gift contribution of £3,000 from Tetbury in Bloom towards the costs. Unanimous

HR14. 11/17: Replacing the Paths in Anniversary Gardens:

On receipt of two quotes it was AGREED to employ K P Gardens Limited to replace the path in the Anniversary Gardens - voted 3 in favour, 1 abstention.

HR15. 11/17 Christmas Tree Festival:

- (i) Report circulated in advance. It was AGREED to support the Christmas Tree Festival, to purchase a Memory Tree for the festival and to donate £100 to the Churches Conservation Trust towards the conservation of St. Saviour’s Church.
- (ii) The Town Clerk advised the Committee of the suggestion to reinstate the Christmas Light Competition for homes within the town. The judging panel would comprise the Mayor, the Chair and Deputy Chair of the Committee.

Councillor Hirst arrived at 7:37pm

HR16. 11/17 Gloucestershire Wildlife Trust – Wild Town Proposal update:

- (i) The circulated report was considered. The Committee AGREED to support the proposal from Gloucestershire Wildlife Trust to submit an expression of interest in European funding for works towards the wildlife conservation of The Splash and the former Rail Lands. Unanimous
- (ii) Councillor Hirst requested that the Committee also consider the wildlife conservation of Cookspool as a future project.

HR17. 11/17 French Youth Visit 2019:

Councillor Ball gave a verbal report regarding a possible French Youth Visit to the Town in 2019, involving a group of children from France visiting and staying in Tetbury along with children from two other countries. The Chair of the Dolphins Hall Management Committee would be responsible for applying for European funding. It was AGREED to explore how the Town Council could support the visit. Unanimous

HR18. 11/17 Town CCTV - Update:

The Committee noted the circulated report, which explained that an application for funding for a CCTV scheme had been submitted to the Police Crime Commissioner as a consequence of the Committee’s decision in its last meeting (Minute HR12. 10/17 referred).

At this point (8.00pm) the meeting was closed to accommodate the scheduled start of a meeting of the Planning Committee. All unheard business would be added to the Agenda for the next meeting.

HR24. 11/17 Time and date of next meeting

A Special Meeting of the Committee had been scheduled for 6:30pm on Monday 4th December 2017.

The meeting closed at 8:00pm

Chairman Dated