

**MINUTES OF A MEETING OF TETBURY TOWN COUNCIL**  
**Held in the Council Chamber, Tetbury on Monday 29<sup>th</sup> January 2018 at 7.00pm**

**PRESENT:**

Chairman: The Mayor - Councillor Stephen Hirst

Councillors: S Ball, P Burrell, J Easterbrook, N Ind, M Lea (*from 7.25pm*), C Morgan, I Maslin, K Painter, S Scotford, T Stevenson, A Walsh and J Williams (Deputy Mayor).

Officers: Town Clerk – Stephen Holley, Deputy Clerk – Tara Niblett

Public: Five members of the Public

**Mayor's Announcement - Mr Tony Williams:**

The Council noted with sadness that Mr Williams had recently passed away. Mr Williams was a former member of the Council and he had served as Mayor for the year 1982/83. The Mayor requested the Council to reflect on Mr Williams' contribution to the life of the town and to the town.

**TC01. 1/18 Apologies for absence:**

Received from Councillors Edge, Scotford and Stevenson.

**TC02. 1/18 Declarations of interest:**

Councillor Walsh declared an 'other' interest in the request for a grant from the Tetbury Mini Rugby Club, in that he was President of the Rugby Club.

**TC03. 1/18 Public Consultation:**

None

**TC04. 1/18 Minutes – Meeting of the Council held on 11<sup>th</sup> December 2017:**

Subject to the insertion of a record of the Referendum results as an amendment to Minute TC03. 12/17, add Councillor Monks to the attendee list and add under TC05. 12/17 that the Town Council had also contributed to the tree works, the Minutes of the meeting of the Council held on 11<sup>th</sup> December 2017 were APPROVED as a correct record. Record of Voting: For - 10, Against – 0, Abstentions – 1, Apologies/Absent - 4.

**TC05. 1/18 Progress Reports:**

The Council received a table showing progress against previous decisions. It was suggested that, if Sir William Romney's School did not wish to take up the offer of another 'Dragon's Den' event, the offer could be put to St Mary's School.

**TC06 1/18 Police Report:**

The Council was pleased to receive a report with statistics showing an overall decrease in crime for the same period the previous year; although there had been an increase in violent incidents. It was noted that Police would no longer use the 'Watchword' system to send alerts after 1<sup>st</sup> February 2018. Instead, messages would be sent out using the 'Your Community Alerts' system.

*Councillor M Lea arrived during the above item of business, at 7.25pm*

**TC07. 1/18 Reports from the Mayor and Town Clerk:**

Mayor's Report – Visited Nursing Homes and Day Centres and distributed Christmas Cheer to all. Much of January had been spent preparing the 2018/2019 Budget for the Council, which included a number of projects that should provide benefits for residents.

Town Clerk's Report – A Public Budget Consultation event held on 22<sup>nd</sup> January to discuss the Budget had been well received. By joint agreement, bookings for the Dolphins Hall were now managed directly by the Dolphins Hall. The third meeting of the 'Tetbury Cares' workshop would be held on 31<sup>st</sup> January.

**TC08. 1/18 Brief Updates from the Feoffees, Dolphins Hall and Tetbury Rail Lands**

**Regeneration Trust:**

The Feoffees of Tetbury – The Feoffees had a large grant fund available to students planning to attend College or University. Councillors were requested to advise such students to contact the

Feoffees if they would like to be considered for a grant.

Dolphins Hall Management Committee – Nothing to report

Tetbury Rail Lands Regeneration Trust – Mr Nick Oldman had been recruited as the Artistic Director. Cinema equipment would be installed shortly with the first viewing taking place on 15<sup>th</sup> February. The Trust hoped to have the new railway carriage open by the end of March, and had welcomed Councillor S Ball as the new Town Council Trustee.

**TC09. 1/18 Proposed Town Twinning Arrangement:**

The Council was requested to consider a proposal from Chatillon-sur-Indre to enter into a town twinning arrangement, in the light of specific support from the British Ambassador to France and the UK Prime Minister. It was RESOLVED (a) That the Council agrees to support either (a) the existing Town Twinning Committee to expand its scope to include Chatillon-sur-Indre, or (b) the creation of a separate French Town Twinning Committee, to develop the proposal that a Town Twinning Charter be agreed with Chatillon-sur-Indre (whichever body may come forward, following discussions); and (b) that the Council appoints the Mayor AND/OR another a Member to whichever of the above community bodies leads town-twinning and that the Mayor (whether or not he/she is the Council's appointed member) have the right to attend meetings of the Committee. Record of Voting: Unanimous.

**TC10. 1/18 Appointment of a new member to the Planning Committee:**

The Council was requested to consider filling a vacancy on the Planning Committee, following Councillor Scotford's resignation. There were no nominations, so the seat would remain vacant.

**TC11. 1/18 Request for Grant – Tetbury Mini Rugby Club:**

The Council was requested to consider a request for a grant of £500 in excess of the allocated Grants Budget, in the light of a recommendation by the Finance and Scrutiny Committee. The grant would be used to assist with the Club's plan to send its Under 11 players on an International Tour; specifically to assist with players' expenses regardless of their personal circumstances. The request was APPROVED. Record of Voting: For – 11, Against – 0, Abstentions – 1, Apologies/Absent - 3.

**TC12. 1/18 Reports from the Councils Committee's and Working Groups:**

The Council noted the unconfirmed Minutes of recent meetings and the respective Chairs highlighted aspects thereof.

**TC13. 1/18 Budget and Precept for 2018/19;**

The Council considered a proposed Budget and Precept for 2018/19 in the light of observations from the Finance and Scrutiny Committee and from the Public Budget Consultation Meeting held on 22<sup>nd</sup> January 2018. An error in calculation had been noted at the Public Consultation Meeting and this had been corrected in the circulated Budget spreadsheet. Also, the Town Clerk had re-calculated the cost to the Council Taxpayer. At the Public Consultation Meeting it had been asked how much would need to be taken off the Budget to allow for no increase to the Council Taxpayer. In response, it was explained that deducting £5,000 would result in an increase of only 9p at Band 'D', or 0.07%. However, there was a common view that any figure less than inflation was actually a cut in real terms and likely to cause problems in future years. A proposal for such a Precept was lost. Record of Voting: For - 3, Against – 8, Abstentions - 1, Apologies/Absent – 3. The Council RESOLVED (a) to set a Precept of £300,000 (overall increase of 8%), equivalent to an extra £2.22 per Band 'D' Council Taxpayer (individual Taxpayer increase of 1.79%), (b) to approve the recommended Budget associated with that Precept sum and (c) that Cotswold District Council be advised of the Council's Precept no later than 31<sup>st</sup> January 2018. Record of Voting: For - 8, Against – 3, Abstentions - 1, Apologies/Absent – 3.

**TC14. 1/18 Three Year Capital and Revenue Plan:**

The Council was requested to consider approving a Three Year Capital and Revenue Plan as a supplement to the Council's Five Year Business Plan 2015-20. The Town Clerk suggested that the

format could be improved if the Plan followed the layout of the Budget spreadsheet and, subject to this amendment, the Plan was APPROVED. Record of Voting: Unanimous.

**TC15. 1/18 Reserves Policy:**

The Council noted that it had approved a Budget for 2018/19 which allowed for a General Reserve of 15% of Budget Expenditure, against a former NALC recommendation of a figure between 25% and 100%. Also, the General Reserve in the approved Budget had been calculated against routine Expenditure, i.e. not including potential projects. The Town Clerk/RFO explained that these two measures had minimised the Budget requirement for 2018/19. The current Practitioners Guide did not give specific guidance about the level of reserves that a Council should hold, other than they must be adequate to cover likely risks and should not be excessive. It was AGREED to adopt the recommended Reserves Policy. Record of Voting: Unanimous. In response to a question, the Clerk explained that future Budgets would follow the Policy and build the General Reserve to a figure between 20% and 25%.

**TC16. 1/18 Application for LCAS Quality Gold Award:**

The Council was requested to consider resolving that it complied with the eligibility criteria for the LCAS Quality Gold Award. The criteria had been provided in the circulated report. The Council RESOLVED that it complied with the criteria. Record of Voting: Unanimous. Officers would submit the required electronic portfolio at the earliest opportunity.

**TC17. 1/18 Correspondence:**

(i) Christmas in Tetbury – It was noted with regret that the Christmas in Tetbury Committee had resolved to fold, after running very successfully from 2010 to 2017. The Committee had suggested that Tetbury in Bloom take over the Christmas Lights and that the Council co-ordinate the other activities. The Committee was willing to transfer £1,500 to the Council for Christmas 2018 and the same again for Christmas 2019. The Council AGREED (a) to record its thanks to Mrs Sue Hirst and her Committee and (b) that the suggestion should be considered in more detail by the Heritage and Regeneration Committee before the commitment could be accepted.

(ii) Beaufort Hunt - It was noted that the Council, the Feoffees and TRLRT had each received a letter in respect of the potential risks associated with the Beaufort Hunt's use of the Goods Shed Car Park and former railbed. A meeting was being arranged.

**TC18. 1/18 Reports from County, District and Town Councillors:**

County Councillor Hirst – Provided an overview on Universal Credits, Citizens Advice Bureau on hand to assist residents with the changes and a list of agencies who are able to assist will be available.

Councillor Painter – Reported that a headstone in St Saviours needed re-positioning.

Councillor Morgan – Asked if the Town Council would consider asking for permission to reuse the churchyard at the front of St Saviours to assist with future burials.

Councillor Easterbrook – Felt that the Town Council building was looking untidy with banners on the front of the building, posters in the window, asked whether the banners could be moved to the side of the building underneath the noticeboard.

Councillor Ind – The next meeting of the New Picket Harp Allotments Association would be held on 1<sup>st</sup> February.

Councillor Burrell – Asked whether bunting could be made for the Poppy campaign.

Councillor Monks – Advised that residents were having issues with being informed by recycling collectors that they were putting their recycling in the wrong boxes or bags. It had been learned that these collectors were rogue traders working in the area. District Councillor Hirst would look into this and report back.

**TC19. 1/18 Items for inclusion on future Agendas:**

Cost of tree work in St Mary's Churchyard.

**TC20. 1/18 Date of next meeting of the Council – Monday 26<sup>th</sup> February 2018, 7pm**  
Noted.

**TC21. 1/18 Exclusion of the Public and Press**

It was RESOLVED that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following item of business on the grounds it involved the likely disclosure of confidential information (as defined in paragraph (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to the financial or business affairs of any particular person]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

**TC22. 1/18 Confidential minutes of the meeting held on Monday 11<sup>th</sup> December 2017:**

The Confidential Minutes of the meeting of the Council held on Monday 11<sup>th</sup> December 2017 were approved as a correct record. Record of Voting: For - 10, Against - 0, Abstentions - 2, Apologies/Absent - 3.

*Note: the business covered by Minute TC20. 1/18 was considered in Closed Session for the reasons agreed in Minute TC19. 1/18, but the decisions in these Minutes are not Exempt/Confidential.*

Meeting closed 9.05pm

Chairman ..... Dated .....