

**MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE
held in the Council Chamber, Council Offices, Monday 8th January 2018 at 6:30pm**

PRESENT:

Councillors: S Ball (Chair), I Maslin, S Hirst (left 7.20pm), P Burrell.

Officers: Deputy Clerk - T Niblett, Visitor Information Centre Assistant - J Renshaw

Members of the public: None

HR1. 01/18 Apologies for absence:

Received from Councillors Morgan, Painter, Stevenson and Scotford

HR2. 01/18 Public Consultation:

None

HR3. 01/18 Declarations of Interest:

None

HR4. 01/18 Minutes of the meeting held 6th November 2017, Special meeting held on 4th December 2017:

It was proposed by Cllr Hirst, seconded Cllr Burrell to adopt the minutes of the meeting held on 6th November 2017 – approved.

It was proposed by Cllr Burrell, seconded Cllr Ball to adopt the minutes of the meeting held on 4th December 2017 – approved.

HR5. 01/18 Action points from the last meeting:

Police sign on Courthouse – Officers were submitting a compliance application to Cotswold District Council for approval of the signs fixtures in accordance with a condition of the Listed Building Consent.

Library directional sign – Officers were requested to write to the Highgrove Shop for permission to erect a sign on their building, if no response received remove from Action list.

External staircase renovation – Update requested.

Tourism maps at West St, The Chipping & Goods Shed – The project was on-going. The Community and Tourism Development Manager would provide the Committee with an update following a meeting with Alison McKay.

HR6. 01/18 Budget to date:

The Committee received an overview.

HR7. 01/18 Parking at West Street & Old Brewery Lane Car Parks:

Correspondence had been received from a resident who had been in contact with Cotswold District Council regarding lack of parking spaces to permit holders in the West Street Car Park. The resident had asked whether the permit could be transferred to Old Brewery Lane Car Park where spaces were available. The Committee believed that the lack of spaces could be due to the District Council having a 'free after 3pm' policy in all their car parks. The Chair would write to the resident to advise that although the Committee sympathised, this was the District Council's car park and the Town Council had no powers to amend their permit policy.

HR8. 01/18 Visitor Information Centre Report:

Mrs Jill Renshaw provided an overview. December had been a busy month with people purchasing the Christmas Cards for good causes. Customers had commented on how pleased they were to see the VIC selling these cards. It was asked whether the Council could look into having a recyclable charity box for old Christmas cards to be collected at the VIC. It was noted that Mrs Russell had kindly offered to stay in post until the end of financial year to assist with training the new VIC Assistant. The Committee would like to thank Mrs Russell for this kind gesture.

HR9. 01/18 Town Centre Finger Posts:

The Committee Chair and Vice-Chair, Councillors Ball and Stevenson, had visited all the finger post signs in Tetbury and Councillor Ball provided the Committee with an overview. It was felt that some poles had too many signs on them and some signs were pointing in the wrong direction. Officers were requested to look into the cost of providing a brown tourist sign on the Market Hall for the Goods Shed and Long Stay car park. It was suggested that a map of Tetbury be printed for Committee members to mark where they thought a finger post sign should be placed and to suggest the inscription on each post. Councillor Maslin had kindly offered to photocopy a map free of charge. Officers were requested to find out who owned the noticeboard next to Mistral.

HR10. 01/18 Police Museum Report:

Report circulated in advance. The Curator, John Silvester, had informed the Committee that he would be standing down from Spring 2018. It was agreed that the Council should advertise for a replacement as soon as possible. It was reported that Mr Silvester had met Alex Nicholl, the donor of the majority of handcuffs and restraints, following Mr Nicholl’s request for the return of some 300 of those items. The items would be removed from the Police Museum by Easter 2018.

HR11. 01/18 Town Defibrillators at Tesco and VIC:

The Council had been informed that the defibrillators need to be checked for the condition of their batteries on a regular basis and the results provided to South Western Ambulance Service in order for its website to be updated. It was AGREED to request the Grounds Team to carry out these checks with immediate effect. Councillor Ball would provide the Office with a copy of the defibrillator log book currently used at Westonbirt School.

HR12. 01/18 Correspondence:

The Tetbury and District Footpath Group had arranged a Walking Festival over the weekend of 27th-29th April 2018 and had asked the Council for assistance in promoting this event. Officers would obtain more information and report back to the Committee.

Following a recent smash and grab at a jeweller’s shop in the town, the Council had received correspondence from the Police which advised that CCTV in the town centre would have greatly assisted them in looking for the persons and vehicles involved. Not having CCTV had hindered their investigation. The Committee asked whether any CCTV cameras had been installed on or inside the building concerned.

HR13. 01/18 Councillors Reports:

Councillor Burrell – Requested an update regarding moving the telephone box from Northfield Road to the Goods Shed.

HR14. 01/18 Items for the next Agenda:

Finger posts, Curator position, Police Museum Sign, Visit Tetbury website, VIC Sales of cards

HR15. 01/18 Time and date of the next meeting 6.30pm Monday 5th February 2018

Meeting closed 7.50pm

Chairman Dated