

**MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE
held in the Council Chamber, Council Offices, Monday 3rd September 2018 at 6:30pm**

PRESENT:

Councillors: K Painter (Chair), S Ball, P Burrell, S Hirst, I Maslin, C Morgan, J Turton

Officers: Executive Officer – T Niblett, Community & Tourism Development Officer (CTDM) – G Osman, Maria Marsh – Newly Appointed Police Museum Curator

Members of the public: One

HR01. 09/18 Apologies for absence:

Received from Councillors Ind and McCorkell

HR02. 09/18 Public Consultation:

None

HR03. 09/18 Declarations of Interest:

None

HR04. 09/18 Minutes of the meeting held on 2nd July 2018:

The minutes of the meeting held on Monday 2nd July 2018 were approved as a correct record.

HR05. 09/18 Action Points from the last meeting:

Christmas in Tetbury – Meeting to be arranged

Bluebell Trail – Ongoing

Poppy Appeal – Tea party booked for Sunday 4th November 2.30pm at the Goods Shed any help from Councillors on the day would be appreciated.

External Wooden Staircase – Cllr Maslin providing Town Clerk with drawing tomorrow, H&R Committee have requested a copy of a breakdown of the costs.

VIC Refurbishment –CTD Manager to contact designer to obtain date when external shop signs will be refurbished.

Car Park Tourism Boards – CTD Manager to see whether the original designer - Ariel Designs are still trading and obtain quotation for amended sign incorporating the new 'Visit Tetbury' colours.

Historic Plaques – October agenda item

Trim Trail – Funding has been applied for from Gloucestershire County Council, Planning office has confirmed planning permission not required, awaiting approval from Feoffees before proceeding.

Visit Tetbury leaflets reprint – Ordered

Comic Convention Ongoing

Town Centre CCTV – Survey on-line from today, advertisement in Tetbury Advertiser which has now been delivered to every household in Tetbury, it was felt that the advert was misleading as it gave the impression that every householder would have to pay £5-£6 and the cost may be zero.

Installation of Market Hall litter bin – Bin has been installed, it was requested that the bin is emptied every day.

Police Museum Internal CCTV – Although a new monitor had been installed the quality of the cameras are less than desired, Officers to provide H&R Committee with the quotation received for new CCTV cameras.

HR06. 09/18 Budget figures to date:

Noted

HR07. 09/18 Visitor Information Centre (i) Monthly Report, (ii) Disabled Access Door, (iii) Flower Trough:

Monthly Report - Visitor numbers have increased compared to last year. The new shop floor layout is proving very popular with the refurbishment providing more accessible and well laid out display space which has increased our merchandise sales. Music Festival tickets are being sold for the first time on-line which has shown a downturn in ticket sales through the VIC. Cllrs would like to see how well the Tetbury VIC footfall is compared with other VICs within the Cotswolds.

Disabled Access Door – Quotation of £1885 has been received which only includes the door mechanics, a new wooden door, other electrical costs and safety devices would be extra. The VIC Staff believes an automatic door is not required, although a larger door instead of the two small doors we have currently would be favoured. Committee agreed not to proceed with this project this year, look at costs for new door once approved by landlord and increase the 2019/2020 VIC budget to include this cost.

New Flower Trough – Tetbury in Bloom are in the process of purchasing new troughs around the town and the VIC would like to receive a new style trough. The cost to the Council would be £400.28 to come out of the H&R Project budget. It was proposed by Cllr Burrell, seconded Cllr Morgan to proceed with a the new trough at £400.28 from H&R Projects – voted 5 in favour, 2 abstentions.

HR08. 09/18 Police Museum Report:

Police Curator – Maria Marsh thanked all the volunteers who have opened up the Police Museum Saturday afternoons during the summer period. The Museum has been offered on a permanent loan a magnificent clock by two sisters who are direct descendants of Nehemiah Philpott who was promoted to the office of Deputy Chief Constable of Gloucestershire Police in July 1892. The Committee thought it would be a wonderful idea to invite the sisters along for a welcoming ceremony and to display the clock in a locked cabinet. For insurance purposes we will need to arrange a valuation on the clock once it is in our possession.

HR09. 09/18 Twinning lighting of Candle Ceremony 8pm on 19th September 2018:

The lighting of the candle ceremony will be taking place to honour Winston Churchill's speech which he made in 1946 to reject the rise of nationalism and populism in Europe and shine a light on the great principles on which the family of Europe is solidly formed. We are hoping that the event staged in Tetbury can be skyped to our twinned town in France.

HR10. 09/18 Tree works at Shepherds Mead:

A lime tree is growing 3feet away from a street light in Shepherds Mead and blocking the light. TTC has received quotations to remove the tree or reduce the tree, on the Tree Surgeons advise the Committee were advised that the removal of the tree would be the preferred option. It was proposed by Cllr Morgan, seconded Cllr Ball to remove the tree at the quoted cost £375+VAT – Approved.

HR11. 09/18 Replacement Noticeboard:

The Heritage & Regeneration Committee requested a replacement noticeboard outside Mistral in Long Street, TTC has received notification from the Landlord that they are happy for TTC to replace the noticeboard at no cost to themselves. The cost for an aluminium framed noticeboard with pin board insert £209.13+VAT. It was proposed by Cllr Ball, seconded Cllr Morgan to approve the replacement of the noticeboard at no cost to the Landlord – Approved.

HR12. 09/18 Pride in your Town Campaign:

It has been noted that Gloucestershire County Council have started cleaning the road signs in the town. The town centre is looking tired as there are weeds growing in the paths and litter outside business premises is not being removed. Cllrs Morgan, Burrell, Hirst and

Turton agreed to meet Tuesday 4th September to walk around the town and compile a list of jobs that need attention. Cllrs to report back to the H&R Committee next month to update them on their walkabout and what action needs to take place to make the town more attractive to visitors and residents.

HR13. 09/18 Correspondence:

None received.

HR14. 09/18 Councillors Reports:

Cllr Ball – Asked whether a winter scene of Tetbury could be used to sell at the VIC for a Christmas card.

Cllr Maslin – Requested an update on the new merchandise for VIC had been ordered as it is coming up to Christmas and these items would make excellent presents.

Cllr Turton – Asked for an update on the H&R Budget and the projects in the pipeline.

Officers to provide H&R Committee next month a spreadsheet showing the projects which have been approved by the Committee and the costs involved.

Cllr Painter – Requested we make a feature of the entrance to the burial ground from Sherwood Road and asked whether the one of the old planter troughs could be sited in this area.

HR15. 09/18 Items for the next agenda:

Fingerposts, Historic Plaques, Electric Charging Points, Christmas Memory Tree Festival, Christmas Switch on Event, H&R Project update

HR16. 09/18 Time and date of the next meeting Monday 1st October 6.30pm

Chair Dated