

MINUTES OF A MEETING OF TETBURY TOWN COUNCIL
Held in the Council Chamber, Tetbury on Monday 26th November 2018 at 7.00pm

PRESENT:

Chairman: Councillor S Ball (Mayor)

Councillors: P Burrell, J Easterbrook, S Hirst, N Ind, I Maslin, R McCorkell, S Mitchell, E Monks, C Morgan, K Painter (Deputy Mayor), J Turton, A Walsh and J Williams.

Officers: Town Clerk – Stephen Holley.

Public: PCSO A Biddell and two members of the public

TC05. 11/18 Apologies for absence:

Received from Councillor D Creed, who was unwell.

TC06. 11/18 Declarations of interest:

Councillors Ball, Burrell, Easterbrook and Hirst each declared 'other' interests in the Dolphins Hall Rebuild and Extension Project (Minute TC24. 11/18) and the Dolphins Hall Rebuild and Extension Project; Councillors Ball and Easterbrook as the Council's appointed representatives on the Dolphins Hall Management Committee, Councillor Burrell as a member of the same Committee, and Councillor Hirst as a member of the group project managing the rebuild/extension project.

TC07. 11/18 Public Consultation:

(a) Mr Will Cook informed the Council that he had spoken to the Heritage and Regeneration Committee on 5th December to promote the idea of creating an area for children's play equipment near the Goods Shed, following requests from a number of mothers. Mr Cook explained that this was a personal proposal, rather than something wished for by Tetbury Rail Lands Regeneration Trust. The Council had supported this idea some five years previously, Mr Cook stated, and he hoped the support would continue. Mr Cook would bring more detail, including costs, to the Council at a later date

(b) Mr James Gregory informed the Council of his view that a lot of youth-related activities in Tetbury were uncoordinated and offered to set up a Youth Committee to address that deficiency. The Mayor informed Mr Gregory that the Council looked forward to hearing more. It was suggested that Mr Gregory talk with the organisers of the Youth Club.

TC08. 11/18 Minutes of the meeting held on 22nd October 2018:

The minutes of the meeting held on 22nd October 2018 were approved as a correct record, subject to the following amendment to Minute TC16. 10/18: fifth line – amend 'Market House' to 'Market place'. Record of Voting: For – 12, Against – 0, Abstentions – 2, Apologies/Absent – 1

TC09. 11/18 Progress Reports:

(a) Coombe House – As Social Services were currently using the office as a venue for supervised family contact, they had requested a sofa and a box of children's toys, in addition to the Council's plan to invest in a meeting table and chairs

(b) External Staircase outside Council Chamber – Councillor Ian Maslin had agreed to assist, as his firm already held a number of drawings of the building.

(c) Highways Railings - The Clerk relayed a Highways Officer's advice that the purchase of 'enhanced' railings would cost £6,700 on top of the costs of standard railings, and that the Town Council would be expected to pay an additional £6,700 as a commuted sum for the railings maintenance and eventual replacement. It was AGREED not to pursue this idea; the Town Clerk would ask (i) if the standard railings could be supplied in black and (ii) if the Town Council could affix the Tetbury dolphins badge/logo on roundels on every other panel.

TC10. 11/18 Police Report:

(a) PCSO Biddell presented the Police Report for October 2018 and drew the Council's attention to the fact that six substantiated crimes had been reported, a drop against 17 for the previous October. There was some disappointment that the report had dropped the figures for detected crimes, which had started the previous month. With regard to the alternative set of figures produced by Councillor Hirst at the last meeting PCSO Biddell stated that it appeared those figures could give a false impression as they referred to every single phone call and

report, rather than every incident. It was fairly common for several calls to be made in respect of any one incident. The Council acknowledged that some work would be required to produce a table linking incidents to arrests and convictions (or other incident closures) as there could be several months in between. Nevertheless, the Council wished to see some record of action taken.

(b) Two members reported an incident involving drugs which appeared not to have been recorded or followed through.

(c) On being asked for his views on CCTV, PCSO Biddell agreed that there would be little benefit in investing in an expensive system linked to the CCTV Control Room in Quedgeley if the images were not monitored, nor was there a benefit in Pan, Tilt and Zoom (PTZ) cameras for the same reason. He suggested that a cost-effective scheme might be a number of static cameras all linked to a single monitoring/recording station in the Council Offices. The Town Clerk would relay this to the Council's CCTV consultant.

TC11. 11/18 Reports from the Mayor and the Town Clerk:

(a) Mayor's Report - Wished to see the CCTV proposal fully explored; expressed a desire to see the Police Museum open as much as possible at weekends; had been very moved by the Remembrance events and the number of poppies; had discussed a proposed large-scale cycling event with the organiser and, taking up a member's suggestion, would put him in touch with Chavenage House, the management of which wished to host a cycling event; had attended meetings of the Air Cadets and the Girl Guides; invited members to the 'Tetbury Cares' forum on 27th November; invited members to join her and invited guests for Christmas drinks and canapes at No.65 Long Street at the close of the meeting on 10th December.

(b) Town Clerk's Report – Included a reminder that volunteers were required to assist with the Christmas Lights Switch-on, on Friday 7th December; outlined other Christmas-related activities being organised by the Council; provided an update on the 'Visit Tetbury' website; and listed numerous actions by the Grounds Team.

TR12. 11/18 Updates from Dolphins Hall, Feoffees, Tetbury Rail Lands Trust, Twinning:

(a) Dolphins Hall – Councillor Burrell reported that the Committee's attention had been entirely focused on the extension/rebuild project, which would be discussed in the Confidential Session.

(b) Feoffees – Mr Will Cook informed the Council that the Feoffees were making arrangements to paint the Market House in March and that efforts would be made to minimise disruption to town centre traffic. Mr Cook was asked to relay the Council's thanks for opening Market House for the Remembrance Poppy Drop.

(c) TRLRT – Mr Cook explained that the Trust was trying to put more activities on for younger people; an open mic session had been recently, with a good turnout. Everyone would be welcome to attend the Carol Service on 21st December.

(d) Twinning – The Committee would start work on its constitution at its next meeting.

TR13. 11/18 Committee and Working Group reports:

(a) Heritage and Regeneration Committee – Councillor Painter, the Committee Chair, drew attention to the draft Minutes. In response to a member's question he explained that he and the Gloucestershire Market Towns Forum were starting to look at 'Revive and Thrive' a UK-wide membership organisation with a primary focus on town and city centres and high streets.

(b) Finance and Scrutiny Committee – Councillor Hirst, the Committee Chair, explained that the Lions were expected to withdraw their conditions for supplying match-funding of £1,000 to provide two proposed defibrillators. The Committee had looked at the matter of fire and emergency escape from the second floor flat in the Old Courthouse. A member queried who was behind the recent 'blue disc' collection for defibrillators at Tesco. Another member requested that Officers find out who was responsible for the maintenance of the defibrillator at Tesco.

(c) Planning Committee – Councillor Burrell, the Committee Chair, explained that the Committee had considered three applications at one recent meeting and four at the next.

(d) Highways Working Group – Councillor Burrell, the Working Group Chair, explained that Officers were arranging a meeting. In response to a member's question the Council AGREED to request replacement of the bollard which had been missing from the closed section of road

behind Market House. Also, Officers were requested to view scaffolding erected in Silver Street which obstructed the pavement, with a view to reporting it to Highways.

TR14. 11/18 Vacancy on the Finance and Scrutiny Committee:

There were no volunteers, and the Council AGREED that the Committee could carry the vacancy for the remainder of the Council Year. The number of seats could revert to seven at the Annual Meeting of the Council in 2019.

TR15. 11/18 Extended Burial Ground – Design:

This item was DEFERRED until such time as the designer could amend her drawings to account for phasing.

TR16. 11/18 Budget-Setting Process:

The Council was requested to note progress with preparing the Council's Budget and Precept for 2019/20 and to consider major projects for inclusion. The Council AGREED the next steps as recommended by the Finance and Scrutiny Committee: (i) That the progress to date be noted; (ii) that a Budget Consultation Meeting for the public be arranged for Monday 21st January 2019; and (iii) that, in view of a number of significant projects awaiting final figures or estimates and to accommodate any outcome from the Public Budget Consultation Event, the final decisions on the Budget and Precept would be made at the meeting of the Council to be held on 28th January 2019. Unanimous.

TR17. 11/18 External Auditor's Report:

The Town Clerk and Responsible Financial Officer explained that the External Auditor's report had been received earlier that day. The report was qualified because the Council had not submitted its accounts for 2017/18 by 30th June 2018 and because the dates for public inspection had not been in the correct period. The Town Clerk reminded the Council of the reason for the delay in approving and submitting the accounts and the Annual Governance and Accountability Return and explained that electors had actually been given a longer time for public inspection than required. The Council NOTED the External Auditor's report and that it had been sent nearly two months after the External Auditor was due to have done so. Unanimous.

TR18. 11/18 Proposed Council and Committee Meeting Dates for 2019:

The circulated scheduled was AGREED, subject to the addition of the dates for the Public Budget Consultation Meeting in January and the Elections in May 2019.

TC19. 11/18 Correspondence:

Royal British Legion – The local organiser of the Poppy Appeal, Mrs Jane Haines, had written a letter of thanks for the Council's work arranging events for Remembrance. It was agreed that the arrangements had resulted in a memorable day.

TC20. 11/18 County, District and Town Councillors Reports:

(a) County Councillor Hirst – Advised that the County Council had issued a document 'Looking to the Future' setting out its ambitions about what it wanted for the future of the county and how it was going to make it happen. Councillor Hirst would obtain copies for the Town Council.

Advised that work was due to start the following day on resurfacing The Chipping as far as the Royal Oak and explained the actions taken to address concerns from residents and businesses about access. Advised that work on Charlton Road and on Hook House Lane had been completed to a high standard.

(b) District Councillor Hirst – Advised that the Defibrillator project continued and expressed a hope that Tetbury would soon have two more. Advised that the District Council wanted to develop Young People's Forums in the major towns across the District.

(c) Councillor Monks – Stated that she had been asked by a couple of businesses for advice on using social media. Councillor Monks would work with someone from the Royal Oak on a workshop for businesses to learn how to promote themselves. It was suggested that, in view of

the workshop organised by the Council and WDYT at the Goods Shed in July, that Officers provide Councillor Monks with a link to WDYT.

(d) Councillor Ind – Referred to the inconvenience to traffic caused by large lorries making deliveries in Long Street. Suggested that the War Memorial could benefit from being cleaned. Advised that drivers appeared to be ignoring the traffic lights at the Lioncourt Homes development (opposite Wells Masonry) and suggested that they be turned off at weekends and for priority to be given to traffic on Cirencester Road. Asked about the green lorry often seen parked in Long Street and elsewhere about the town and advised that it had recently been seen parked in a pedestrian section of the Station Car Park and also on pedestrian crossing markings on Long Street. Asked if anyone would be attending a Health and Wellbeing event for the voluntary sector and suggested that it be raised at the 'Tetbury Cares' forum the following day.

(e) Councillor Maslin – Advised that a firm of builders had bought the former Priory Nursing Home.

(f) Councillor Walsh – Advised that nothing could be done to stop delivery lorries from parking on Long Street for the Co-op and other businesses without a Traffic Regulation Order. Some discussion followed, which included advice that sometimes deliveries were arranged by a central despatch office without any opportunity for local input and that applying controls too hard might make Tetbury a less attractive town for businesses to operate efficiently. Advised that Wessex Water had put bollards outside LE Perry's Funeral Services stating that work was due to commence after 1st January.

(g) Councillor Mitchell – Explained that he was interested in Lorry Watch. Councillor Burrell, the local co-ordinator, would discuss it.

(h) Councillor Turton – Advised the Council that he was investigating an electric bike scheme with a local firm; he had a bike on indefinite loan for interested people to try, and the scheme might be eligible for a grant from the District Council. It was possible that the firm would develop wildlife tours from the Rail Lands towards Trouble House.

(i) Councillor McCorkell – Advised that over twenty property owners on Long Street had received letters from the County Councillor requiring them to make repairs to the metal topped drains running across the pavement. It had since been established that the water companies were responsible, so would the County Council be writing soon to advise the property owners?

(j) Councillor Ball – Relayed the sad news that the Town Crier's wife, Mrs Sally Evans had recently passed away. Councillor Ball would attend the funeral as Mayor, accompanied by the Town Clerk.

TC21. 11/18 Items for inclusion on future agenda:

Members were requested to email the Town Clerk with any items for future agendas.

TC22. 11/18 Next meeting

Monday 10th December at 7pm

TC23. 11/18 Exclusion of the Public and Press to allow discussion of Confidential business:

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 paragraphs (1) and (2) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual and 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. Unanimous.

Note: the business covered in the following Minutes was considered in Closed Session for the reasons agreed in Minute TC23. 11/18, but the summary decisions in these Minutes are not Exempt/Confidential. More detail is provided in the Confidential Minutes.

TC24. 11/18 Minutes of the meeting held 22nd October 2018:

APPROVED as a correct record. Unanimous.

TC25. 11/18 Dolphins Hall Rebuild and Extension Project:

Mr Steve Scott, the Chair of the Dolphins Hall Management Committee, provided an update report. He and other members of the Management Committee had met with the County Council Officer responsible for the £225,000 'Youth and Community' money and had presented him with a proposal for a multi-phase project. With reference to the public meeting being arranged by two District Councillors, Mr Scott relayed the Officer's advice that the project should not be the subject of public meetings at this stage. Mr Scott also confirmed that the various user groups and clubs were behind the plans.

Meeting closed 8.45pm

Chairman Dated