

**MINUTES OF A MEETING OF THE HERITAGE AND REGENERATION COMMITTEE
held in the Council Chamber, Council Offices, Monday 5th November 2018 at 6:30pm**

PRESENT:

Councillors: K Painter (Chair), S Ball, P Burrell, N Ind, R McCorkell, I Maslin, C Morgan, J Turton

Officers: Executive Officer – T Niblett, Community & Tourism Development Officer (CTDM) – G Osman

Members of the public: Two

HR01. 11/18 Apologies for absence:

Received from Councillor Hirst

HR02. 11/18 Public Consultation:

Resident asked whether a play area could be installed at the Goods Shed as this area does not have any facilities for the younger generation of the town. Resident had noted the Committee were discussing electric charging points and asked whether these points could be installed at the Long Stay Car Park.

HR03. 11/18 Declarations of Interest:

Cllr Painter Business in Tetbury update (minute HR15. 11/18) other interest
451 Comic Book Initiative (minute HR14. 11/18) pecuniary interest

HR04. 11/18 Minutes of the meeting held on 1st October 2018:

It was proposed by Cllr Ball, seconded Cllr Turton to approve the minutes of the meeting held on 1st October 2018 – Approved

HR05. 11/18 Action Plan and Update:

Poppy Appeal – £245 had been raised at the poppy afternoon tea party

Installation of lamp post litter bin behind Market Hall – Look at moving litter bin next to Veleton to the area where the bollard has gone missing

Revive and Thrive awaiting a date when Revive and Thrive can meet TTC to discuss further
Christmas Memory Tree Carol Service – taking place on Saturday 8th December starting at 5.30pm

Christmas Light Switch on event – taking place on Friday 7th December any help from Councillors would be much appreciated

Visit Tetbury Website – Shop details are currently being updated on the website

It was requested that a completed Action Plan would be beneficial to the Committee.

Activity / Project	Priority for Action High = Immediate / 3 months Medium = 3 to 6 months Long = This Council Year and/or ongoing	Progress by
Provision of Additional Burial Ground	High term	Council / H&R Planning permission received 18.07.18
Supporting the Town Centre Economy	Medium term and to be considered an ongoing priority	Council / H&R On-going
External Staircase	High Term	H&R /Town Clerk On-going.

		H&R would like the roof to be like-for-like and not lead.
Bluebell Trail (if approved) Wild Towns Project	Medium term	H&R / Town Clerk On-going Full Council project given its own budget.
Update and Replace the Tourism Visitor Maps at the Goods Shed, West Street and Chipping Street Car Parks	Medium Term	H&R / VIC & CTDM On-going project

HR06. 11/18 Budget figures to date:

Noted proposed by Cllr Ind, Seconded Cllr Ball that CTDM and Grounds Foreman meet with tree contractor to obtain figures to complete tree works in St Mary's Churchyard – approved.

HR07. 11/18 H&R Projects and budget 2019/20 (i) VIC budget:

H&R Budgets 2019/20 - St Saviours Church utilities £100, Equipment & Repairs increase to £2500, Fuel £1250, Clothing £1000, Open Spaces increase to £12,000, Tree works £8000, Planting £1500, Christmas lights £2500, Playground Inspection & Repairs £1000, Projects £10000. A meeting needs to be convened to discuss the possibility of ring-fencing some of the 2018/19 H&R projects budget to be set aside for finger post signs which need to be updated throughout the town. It was proposed by Cllr McCorkell, seconded Cllr Maslin that the H&R budgets are recommended to F&S with a caveat in place for the possibility of ring fencing some of the 2018/19 projects budget – approved. Look at obtaining a Tesco business Club card for points to be gained when purchasing fuel.

HR08. 11/18 Visitor Information Centre Monthly Report:

An open day has been planned for Friday 7th December to coincide with the Christmas switch on event with a 10% discount on the new David Thompson merchandise. The Charity Christmas Cards are selling well. We will no longer be selling the Westonbirt concert tickets due to a new policy brought in by the Forestry Commission.

Two quotations have been received for the new Visitor Information boards around the town. CTDM has been requested to receive 3 like-for-like quotations.

HR09. 11/18 Police Museum (i) Monthly report (ii) replacement CCTV cameras:

Thanked Cllr Ball for opening up the Police Museum on the two half term Saturdays, due to the popularity of the Summer Saturday openings and this half term it was suggested that we open the Police Museum on Saturday afternoons. Curator has requested new equipment to keep the donations in top condition and a new software package is required to assist with the re-accreditation, look at increasing the Museum budget for next year.

(ii) Replacement CCTV cameras – although we have installed a new CCTV monitor it has shown that the cameras need replacing. A quotation to replace the 3 existing CCTV cameras with new mini dome HD cameras and install a new mini dome camera viewing the main entrance door had been received. All 4 cameras will cost £820.70 exc VAT. It was proposed by Cllr Burrell, seconded Cllr Ind to approve this quotation and purchase 4 new cameras – approved.

HR10. 11/18 Civic Society Plaque Update: Mr Angell provided an overview, owners of the buildings are happy for the plaques to be erected on their buildings although some amendments on the wording had been requested. TTC will be sponsoring 2 plaques with Civic Society sponsoring 3. TTC have requested that the Civic Society returns in the new financial year to see whether we would be able to sponsor the other 2 plaques should no other organisation which to sponsor a plaque. Mr Angell was thanked for all his work on this project.

Standing orders suspended to extend the meeting.

HR11. 11/18 Pride in your town campaign:

Cllr Turton provided an overview. Cllr McCorkell has found correspondence which shows the water companies are responsible for the metal grates in the pavements around the town, Town Clerk to confirm this information is still correct.

HR12. 11/18 Electric Charge points for vehicles:

Cllr Turton provided an overview. Need more information regarding the systems which are currently on the market to provide charging points which do not take long to charge a vehicle. Cotswold District Council have currently published they have a budget of £300k for such schemes, Cllrs Turton, Hirst and Mr Cook (representative of the Goods Shed) to arrange a meeting to work together in obtaining a grant from CDC.

HR13. 11/18 Anti-slavery group:

EO and CTDM met with Mandy Scott who has advised they will be organising an awareness week next year, Councillors have asked if they could use the word 'modern' in the title and agreed the group could use the Community Hub.

HR14. 11/18 451 Comic Book Initiative:

Cllr Painter has asked whether he could use the Community Hub to provide comic workshops and display artwork on the walls, it was felt that this could be rotated on a quarterly basis and see whether any other groups would like to advertise their artwork, this is not to be in competition with the Goods Shed. It was proposed by Cllr McCorkell, seconded Cllr Morgan to allow Cllr Painter to hold an exhibition of the artwork and provide workshops on a quarterly basis – approved.

HR15. 11/18 Business in Tetbury update:

A few initiatives are currently being discussed with the regeneration of the food festival and the Tetbury guide being produced for next year.

HR16. 11/18 Correspondence:

Thank you cards have been received by residents who attended the Poppy tea party. Although the food was supplied by a well-known supermarket it was asked why local companies did not provide the food? Advised local companies were asked unfortunately they were not competitive, had to chase one supplier many times for a quotation. It was advised that the scones were provided at a discount rate by one of the bakeries in town.

HR17. 11/18 Councillors Reports:

Cllr Morgan – Thanked the Mayor for Poppy tea party.

Cllr Ball – Care Forum meeting has been arranged for 27th November, 7pm in the Council offices, hopefully going to use the Community Hub as a drop-in centre.

Cllr Painter – A headstone needs putting back into correct position, advised family have been requested to move the headstone back to the original position – no response received.

HR18. 11/18 Items for the next Agenda:

Tourism boards

HR19. 11/18 Time and date of the next meeting – to be confirmed

Meeting closed 8.30pm

Chair Dated