

**ANNUAL MEETING OF THE COUNCIL**  
**held at Tetbury Library, Close Gardens, Tetbury, GL8 8DU.**  
**7pm Monday 15<sup>th</sup> May 2023**

Present:

Town Councillors: Nikki Ind, Ian Watson, Liz Farnham, Steve Scott, Kevin Painter, Suzanne Sanderson, Ann Pearce, Zowie Baker, Patricia Burrell, Colin Pearce, Rodney Smith, Peter Leech, Peter Coleman, and Judith Taylor

Officers: T Niblett (CEO (Chief Executive Officer)) V Bolwell (EO (Executive Officer))

Public: 11 Members

Peter Coleman outgoing Mayor welcomed the newly elected members. Peter Coleman introduced the Council Staff to the newly elected members.

**TC01. 05/23 To elect a Mayor and receive Mayor's Declaration of Acceptance of Office:**

It was proposed by Councillor Kevin Painter seconded by Councillor Steve Scott to elect Councillor Liz Farnham as Mayor of Tetbury.

Voting record	For 14	Against 0	Abstain 0	Absent 1
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**TC02. 05/23 To elect a Deputy Mayor and receive Deputy Mayor's Declaration of Acceptance of Office:**

It was proposed by Councillor Rodney Smith seconded by Councillor Patricia Burrell to elect Councillor Zowie Baker as Deputy Mayor of Tetbury.

Voting Record	For 11	Against 3	Abstain 0	Absent 1
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It was proposed by Councillor Kevin Painter seconded by Councillor Colin Pearce to elect Councillor Ann Pearce as Deputy Mayor of Tetbury.

Voting Record	For 3	Against 11	Abstain 0	Absent 1
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Councillor Zowie Baker was duly elected as Deputy Mayor.

**TC03. 05/23 To receive and accept any apologies for absence:**

Mark Baker received and accepted.

**TC04. 05/23 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests:**

Councillor Steve Scott – The Dolphin Recreation

**TC05. 05/23 Public Consultation:**

Member of the public has requested a FOI regarding a compensation payment made to Councillor Kevin Painter.

Member of public requested information regarding the due diligence checks of agenda item 9. CEO to respond.

**TC06. 05/23 To approve minutes the Full Council meeting held on Monday 24<sup>TH</sup> April 2023:**

It was proposed by Councillor Judith Taylor seconded by Councillor Steve Scott to approve the minutes of Monday 24<sup>th</sup> April 2023.

Voting record	For 10	Against 0	Abstain 4	Absent 1
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# Tetbury

## Town Council

**TC07. 05/23 To confirm Committees and elect Members to Committees (Chairmen appointed at each Committee's first meeting)**

- **Finance & Scrutiny–**  
Cllr Steve Scott  
Cllr Mark Baker  
Cllr Peter Coleman  
Cllr Judith Taylor  
Cllr Patricia Burrell  
Cllr Colin Pearce  
Cllr Kevin Painter  
Cllr Ann Pearce
- **Planning–**  
Cllr Judith Taylor  
Cllr Patricia Burrell  
Cllr Colin Pearce  
Cllr Ian Watson  
Cllr Steve Scott
- **Heritage & Regeneration –**  
Cllr Zowie Baker  
Cllr Suzanne Sanderson  
Cllr Peter Coleman  
Cllr Mark Baker  
Cllr Peter Leech  
Cllr Colin Pearce  
Cllr Ann Pearce  
Cllr Kevin Painter  
Cllr Rodney Smith
- **Health, Wellbeing & Youth –**  
Cllr Suzanne Sanderson  
Cllr Zowie Baker  
Cllr Peter Coleman  
Cllr Nikki Ind  
Cllr Rodney Smith  
Cllr Peter Leech  
Cllr Steve Scott  
Cllr Ann Pearce  
Cllr Ian Watson

It was proposed by Councillor Steve Scott seconded by Councillor Judith Taylor to approve the committee members.

Voting record	For 14	Against 0	Abstain 0	Absent 1
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**TC08. 05/23 To elect representatives to public bodies, charitable trusts, working groups.**

- **Health, Wellbeing and Youth Working Group**  
Cllr Ann Pearce
- **Climate Strategy Working Group**  
Cllr Judith Taylor  
Cllr Nikki Ind
- **Car Parking Working Group**  
Cllr Judith Taylor
- **Highways Working Group**  
Cllr Mark Baker  
Cllr Rodney Smith  
Cllr Colin Pearce
- **Rail Lands Trust x 2 Trustees**  
Proposed 2 x Cllr's awaiting confirmation from Rail Lands Trust
- **Dolphins Recreation Centre x 2 Trustees**  
Due to the Dolphins Hall becoming a Charitable Incorporated Organisation (CIO) representative from Tetbury Town Council are no longer required.
- **NPHAA Allotments**  
Cllr Nikki Ind
- **Tenants Representative**  
Cllr Suzanne Sanderson
- **Twinning Association – to note the Twinning Association in its current form has stood down and disbanded, any money withheld by the Twinning Association has been distributed to support Tetbury Hospital.**

It was proposed by Councillor Nikki Ind seconded by Councillor Steve Scott to approve the committee members.

Voting record	For 14	Against 0	Abstain 0	Absent 1
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**TC09. 05/23 To confirm appointment of bankers (Lloyds) and cheque signatories (T Niblett, V Bolwell and x 2 Councillors):** It was proposed by Councillor Nikki Ind seconded by Councillor Peter Coleman to approve in the interim cheque signatories (T Niblett, V Bolwell, Mayor Liz Farnham, Councillor Ann Pearce, and Councillor Steve Scott) while further investigations are made regarding alternative banks.

Voting record	For 14	Against 0	Abstain 0	Absent 1
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**TC10. 05/23 To approve Standing Orders:**

It was proposed by Councillor Peter Coleman seconded by Councillor Ian Watson to approve the Standing Orders once minor adjustments were made to Human Resource Staffing and Mayor becoming an ex-officio to all committees.

Voting record	For 13	Against 1	Abstain 0	Absent 1
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**TC11. 05/23 To approve Financial Regulations:**

After amendments were made it was proposed by Councillor Peter Coleman seconded by Councillor Steve Scott to approve the Financial Regulations.

Voting record	For 13	Against 0	Abstain 1	Absent 1
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**TC12. 05/23 To approve Training Policy:**

After amendments to remove Rate of Recovery Costs it was proposed by Councillor Steve Scott seconded by Councillor Colin Pearce to approve the Training Policy.

Voting record	For 13	Against 1	Abstain 0	Absent 1
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**TC13. 05/23 To review the Fixed Asset Register:**

Please can we add; -  
New Picket Harper Allotment Association Sheds.  
Four Staff Laptops.

**TC14. 05/23 To renew the General Power of Competence:**

It was proposed by Councillor Liz Farnham seconded by Councillor Steve Scott to approve the General Power of Competence.

Voting record	For 13	Against 0	Abstain 1	Absent 1
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**TC15. 05/23 To approve the Social Media Policy:**

It was proposed by Councillor Nikki Ind seconded by Councillor Patricia Burrell to approve the Social Media Policy.

Voting record	For 11	Against 2	Abstain 1	Absent 1
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**TC16. 05/23 To approve the Data Protection Policy:**

After an amendment on page 2 It was proposed by Councillor Zowie Baker seconded by Councillor Judith Taylor to approve the Data Protection Policy.

Voting record	For 11	Against 1	Abstain 2	Absent 1
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**TC17. 05/23 To consider correspondence received to date:**

Correspondence received from Zwingenberg Twinning Society - Councillor I Watson will respond on Tetbury Town Councils behalf.

Deputy Mayor Zowie Baker received an email from St Mary's School regarding a photo of the Coronation Mugs giving service. Do we have the photo? Is it Tetbury Town Councils?

Cllr K Painter informed the committee that he would send the photo the same day the Wilts and Glos is published.

**TC18. 05/23 Items for inclusion on June Agenda:**

Burial Ground – Heritage and Regeneration Committee.

Gloucestershire County Council Grass Cutting Report – Heritage and Regeneration

The committee were concerned that a request for the Annual Town Meeting was not actioned. Cllr Steve Scott – Due to no resolution to move this meeting this was unable to be fulfilled. It was agreed that another meeting could be called to invite all District Councillors and other members of Cotswold District Council.

**TC19. 05/23 To note the dates and time of the Annual Town meeting Wednesday 24<sup>th</sup> May 2023 at 6.30pm at the Dolphins Hall: Noted**

Meeting ended 19:23

Chair ..... Dated .....