

MINUTES OF THE FULL COUNCIL MEETING
held at Tetbury Library, Close Gardens, Tetbury
7pm Monday 21st July 2025

Present:

Town Councillors: Steve Scott (Mayor) Mark Baker (Deputy Mayor), Ian Watson, Liz Farnham, Kevin Painter, Suzanne Sanderson, Zowie Baker, Patricia Burrell, Colin Pearce, Rodney Smith, Xam Macutay-Malloch and Judith Taylor.

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

Public: Twenty-two

TC01. 07/25 To receive an update from The Rail Lands Regeneration Trust:

A representative from the Goods Shed reported a successful year, with recovery continuing post-COVID. A new General Manager has been appointed, transitioning management from volunteer-led to a part-time paid role.

A wide range of events and activities have taken place, including concerts, exhibitions, theatre, cinema, and community collaborations. Notable events included the Off the Rails Festival, Tetbury Wool Fair, and the Christmas Fair. Regular programming such as Tuesday Jive Nights and theatre screenings continues to attract audiences.

The venue remains financially active, with event income closely matched by operating costs. Continued support from grants, donors, and local organisations is essential. A new “Angels Fund” is being launched to encourage larger individual contributions.

The onsite café operates five days a week and remains popular, though staffing remains a challenge.

Future plans include a bar and café extension, carriage upgrades (currently paused due to asbestos), and the installation of solar panels. Youth and community engagement remains a priority, with efforts to diversify programming and build partnerships with schools and arts organisations.

Thanks were extended to all volunteers and supporters, including the Town Council.

Good Shed Representative informed the Council that a support letter is required from the Town Council, as landlord, to accompany a National Heritage Lottery Fund application for the proposed café extension at the Goods Shed. The Council noted the request and will discuss and respond formally. No direct opinions or decisions were given during the meeting.

TC02. 07/25 To receive and accept any apologies for absence:

Nikki Ind – Holiday -received and accepted.

Alison Figueredo – None received.

TC03.07/25 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests:

Cllr I Watson – Highfield Resident no pecuniary interest – Agenda item 32.

TC04. 07/25 Public Consultation:

A resident expressed concern about the limited availability of burial spaces in Tetbury and stressed the importance of maintaining local burial options for the community.

Another resident referenced historical planning permissions and agreements that had identified land for potential extension. They noted that legal and ownership issues remain unresolved, particularly as the land is managed by the Dolphins Recreation Committee.

A further resident informed the Council that a benefactor has had a parcel of land professionally valued and is willing to purchase it for £50,000, with the intention of leasing it back to the Council at a peppercorn rent for use as a burial ground.

Two residents made emotional appeals. One, a fifth-generation Tetbury resident, expressed a heartfelt wish to be buried alongside their family and urged the Council to preserve this connection to local heritage. Another asked what the Town Council will say to families when the current burial ground is full, and where their loved ones will be buried if no local provision is secured.

Additional comments were made regarding confusion over the ownership of the proposed extension land, with questions raised about the legal process and the involvement of Sports England. Concerns were also expressed about the Council's future responsibilities—both legal and moral—should the current burial ground reach capacity without an alternative in place.

A representative from the “20 in the Town” group referenced a 2020 consultation which showed approximately 75% public support for implementing 20 mph speed limits in Tetbury.

A representative from Beverston Parish Council expressed support for speed reduction measures, citing both safety concerns and historical context. They proposed mutual support between neighbouring parishes to strengthen the case for change.

Resident noted that Tetbury Town Council had previously been promised Vehicle Activated Signs (VAS), and a request was made to contact GCC for an update on the missing signs.

Due to public attendance for several specific items, the Mayor exercised discretion to move agenda items 9, 10, and 20 forward in the meeting schedule to accommodate those present.

TC09. 07/25 To discuss and approve Burial Site searches for Tetbury as recommended by the Heritage, Environment and Community Committee – Recorded vote requested:

A proposal was presented to commission CDS to conduct a professional site survey within a 1-mile radius to identify potential new burial ground locations, at a quoted cost of £7,711.25.

Cllr Z Baker noted the need for an independent and comprehensive assessment of land suitability, considering factors such as water levels, bedrock, and legal constraints. Over the past decade, multiple letters have been sent to various landowners regarding potential burial ground sites, yet no progress has been made, highlighting the ongoing difficulty in securing suitable land through local channels. It was noted that a professional survey could help resolve ongoing local debate.

Cllr K Painter raised concern that he had previously served on working groups related to this issue and felt that this prior work should be reviewed before commissioning a new survey.

Cllr S Sanderson noted that past efforts had not been successful and suggested that it may now be appropriate to seek an independent review to move the matter forward.

Cllr L Farnham expressed concern about the size of land sought for burial, noting that it appeared to be an extremely large area. A request was made for clarification on the land requirements.

A counterproposal by Cllr K Painter and Cllr C Pearce to delay the survey by two months to allow a stakeholder group to conduct preliminary research was put to a recorded vote but did not pass.

It was proposed by Councillor Zowie Baker seconded by Councillor Rodney Smith to approve Burial Site searches for Tetbury as recommended by the Heritage, Environment and Community Committee recorded vote.

Voting Record	Favour	Against	Abstain	Absent
	I Watson	C Pearce		A Figueredo
	S Sanderson	K Painter		N Ind
	Z Baker	L Farnham		Vacancy
	R Smith			
	J Taylor			
	M Baker			
	S Scott			
	P Burrell			
	X Macutay-Malloch			

TC10. 07/25 To discuss and approve the re-allocation of Burial Ground Reserves to General Reserves: Due to the result of the previous item this was suspended.

TC20. 07/25 To approve GCC highways 20's plenty scheme:

Council reaffirmed support for the GCC's community 20 scheme and will request consideration for Tetbury, also support for reducing 40 mph to 30 mph limits on approach roads and collaborating with neighbouring parishes including Beverston.

It was proposed by Councillor L Farnham seconded by Councillor I Watson to approve GCC highways 20's plenty scheme and collaborate with neighbouring parishes for support.

Voting record	For 12	Against 0	Abstain 0	Absent 3
---------------	--------	-----------	-----------	----------

TC05. 07/25 To receive an update from the Dolphins Recreation Centre regarding Project 1:

The building has received its initial sign-off, marking a significant milestone in the project. Final approvals are now pending, specifically the fire safety certificate and the air pressure test, both of which are required before full operational status can be granted.

To prepare for opening, a series of test events are scheduled to take place throughout August. These will allow for final adjustments and operational checks. Subject to successful completion of these final steps, the building is expected to be fully operational by September.

TC06. 07/25 To approve the Full Council minutes – Monday 16th June 2025:

It was proposed by Councillor Patricia Burrell seconded by Councillor Mark Baker to approve the Full Council minutes of Monday 16th June 2025.

Voting record	For 11	Against 0	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

TC07. 07/25 To note actions points:

Noted.

TC08. 07/25 To discuss and approve the Rural England Prosperity Fund grant of £19,000 for Tetbury Goods Shed: Grant application for £19,000 pending; final plans to be submitted upon confirmation of award – deferred till September.

TC11. 07/25 To discuss and approve any changes Tetbury Town Council would like to propose to Cotswold District Council Community Governance Review (CGR):

Discussion on possible warding of Tetbury for future elections to reduce costs (from £7,000 to £2,500 per election) - Questions raised about election logistics if wards are under/over-subscribed, eligibility for standing and co-option - Decision deferred to September pending further information

TC12. 07/25 To approve Vexatious Policy as recommended by the Finance & Scrutiny Committee:

It was proposed by Councillor J Taylor seconded by Councillor I Watson to approve the Vexatious Policy as recommended by the Finance and Scrutiny Committee.

Voting record	For 11	Against 0	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

TC13. 07/25 To discuss and approve Local Government Reorganisation:

The Council agreed to engage proactively with Gloucestershire County Council (GCC), Gloucestershire Rural Community Council (GRCC), and neighbouring parishes to explore devolved powers and opportunities for collaborative service delivery, including areas such as car parks and verge maintenance.

It was proposed by Councillor Mark Baker and seconded by Councillor Liz Farnham to approve the formation of a Local Government Reorganisation Working Group. The group will include the Chief Executive Officer (CEO) and Executive Officer (EO) and will undertake research into approaches taken by neighbouring councils.

Voting record	For 11	Against 0	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

TC14. 07/25 To discuss and approve working in collaboration with The Feoffees to write to water organisation to request silt chambers on overflow pipes going into Millenium Green:

It was proposed by Councillor Zowie Baker seconded by Councillor Mark Baker to approve working in collaboration with The Feoffees to write to water organisation to request silt chambers on overflow pipes going into Millenium Green:

Voting record	For 11	Against 0	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

TC15. 07/25 To allocate two Councillors to sign off August invoices:

Cllrs X Macutay-Malloch and Cllr I Watson volunteered for August Invoices.

TC16. 07/25 To allocate two Councillors to carry out quarterly budget checks:

Cllrs S Sanderson and Cllr I Watson volunteered for quarterly budget checks.

TC17. 07/25 To discuss and note Quarter 1 2025/2026 budget:

Noted.

TC18. 07/25 To discuss budget setting 2026/2027:

Timeline agreed September, Full council review in October, aim for approval by November; possibility of earlier public consultation discussed.

TC19. 07/25 To discuss the implementation of the Business Plan in Council meetings:

All agenda items to reference relevant business plan goals. Responsible councillors for each area to be engaged in agenda preparation and ongoing progress tracking.

Cllr J Taylor plans to circulate a summary table of business plan items and responsibilities

TC21. 07/25 To discuss and approve writing to Southwestern Ambulance Services NHS Foundation Trust (SWASFT) to express concern regarding the proposed changes to withdraw financial support for fire co-responder schemes:

The Council discussed concerns regarding proposed changes by the South Western Ambulance Service to withdraw financial support for co-responder schemes. Cllr I Watson highlighted that the service is considering shifting responsibilities from the fire service to volunteers, which could impact the speed and effectiveness of emergency responses.

The Council agreed to write to the South Western Ambulance Service to express its concerns, particularly in light of Tetbury's rural setting and its significant older population, where rapid emergency response is critical. The importance of retaining experienced responders was emphasised, given the ongoing challenges in recruiting and retaining volunteers.

It was proposed by Councillor Liz Farnham seconded by Councillor Ian Watson to approve writing to Southwestern Ambulance Services NHS Foundation Trust (SWASFT) to express concern regarding the proposed changes to withdraw financial support for fire co-responder schemes:

Voting record	For 12	Against 0	Abstain 0	Absent 3
---------------	--------	-----------	-----------	----------

TC22. 07/25 To request all Councillors update their register of interests:

All Councillors were reminded of their legal responsibility to keep their Register of Interests up to date. Members are requested to review, update, and return their completed forms to the Chief Executive Officer (CEO) as soon as possible.

TC23. 07/25 To discuss Martyn's Law requirements:

Cllr Liz Farnham provided an overview of new legal requirements relating to event and venue safety under Martin's Law. It was suggested that Councillors complete a free 45-minute online training course to familiarise themselves with anti-terrorism awareness. It was further recommended that the Council review and update its emergency plan and work collaboratively with tenants (e.g., the Goods Shed) and event organisers to ensure compliance and preparedness.

It was proposed by Councillor Steve Scott to suspend standing orders seconded by Councillor Judith Taylor

Voting record	For 12	Against 0	Abstain 0	Absent 3
---------------	--------	-----------	-----------	----------

It was proposed by Councillor Steve Scott and seconded by Councillor Judith Taylor that all Councillors be required to complete the online anti-terrorism training as advised by the Society of Local Council Clerks (SLCC). The proposal also included a review of the Council's emergency plan to ensure alignment with current safety and preparedness standards.

Voting record	For 12	Against 0	Abstain 0	Absent 3
---------------	--------	-----------	-----------	----------

TC24. 07/25 To approve a full page in the Tetbury Advertiser to assist Zwingenberg Twinning

Society: The Council has been asked to assist in promoting the establishment of a new twinning association with Zwingenberg, Germany. While the Council will not run the association, it agreed to support the initiative by helping to advertise for volunteers.

It was proposed by Councillor Zowie Baker seconded by Councillor Ian Watson to approve a full page in the Tetbury Advertiser to assist Zwingenberg Twinning Society.

Voting record	For 11	Against 0	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

TC25. 07/25 To note Mayors and CEO reports:

Noted.

TC26. 07/25 Noting minutes of Heritage Environment and Community Committee dated Monday 2nd June 2025 accepted by Committee on Monday 7th July 2025:

Noted.

TC27. 07/25 Noting minutes of Planning Committee dated 24th March 2025, accepted by Committee on Monday 16th June 2025:

Noted.

TC28. 07/25 Noting minutes of Finance & Scrutiny Committee dated Monday 9th June 2025 accepted by Committee on Monday 14th July 2025:

Noted.

TC29. 07/25 To note Working Group minutes:

Noted.

TC30. 07/25 To receive County Councillor Reports:

Noted.

TC31. 07/25 To receive District Councillor Reports:

Noted.

TC32. 07/25 To consider correspondence received to date:

Resignation – Cllr Peter Coleman confirmed his resignation from Tetbury Town Council 07/07/2025

Highways – Ash Dieback planting – Contact CEO

Highfield Farm Development – advised that GCC Highways have not adopted this development and unsure whether this will take place. TTC not in a position to adopt this land.

TC33. 07/25 To receive Member Reports:

Cllr S. Scott raised concerns about lorries parking illegally in the town. He has addressed the issue directly with both a local High Street business and the lorry company involved.

Cllr Z. Baker noted that directly challenging lorry drivers falls outside the remit of the Town Council.

TC34. 07/25 Items for inclusion on the September Agenda:

Budget setting

Business Plan

TC26. 06/25 To note the dates and time of the next meeting – Monday 15th September, Tetbury Library, Close Gardens.

Noted.

Meeting ended 2130

Chair Dated