

**MINUTES OF THE FULL COUNCIL MEETING  
held at Tetbury Library, Close Gardens, Tetbury  
7pm Monday 26<sup>th</sup> January 2026**

Present:

Town Councillors: Steve Scott (Mayor) Mark Baker (Deputy Mayor), Ian Watson, Nikki Ind, Patricia Burrell, Zowie Baker, Rodney Smith, Adam Thilthorpe, Suzanne Sanderson, Judith Taylor, X Macutay-Malloch, K Painter.

Officer: V Bolwell (Executive Officer)

Public: District Councillor L Hall-Wilson and 7 members of public

**TC01. 01/26 To receive and accept any apologies for absence:**

Councillor A Figueiredo received and accepted.

Councillor C Pearce received and accepted.

Councillor L Farnham received and accepted

Councillor A Thilthorpe has confirmed attendance but may arrive late due to a prior commitment

**TC02. 01/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests:**

Cllr I Watson informed the Committee of his intention to attend the forthcoming Twinning Festival in Germany. He confirmed that all associated costs and expenditure will be met personally, and no financial support is required from Tetbury Town Council.

**TC03. 01/26 Public Consultation:**

A member of the public (MOP) addressed the Committee to raise serious concerns regarding the worsening car parking situation within Tetbury town centre. Speaking on behalf of what they described as approximately 95% of residents and businesses, they stated that parking availability had become “past critical”, with visitors reportedly spending between one and one and a half hours searching for a space before leaving the town altogether. They highlighted that no additional parking provision had been made despite continued housing development, and that around 30 spaces had been lost in the past year due to revised white lining and the installation of electric vehicle chargers. The new housing development at Bath Road was cited as likely to add further pressure. Comparisons were drawn with Malmesbury and Nailsworth, both offering free parking and enjoying high footfall and commercial occupancy, whereas Tetbury currently has around twenty vacant commercial premises and, in the resident’s view, lacks a clear high street vision. They also expressed concern that revenue from the West Street Car Park—previously around £47,000, now approximately £30,000—had historically been used in support of a multistorey car park project in Cirencester rather than being reinvested locally.

In response, the Chair of the Parking Committee acknowledged the long-standing nature of these concerns and emphasised the need to continue pressing Cotswold District Council for action. **Action HEC.**

A MOP outlined a proposal for Tetbury to submit a bid for UK Town of Culture 2028. MOP explained that Tetbury, with a population of under 8,000 and more than ten active cultural organisations, fits well within the broad cultural definition used by the scheme. MOP advised that the initial application process would be relatively low-effort, with shortlisted towns receiving £60,000 to develop their full bid. The eventual winner is awarded £3 million, with £250,000 available to runners-up. MOP noted that the project would require the support of Tetbury Town Council to oversee funding should the bid progress. MOP confirmed that the initiative is intended to

be community-wide and that there is meeting on Wednesday 28<sup>th</sup> Jan 2026 at The Goods Shed with representatives from ten local cultural organisations to explore next steps.

Cllr Watson declared an interest in the proposal and reported that the bid already has support from Cotswold District Council, Gloucestershire County Council, and the local MP. **Action HEC March.**

A MOP raised concerns regarding Agenda Item 13, expressing the view that participation in the twinning event in Germany could be facilitated via video conference rather than through in-person attendance. The member of the public stated that they felt it was unnecessary for a Councillor or staff member to travel to Germany for this purpose.

**TC04. 01/26 To receive an update from the Dolphins Recreation Centre (DRC) regarding Project 1:**

The Committee received the report, noting continued frustration regarding the absence of a confirmed opening date for the facility, which was originally anticipated for June. Members also expressed concern over the financial implications of progressing to Phase 2, particularly in light of increasing Public Works Loan Board interest rates.

It was further noted that the Town Council has not had trustee representation for more than five years, and Members agreed that a formal mechanism—such as regular scheduled meetings or a working/networking group with user organisations—is needed to ensure effective communication and oversight.

District Councillor L Hall-Wilson encourage the DRC to take their help to expedite progress with Building Control, noting that a previous meeting before Christmas had indicated an opening “within weeks,” which has not been achieved.

**Actions** A letter will be sent to the DRC expressing the Council’s concerns and offering support to help move matters forward. The item will be added to the February agenda to discuss next steps and establish a plan for future progress.

**TC05. 01/26 To approve the Full Council minutes – Monday 15<sup>th</sup> December 2025:**

It was proposed by Cllr J Taylor seconded by Cllr R Smith to approve the Full Council minutes held on Monday 15<sup>th</sup> November 2025.

Voting record	For 11	Against 0	Abstain 0	Absent 4
---------------	--------	-----------	-----------	----------

**TC06. 01/26 To note action points:**

TC23: Terrorism training, please let the CEO/EO if you have completed the training but not download certificate.

TC14: Gloucestershire Highways advised that the scheduled CCTV survey at Gumstool Hill was delayed due to parked vehicles obstructing access but has now been rescheduled.

Cllr P Burrell suggested a previous report relating to flooding near Cookspool may be of relevance and requested that this be located and forwarded to Gloucestershire Highways for reference.

**TC07. 01/26 To approve the recommendation from the Finance & Scrutiny Committee to authorise two Councillors to become dual signatories on the current bank account for BACS payments:** It was proposed by Cllr I Watson seconded by Cllr X Macutay- Malloch to approve the recommendation from the Finance & Scrutiny Committee to authorise two Councillors to become dual signatories on the current bank account for BACS payments.

Voting record	For 11	Against 0	Abstain 0	Absent 4
---------------	--------	-----------	-----------	----------

**TC08. 01/26 To approve the SLA between Gloucestershire Constabulary and Tetbury Town Council for the provision of Community Speed watch Cameras:**

Due to incorrect information on report this will be discussed at Finance and Scrutiny.

**TC09. 01/26 To note Q3 Income and Expenditure:**

Noted.

*Councillor A Thilthorpe arrived 7.20pm*

**TC10. 01/26 To approve the precept request of £532,946 to Cotswold District Council – Precept set at Full Council Monday 15th December 2025:**

It was proposed by Cllr M Baker seconded by Cllr Z Baker to approve the precept request of £532,946 to Cotswold District Council – Precept set at Full Council Monday 15th December 2025.

Voting record	For 10	Against 1	Abstain 1	Absent 3
---------------	--------	-----------	-----------	----------

**TC11. 01/26 To discuss and approve holding a town meeting regarding potential burial sites:**

It was proposed by Cllr K Painter seconded by Cllr N Ind that the Council arrange a Town Meeting regarding potential burial sites, seeking guidance from Cotswold District Council on the correct process. Tetbury Upton Parish Council will be invited to participate due to the potential location of burial sites within their parish.

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

**TC12. 01/26 To discuss and approve updates on Business Plan:**

Cllr N Ind noted items for correction

Items 0.4, 0.5, 0.7, 0.13, 0.14, 2.1 Annual - these need months added for clarity.

4.1 discussion with Dolphin Recreation Centre regarding phase 2.

7.1 can the word bungalow be replaced with single floor living accommodation.

**TC13. 01/26 To receive an update on progress following the recent advertisement for twinning participation and to seek approval for the Mayor, CEO, EO and Councillor I Watson to attend the upcoming twinning event in Germany:** The Committee received an update on efforts to re-establish active links with Zwingenberg following reduced engagement during the COVID period. The Mayor and Deputy Mayor of Zwingenberg recently visited, and an invitation has been extended for representatives to attend the May Wine and Food Festival, including visits to local sites such as Battenberg Castle and Royal-related locations. Members considered approval for attendance by the

Mayor, CEO, EO and Cllr I. Watson for a five-night visit, noting that members of the public had also expressed interest.

Members raised concerns regarding the appropriateness of using public funds, particularly in the context of the precept increase and wider cost-of-living pressures.

Questions were also raised over whether it was necessary for both the CEO and EO to attend.

The EO clarified that flights for officers and Cllr I Watson would be self-funded, and that Zwingenberg would host accommodation, minimising costs to Tetbury Town Council. It was also noted that the CEO, EO and Cllr Watson have been in active discussions with Zwingenberg for the past year to maintain and strengthen the twinning relationship.

It was proposed in principle by Cllr K Painter seconded by Cllr M Baker, subject to detailed costs being reviewed by the Finance & Scrutiny Committee to approve Mayor, CEO, EO and Cllr I Watson attending the Zwingenberg Wine and Food Festival.

Voting record	For 10	Against 0	Abstain 2	Absent 3
---------------	--------	-----------	-----------	----------

Cllr S Sanderson, Cllr X Macutay- Malloch and Cllr N Ind expressed interest in attending. Any other councillors wishing to attend the Wine and Food Festival were asked to inform the CEO/EO directly.

**TC14. 01/26 To receive Mayors and CEO reports:**

Noted.

**TC15. 01/26 To note draft minutes of Heritage, Environment and Community Meeting dated Monday 12th January 2026:**

EO raised typo regarding attendance, this will be adjusted for HEC meeting.

**TC16. 01/26 To note draft minutes of Planning Committee meeting dated Monday 15th December 2025:** Noted.

**TC17. 01/26 To note draft minutes of Finance & Scrutiny Committee meeting dated Monday 19th January 2026:** Noted.

**TC18. 01/26 To receive County Councillor Reports:** Noted.

**TC19. 01/26 To receive District Councillor Reports:**

Cllr M Baker thanked District Councillor L Hall-Wilson for her efforts in the recent fires at Cirencester Road Industrial Estate. Cllr Hall-Wilson represented Tetbury extremely well.

Cllr N. Ind reported that social media had been used extensively to highlight the recent fires. As the District Councillor for the ward, Cllr Ind notified Environmental Health and expressed thanks to the Environmental Health Officers for their attendance and proactive response. Cllr Ind received two emails from residents regarding the issue, while Tetbury Town Council did not receive any direct contact.

**TC20. 01/26 To consider correspondence received to date:**

It was proposed by Cllr N Ind seconded by Cllr K Painter to suspend standing orders to discuss approving a short statement to Government.

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

Cllr N Ind provide the committee with a brief statement for submission to Cotswold District Council to present on Tetbury Town Councils behalf.

It was proposed by Cllr J Taylor seconded by Cllr P Burrell to approve the following statement ***'It is vital that an infrastructure first approach is taken to any site for development in Tetbury and throughout the district. Tetbury's capacity to absorb significant growth is primarily constrained by the availability of social rented/truly affordable homes for local people, limited public transport, healthcare provision, employment opportunities - light industry/office space.'***

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

**FOI – Tetbury Area Youth and Community Trust – Sure Team;** Cllr Z Baker noted this information had already been supplied to the member. How much does an FOI cost Tetbury Town Council?

**McCarthy Recycling** – This is outside the remit of Tetbury Town Council, as responsibility for waste and recycling lies with Cotswold District Council.

**Resident raised concerns with recent work at Bartley Croft** - recent Openreach excavation works, Members were advised that residents should contact their service provider directly, as this is not a matter for Highways.

**TC21. 01/26 To receive members report:**

**Cllr S Scott** – Please can members note Staff are not councillors' Personal assistants. Staff prioritise statutory/council resolutions.

**Cllr M Baker** – Concerned about continuous emails being received by members of staff. Can we implement the Vexatious Policy?

**Cllr J Taylor** – Representative of Cotswold District Council (CDC) will be speaking at next month's Full Council to raise awareness of Environmental issues.

**Cllr K Painter** – A local High Street business has contacted a Cllr K Painter regarding plans to expand their shop and has expressed a wish to invite the Mayor and Deputy Mayor to visit. Cllr S. Scott requested that the invitation be forwarded to the EO/CEO so appropriate arrangements can be made.

Cllr K Painter requested non-financial support for the Comic Con – would Tetbury Town Council support this event?

**Cllr N Ind** – Representative from CDC will be hosting a retro fit workshop in March, more details to follow.

**Cllr P Burrell** – Requested information regarding attendance, what is deemed to be a suitable absence for not attending a council meeting?

**TC22. 01/26 Items for inclusion on the February Agenda:**

VIC Business Plan – HEC agenda

Car Parking – HEC agenda

**TC23. 01/26 To note the dates and time of the Full Council meeting Monday 16<sup>th</sup> February 2026, 7pm, Tetbury Library:**

Noted.

**TC24. 01/26 CLOSED SESSION – Resolution to exclude the public and press:**

It was proposed by Cllr M Baker, seconded Cllr Z Baker 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 items of business on the grounds they 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.

Meeting closed 8.50pm

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

**TC5. 01/26 To discuss staffing matters**

Members were reminded of the importance of adhering to employment law and established Council HR procedures, noting that performance-related comments must not be made outside the formal processes. As Councillors, it was emphasised that there is a responsibility to always follow these procedures.

Meeting ended 9.21pm

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