MINUTES OF THE FULL COUNCIL MEETING
held at Tetbury Library, Close Gardens, Tetbury
7pm Monday 27th April 2026

Present:
Town Councillors: Steve Scott (Mayor) Mark Baker (Deputy Mayor), Ian Watson, Patricia Burrell, Zowie Baker, Liz Farnham, Judith Taylor, Suzanne Sanderson, Adam Thilthorpe, Nikki Ind, Alison Figueiredo, Rodney Smith and Kevin Painter.
Officer: T Niblett (Chief Executive Officer) V Bolwell (Executive Officer)
Public: 4 members of public

TC01. 04/26 To receive and accept any apologies for absence:
Councillor X Macutay- Malloch - no apologies received.

It was noted that Cllr Colin Pearce has resigned from Tetbury Town Council with effect from 27th April 2026.

TC02. 04/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests:
Cllr N Ind and Cllr I Watson declared interests in relation to the Miller Homes development, arising from their roles with Cotswold District Council.

TC03. 04/26 Public Consultation:
None.

TC04. 04/26 To receive an update from the Dolphins Recreation Centre (DRC) regarding Project 1:
Members received two reports outlining the outstanding issues to be addressed prior to sign-off by the Building Inspector.

TC05. 04/26 To approve the Full Council minutes – Monday 16th March 2026:
After an amendment It was proposed by Cllr L Farnham seconded by Cllr P Burrell to approve the Full Council minutes held on Monday 16th March 2026.

Voting record	For 8	Against	0	Abstain 5	Absent 2

TC06. 04/26 To note action points:
Noted.
Please can councillors inform the office if they have completed the terrorism training if they did not receive their certificate.

Remove Action Cllr K Painter – No invitation received by Mayor's invite. Unclear source.

TC07. 04/26 To note the potential housing development on Bath Road:
It was raised that the site lies within Tetbury Upton Parish, which has no planning remit within Tetbury, despite the proposed homes utilising Tetbury town infrastructure. It was further noted that all Community Infrastructure Levy (CIL) contributions will be allocated to Tetbury Upton Parish.

Cllr I Watson advised that he will be attending an emergency meeting of Tetbury Upton Parish Council later this week, in his capacity as a District Councillor, along with Cllr L Hall-Wilson.
It was agreed that it is important for Tetbury Town Council to engage with Tetbury Upton Parish Council to discuss these matters further.

TC08. 04/26 To discuss and approve the Annual Town Meeting report:
Members praised the work of the officers and the Reception/Administration staff for the considerable effort that has gone into producing the Annual Town Report. The report was noted to be comprehensive, with appreciation expressed for the inclusion of a large-print version.

It was proposed by Cllr N Ind, seconded by Cllr I Watson, that Standing Orders be suspended.

Cllr I Watson proposed, seconded by Cllr N Ind, that a formal vote of thanks be recorded for the office staff, with particular mention of R Baker, in recognition of their work on the Annual Town Report.

Voting record	For 13	Against	0	Abstain	0	Absent 2

Cllr L Farnham noted the image is dated and does not reflect the Visitor Information Centre. Cllr Farnham also noted it might be good to get the report proofread,

TC09. 04/26 To receive a report from the Monitoring Officer – Cotswold District Council:
The report highlighted expectations regarding behaviour, conduct, and adherence to the Civility and Respect Pledge in relation to staff and councillors. Members were reminded that they had signed this pledge and that they have a responsibility to challenge and call out any behaviour that does not meet these standards when it is observed.

TC10. 04/26 To note the year-end report:
Noted.

TC11. 04/26 To approve the Social Media policy as recommended by the Finance & Scrutiny Committee: It was proposed by Cllr M Baker seconded by Cllr J Taylor to approve the Social Media policy as recommended by the Finance & Scrutiny Committee.

Voting record	For 13	Against	0	Abstain	0	Absent 2

TC12. 04/26 To approve the Paternity Policy as recommended by the Finance & Scrutiny Committee: It was proposed by Cllr M Baker seconded by Cllr P Burrell to approve the Paternity Policy as recommended by the Finance & Scrutiny Committee

Voting record	For 13	Against	0	Abstain	0	Absent 2

TC13. 04/26 To approve the Whistleblowing Policy as recommended by the Finance & Scrutiny Committee: It was proposed by Cllr N Ind seconded by Cllr Z Baker to approve the Whistleblowing Policy as recommended by the Finance & Scrutiny Committee.

Voting record	For 13	Against	0	Abstain	0	Absent 2

TC14. 04/26 To approve the Bereaved Partners Paternity Leave Policy as recommended by the Finance & Scrutiny Committee: It was proposed by Cllr P Burrell seconded by Z Baker to approve the Bereaved Partners Paternity Leave Policy as recommended by the Finance & Scrutiny Committee

Voting record	For 13	Against	0	Abstain	0	Absent 2

TC15. 04/26 To approve the Visit Tetbury Green and Sustainability Policy as recommended by the Finance & Scrutiny Committee: It was proposed by Cllr L Farnham seconded by Cllr Z Baker to approve the Visit Tetbury Green and Sustainability Policy as recommended by the Finance & Scrutiny Committee.

Voting record	For 13	Against	0	Abstain	0	Absent 2

It was noted that this policy would be rolled out to include the Town Council.

TC16. 04/26 To note Mayors and CEO reports:
Noted.
Cllr L Farnham would like to see a report regarding Car Free Tetbury – The EO explained this was a meeting to discuss promoting arriving in Tetbury Car Free and is ongoing.

TC17. 04/26 Noting draft minutes of Heritage Environment and Community Committee dated Monday 13th April 2026: Noted.

TC18. 04/26 Noting draft minutes of Planning Committee dated 16th March 2026: Noted.

TC19. 04/26 Noting draft minutes of Finance & Scrutiny Committee dated Monday 20th April 2026: Noted.

TC20. 04/26 To note Working Group minutes:
Car Park Working Group – It was noted that this matter is currently being discussed by the Heritage, Environment and Community Committee (HEC). However, considering the recent introduction of current charges at Dolphins Hall and the resulting issues concerning a lack of parking, Members were of the view that this matter should be included as an agenda item for Full Council in June.

TC21. 04/26 To receive County Councillor Report:
Noted.

TC22. 04/26 To receive District Councillor Reports:
Noted.
The Gumstool Committee had approached Cllr N Ind regarding the condition of Gumstool Hill, particularly in relation to potholes and general road surface issues, ahead of the forthcoming Woolsack event. It was noted that these concerns have been raised with the Highways Authority.

TC23. 04/26 To consider correspondence received to date:
Noted.

TC24. 04/26 To receive Members Reports:
Cllr S Scott – Will be joining MP Roz Savage in the house of Parliament after her recent motion in parliament praising the work of charities ad highlighting TAYTC. Members of TAYTC have been invited to join Roz and a tour of parliament.

Cllr Steve Scott advised Members that this would be his final meeting as Mayor. Cllr Scott explained that he may be relocating and, in those circumstances, felt it would not be appropriate to continue in the role of Mayor should he be moving away.

Cllr Mark Baker – sincere thanks to Cllr Steve Scott for his dedicated service and significant contribution during his time as Mayor. Appreciation was expressed for his support and leadership within the Finance and Scrutiny functions.

Cllr Judith Tyalor – extended her thanks to the mayor for his service and contribution.

Cllr Kevin Painter – gave their thanks and noted that Cllr Scott had been exactly what the Council needed during his time as Mayor.

Cllr I Watson - Cllr Scott's departure will be a great loss to the Council, particularly considering his strong commitment and ongoing support for the local amateur dramatics' society.

Cllr N Ind - extended her thanks to the mayor and noted that the introduction of the new defibrillator map, which includes the location of blood kits, is a great asset to the town.

Cllr L Farnham – It was suggested that officers investigate the provision of anaphylactic kits. Members noted that Cllr Farnham had recently visited another town where such kits had been installed.

Cllr A Thilthorpe – expressed thanks for the support received while settling into the role. It was also noted that the Monitoring Officer's letter was disappointing to receive as a council.

EO – Victoria Bolwell – extended thanks to the mayor.

CEO – Tara Niblett – extended her thanks to the mayor for his support over the past year in her role. She also informed Members that, as Cllr Steve Scott would not be standing for Mayor for the 2026/27 municipal year, councillors should consider submitting their proposals and seconders accordingly.

TC25. 04/26 Items for inclusion on the June Agenda:
Car parking.

TC26. 04/26 To note the date and time of the Annual Town Meeting, Monday 11th May 2026, St Marys Primary School: Noted
Cllr J Taylor gave apologies.
Cllr N Ind gave her apologies in advance, advising that she may arrive late to the meeting due to attendance at a Planning meeting at Cotswold District Council.

TC27. 04/26 To note the date and time of the Annual Meeting of the Council, Monday 18th May 2026: Noted.

TC28. 04/26 CLOSED SESSION – Resolution to exclude the public and press:
It was proposed by Cllr N Ind, seconded Cllr M 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.

TC29. 04/26 To approve Full Council Closed Session Minutes – Monday 26th January 2026.
It was proposed by Cllr Zowie Baker seconded by Cllr Mark Baker to approve Full Council Closed session minutes – Monday 26th January 2026.

Voting record	For 10	Against	0	Abstain 3	Absent 2

Meeting closed 8.39pm

Chair …….. Dated ……