

To All Members of the Heritage, Environment and Community Committee

Councillors: Zowie Baker (Chair), Suzanne Sanderson (Vice Chair), Nikki Ind, Adam Thilthorpe and Rodney Smith.

You are summoned to attend the Heritage, Environment and Community Committee meeting on **Monday 1st June 2026 7pm** Tetbury Library, Close Gardens, Tetbury, for the transaction of the following business. **All members of the public & press welcome.**



Executive Officer

26th May 2026

AGENDA

1. To elect a Chair
2. To elect a Vice Chair
3. Apologies for absence
4. Public consultation (Note: Fifteen minutes is allowed for public questions or statements. Each person to state name and to be allowed three minutes maximum. Questions may be answered briefly but not debated. Issues may be referred for subsequent response if necessary)
5. Declarations of interest
6. To approve the Minutes of the meeting held on Monday 13 th April 2026
7. To note Budget, spend to date and forecast spend
8. To note Heritage Environment and Community Action updates
9. To note Visitor Information Centre report
10. To discuss and approve a joint Tetbury Town Council and Cotswold District Council meeting to bring together High Street businesses, with the aim of exploring ways to improve and enhance the High Street
11. To receive the Police Museum report
12. To note the amended Suffolk Close Play Park design
13. To note Grounds Team monthly Play Park Inspection
14. To discuss and approve Town Crier Honorarium
15. To discuss and approve Christmas Events 2026
16. To discuss and approve Allotment Fees 26/27
17. To discuss budget requirements 27/28
18. To consider and approve the proposed siting of benches at Railands
19. To approve Tree Works at Linfoot Road
20. To consider Correspondence
21. To receive members Reports
22. Items for inclusion on the 6 th of July 2026 agenda
23. To note the dates and time and date of the next Heritage, Environment and Community meeting 7pm Monday 6 th July 2026 at Tetbury Library – Close Gardens – Tetbury

Members are reminded that the Council has a general duty to consider the above matters in the exercise of any of its functions: Equality and Diversity, Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded that they are required to comply with the ethical standards laid down in the seven "Nolan" principles of public life in their conduct within Council meetings and at all times when acting as a Councillor.

**MINUTES OF THE HERITAGE, ENVIRONMENT & COMMUNITY
held at Tetbury Library, Close Gardens, Tetbury, GL8 8DU on the
13th April 2026**

Present:

Town Councillors: Z Baker (Chair), S Sanderson (Vice Chair), N Ind and R Smith.

Officers: V Bolwell (EO)

Public: One member of public

HEC01. 04/26 To receive and accept any apologies for absence:

Cllr C Pearce – received and accepted.

Cllr A Figueredo - received and accepted – Personal.

Cllr I Watson - received and accepted – County Council.

HEC02. 04/26 Public Consultation:

Member of public raised concerns regarding the transfer of the Plot 8 deeds to the Dolphin Recreation committee. He has requested information regarding when the deeds were handed over and who paid the solicitors.

HEC03. 04/26 Declarations of Interest:

None.

HEC04. 04/26 To approve the Minutes of the Heritage, Environment and Community meeting held on Monday 2nd March 2026: After amendments it was proposed by Cllr Z Baker seconded by Cllr R Smith to approve the minutes of the Heritage, Environment and Community meeting held on 2nd March 2026.

Voting record	For 3	Against 0	Abstain 1	Absent 3
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HEC05. 04/26 To note Budget, spend to date and forecast spend:

Noted.

Cllr N Ind commended the HEC Committee, noting that the budget had come in under budget, and that Visit Tetbury had also been delivered under budget. However, Cllr Ind raised significant concern regarding the Police Museum budget, which is currently showing an overspend of approximately 270%.

HEC06. 04/26 To note Heritage, Environment community Action Plan from previous meeting:

Noted.

HEC07. 04/26 To note Visitor Information Centre report and approve Visit Tetbury Green & Sustainability Policy:

Noted.

It was proposed by Cllr Z Baker seconded by Cllr S Sanderson to approve Visit Tetbury Green & Sustainability Policy.

Voting record	For 4	Against 0	Abstain 0	Absent 3
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MINUTES OF THE HERITAGE, ENVIRONMENT & COMMUNITY
held at Tetbury Library, Close Gardens, Tetbury, GL8 8DU on the
13th April 2026

HEC08. 04/26 To receive the Police Museum Report:

Noted.

Members expressed confusion regarding the format of the Police Museum report, noting that it appeared more akin to an action list than a formal report. The inclusion of financial figures also caused concern. Members emphasised that funding applications must be made correctly, and Cllr N Ind stated that this does not appear to be being followed appropriately in line with local government practice. It was noted that the Tetbury Town Council RFO must be included in the process. Members suggested that a template report may be more suitable. It was further felt that reporting should be provided monthly, with an annual report presented to Full Council. The EO was requested to raise these matters with the CEO.

HEC09. 04/26 To note Highways Working Group:

Noted.

Cllr R Smith asked whether the area behind the Market House is still hired from Tetbury Town Council, as several vans were observed there over the weekend. Executive Officer will raise with Highways.

HEC10. 04/26 To note Grounds Team monthly Play Park Inspection:

Noted.

HEC11. 04/26 To discuss Suffolk Close Playpark plans:

Due to the funding not reaching the proposed target, the plans will need to be adjusted accordingly. The previously selected provider will be contacted to discuss the required amendments to the plans.

HEC12. 04/26 To discuss Annual Town meeting report:

Report will be submitted Thursday 16th April.

HEC13. 04/26 To discuss and approve Car Parking Working Group recommendations:

It was proposed by Cllr S Sanderson seconded by Cllr N Ind to approve Car Parking Working Group recommendations.

Voting record	For 3	Against 0	Abstain 1	Absent 3
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Cllr S Sanderson asked whether parking signage could be provided for the car parks at Dolphins Hall. It was suggested that this could be supported by a map and improved online presence. Members noted that this could potentially provide up to 20 additional parking spaces to support the High Street. The EO will email Dolphins Hall to ask whether this could be considered for inclusion on a map and on their website.

Cllr N Ind also highlighted the poor condition of the public pathway from Northfield Road to The Damsells. It was noted that, should the proposed free parking arrangement with Tesco be approved, this route would need to provide a safe and desirable walking route into the town. They further noted that the pathway requires trimming and clearance of overgrown bushes and debris.

**MINUTES OF THE HERITAGE, ENVIRONMENT & COMMUNITY
 held at Tetbury Library, Close Gardens, Tetbury, GL8 8DU on the
 13th April 2026**

HEC14. 04/26 To discuss and approve Tetbury UnHurried Project – Consideration for Council

Support: It was proposed by Cllr N Ind seconded by Cllr S Sanderson to approve Tetbury UnHurried Project:

Voting record	For 4	Against 0	Abstain 0	Absent 3
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HEC15. 04/26 To consider Correspondence:

Cotswold District Council – Cllrs would like to meet with the Economic Development Lead on the 11th of May to discuss the Cotswold Towns Initiative report. EO to organise meeting.

The Goods Shed – Christmas Plans for Tetbury: Councillors will invite members of The Goods Shed to attend the 1 June meeting to note Tetbury Town Council’s Christmas plans.

Westonbirt Community Access Scheme tickets: It was noted that, for the current year, the HEC Committee will contact the Tetbury Area Youth and Community Trust regarding the funding of these tickets.

Air Quality Annual Status Report for Cotswold District Council: Members discussed whether the report could highlight recent initiatives, including the new footpath at The Goods Shed, the installation of vehicle-activated signs, hedging development at The Goods Shed, and to also reference the work being undertaken by Greening Tetbury.

HEC16. 04/26 Items for inclusion on the June 2026 agenda:

Christmas

Please email EO before the 21st of May

HEC17. 03/26 To note the dates and time and date of the next Heritage, Environment and Community meeting 7pm Monday 1st June 2026 at Tetbury Library – Close Gardens – Tetbury:

Noted.

Chair.....

Date.....

Meeting ended 20.35

Tetbury Town Council

18 May 2026 (2026 - 2027)

Monthly breakdown of Receipts and Payments Cost Centre 4 (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
04 HEC															
Allotment S106	2,500.00														2,500.00
St Saviours Water	115.00														115.00
Vehicle Costs & Repair	3,520.00														3,520.00
Vehicle Tax/Insurance	1,100.00														1,100.00
Current Youth Services	29,600.00		29,600.00											29,600.00	
Holiday Youth Provisioi	2,500.00		2,500.00											2,500.00	
Organisation Grants	3,000.00														3,000.00
Emergency Fund	250.00														250.00
Equipment & Repairs	3,500.00	200.08	183.39											383.47	3,116.53
Fuel	2,000.00	87.48												87.48	1,912.52
Clothing	660.00	53.21												53.21	606.79
Open Spaces	6,050.00	330.68	170.32											501.00	5,549.00
Trees / Tree Work	13,000.00														13,000.00
Planting	1,900.00														1,900.00
Christmas	6,000.00														6,000.00
Playground Inspection	2,000.00														2,000.00
Projects	1,500.00														1,500.00
Awards	500.00														500.00
Town Centre	3,000.00														3,000.00
New Van Payments	8,300.00														8,300.00
Town Crier	650.00														650.00
New Bunting	1,500.00		567.45											567.45	932.55
Bunting Installation	1,000.00														1,000.00
4400		123.50												123.50	-123.50
	94,145.00	794.95	33,021.16												
														Total:	33,816.11
														Variance:	60,328.89

RECEIPTS

04 HEC

Allotment S106

St Saviours Water

Vehicle Costs & Repair

Vehicle Tax/Insurance

Current Youth Services

Holiday Youth Provision

Organisation Grants

Emergency Fund

Equipment & Repairs

Fuel

Clothing 13.09

Open Spaces

Trees / Tree Work

Planting

Christmas

Playground Inspection

Projects

Awards

Town Centre

New Van Payments

Town Crier

New Bunting

Bunting Installation

4400

13.09

13.09 13.09

Total: 13.09

Variance: 13.09

Ticket Sales Nat. Expre				
Ticket Sales Good She				
VIC Staff Costs				
VIC Repairs/IT				
Trading Income	6,000.00	369.74	369.74	-5,630.26
Stock				
Card Processing Costs				
4985				
	6,000.00	369.74		

Total: 369.74
Variance: -5,630.26

Police Museum Insurar
Police Museum Market
Police Museum Membe
Police Museum Collect
PM Training and Exper
Police Museum Educat
Police Museum Grant f
Bank Charges
Misc Expenses
Remedial Conservator
Shop
Honorarium

2,000.00

Total:

Variance: -2,000.00

Purpose of Report

To note the actions taken on previous decisions of the Committee.

Recommendation

That the Action Points be noted.

Ref	ACTION	WHO	STATUS
HR10. 01/24	Information Board Repair – The Goods Shed	EO	Contacted Information board supplier to update current boards. Seeking funding ongoing . Meeting with Good Shed to discuss collaborative working.
HE10. 01/25	Riverbed	All members	Installed on the 22 nd May
HWY13. 03/25	Recognition of Highstreet Business	EO	Ongoing.
HEC13. 10/25	Bath Bridge Historic Plaque	EO	Gloucestershire Highways approval as owners of the bridge.
HEC16. 02/26	Visitor Information Centre Working Group	Cllr S Sanderson Cllr Z Baker Cllr N Ind Cllr R Smith	Working group reviewing the future retail offer within the VIC to ensure it best meets visitor needs for 27/28 budget.
HEC17. 02/26	Car park Working Group	All	Letters sent to two organisations to request support with parking. Responses attached.
TC09. 11/25	Suffolk Close	All	Ongoing – plans to be redesigned to match funding received. Agenda item.

Hi Vicki

At present with the contractors that are there in St Mary's it would not be possible to use the car park. They are due to be there into the early part of 2027.

Once they have left the site, I would be happy to discuss the matter then if you haven't found anywhere else that is suitable.

Kind regards

Dear Vicki,

Thank you for getting in touch and for outlining the challenges currently faced within the town centre regarding parking availability. We appreciate the proactive approach you are taking to support both residents and local businesses.

After careful consideration, we are unable to offer the Tesco Tetbury car park for use by high street business staff. Due to existing operational demands, customer parking requirements, and site constraints, we are not in a position to extend parking access beyond our current arrangements.

We do understand the pressures on local parking and recognise the importance of supporting the wider community where we can. While we are unable to assist with this particular request, we remain committed to working positively with the Town Council on future initiatives where feasible.

Thank you again for reaching out, and we wish you every success as you continue to explore solutions.

Kind regards,



Over the past couple of months, Visit Tetbury has experienced a quieter trading period, reflecting broader national trends. Visitor numbers across the UK have seen a noticeable dip, largely attributed to unsettled and unpredictable weather conditions, which have impacted day trips and overall tourism footfall. Despite this, Tetbury continues to show resilience, with steady engagement and encouraging signs of growth in key areas.

One of the most positive developments during this period has been the introduction of new locally sourced products, particularly from the Cotswold Way. This addition has been very well received and strongly aligns with our commitment to supporting regional producers and showcasing the very best of what the Cotswolds has to offer. Expanding our range of local stock not only strengthens our identity as a hub for authentic, place-based experiences, but also helps to deepen relationships with local makers and suppliers. We are incredibly proud to support these businesses while offering visitors unique, high-quality items that reflect the character of the area.

While footfall has fluctuated, our digital presence has gone from strength to strength. Visit Tetbury's social media platforms are currently performing exceptionally well, with several recent posts achieving over 40,000 views. This level of engagement demonstrates a growing online audience and significantly increased visibility for Tetbury as a destination. We have seen stronger interaction rates, broader reach beyond our immediate area, and continued growth in followers, all of which provide an excellent platform to convert digital interest into future visits as conditions improve.

Investing in our team remains a key priority, and we are pleased to report continued progress in staff development. Both members of staff have successfully completed sustainability training, equipping them with the knowledge to actively promote environmentally responsible tourism and support our long-term sustainability goals. In addition, one member of staff is currently undertaking training in mental health awareness in the workplace, helping to foster a supportive and resilient working environment while ensuring a compassionate and informed approach to both colleagues and visitors.

Although recent months have been quieter, the work undertaken during this period has strengthened our foundations considerably. Through enhanced retail offerings, a growing and highly engaged digital presence, and continued staff development, Visit Tetbury is well positioned for the months ahead. As we move into the warmer season, we remain optimistic about increased visitor numbers and renewed activity, and we will continue to focus on promoting Tetbury as a vibrant, welcoming destination while supporting our local business community.

Victoria Bolwell

Visitor Information Supervisor

Committee and Date	Heritage, Environment and Community
Agenda Item	10
Subject	To discuss and approve a joint Tetbury Town Council and Cotswold District Council meeting to bring together High Street businesses, with the aim of exploring ways to improve and enhance the High Street
Accountable Members	All
Accountable Officer	EO
Summery/Purpose	<p>Following the Cotswold Towns Initiative report, it has highlighted the importance of stronger partnership working across market towns and raised questions regarding how organisations can work more effectively together.</p> <p>In Tetbury, there are several key stakeholders supporting the High Street, including Tetbury Town Council, Cotswold District Council, the Chamber of Commerce, and High Street businesses. At present, there is no single forum that brings these groups together to align priorities and develop a coordinated approach.</p> <p>The purpose of this report is to seek approval to organise a joint meeting between Tetbury Town Council and Cotswold District Council, inviting High Street businesses and the Chamber of Commerce.</p> <p>This meeting would aim to explore opportunities to improve and enhance the High Street, establish how collaboration can work effectively in practice, and consider forming a working group to support ongoing partnership working.</p>
Recommendations	To approve the organisation of a joint meeting between Tetbury Town Council, Cotswold District Council, the Chamber of Commerce, and High Street businesses, and to support the exploration of establishing a collaborative working group.
Financial Implications	None
Legal Legislation	None identified
Climate impact	Improving the sustainability and vitality of the High Street may support local shopping and reduce the need to travel further afield.
Report written by	EO

HEC 1 June 2026
Tetbury Police Museum and Courtroom Report

OUTREACH AND EDUCATION

Bank Holidays/Half-term

The museum was staffed by volunteers on May Bank Holiday including Saturday, with the weather bringing in lots of visitors.

Mini Crime Lab

On 30 May the museum held a mini Crime Lab day showcasing a selection of events for visitors. About 30 visitors attended and enjoyed trying out fingerprinting, chromatography, etc. A Gloucestershire PCSO stopped by as part of Police community outreach to chat with visitors.

Community Evening

On 12 May volunteers hosted a stand and talked with visitors at the Cotswold Community Showcase at Sir William Romney's School.

Work Experience

Our Cirencester work experience student completed their assignment with us, and we hope he'll return as an occasional volunteer.

St Marys School Visit

On 10 June St Mary's Primary School will be visiting the museum, and will later be making use of our school resource boxes.

A Study in Scarlet

On 12 June Don't Go Into the Cellar will present a 1 person play on Sherlock Holmes in the Victorian Courtroom. Tickets are available at tetburypolicemuseum.eventbrite.com.

Nailsworth School Visit

On 19 June Nailsworth Primary School will be visiting the museum.

Friends of Chippenham Museum Visit

On 3 July the Friends of Chippenham Museum have arranged to tour the museum.

Royal Society Crime Lab

On 4 July volunteers will attend the Royal Society's Summer exhibition in London to present a selection of the Crime Lab activities that they sponsored last year. Expenses will be covered by the Royal Society.

Library Summer Reading Challenge

In August the museum will be supporting the Library's reading challenges.

GRANTS

SWMD Arts Council Small Open Grant

The museum has received a grant of £4000 from South West Museum Development and Arts Council to support strengthening its volunteer programme.

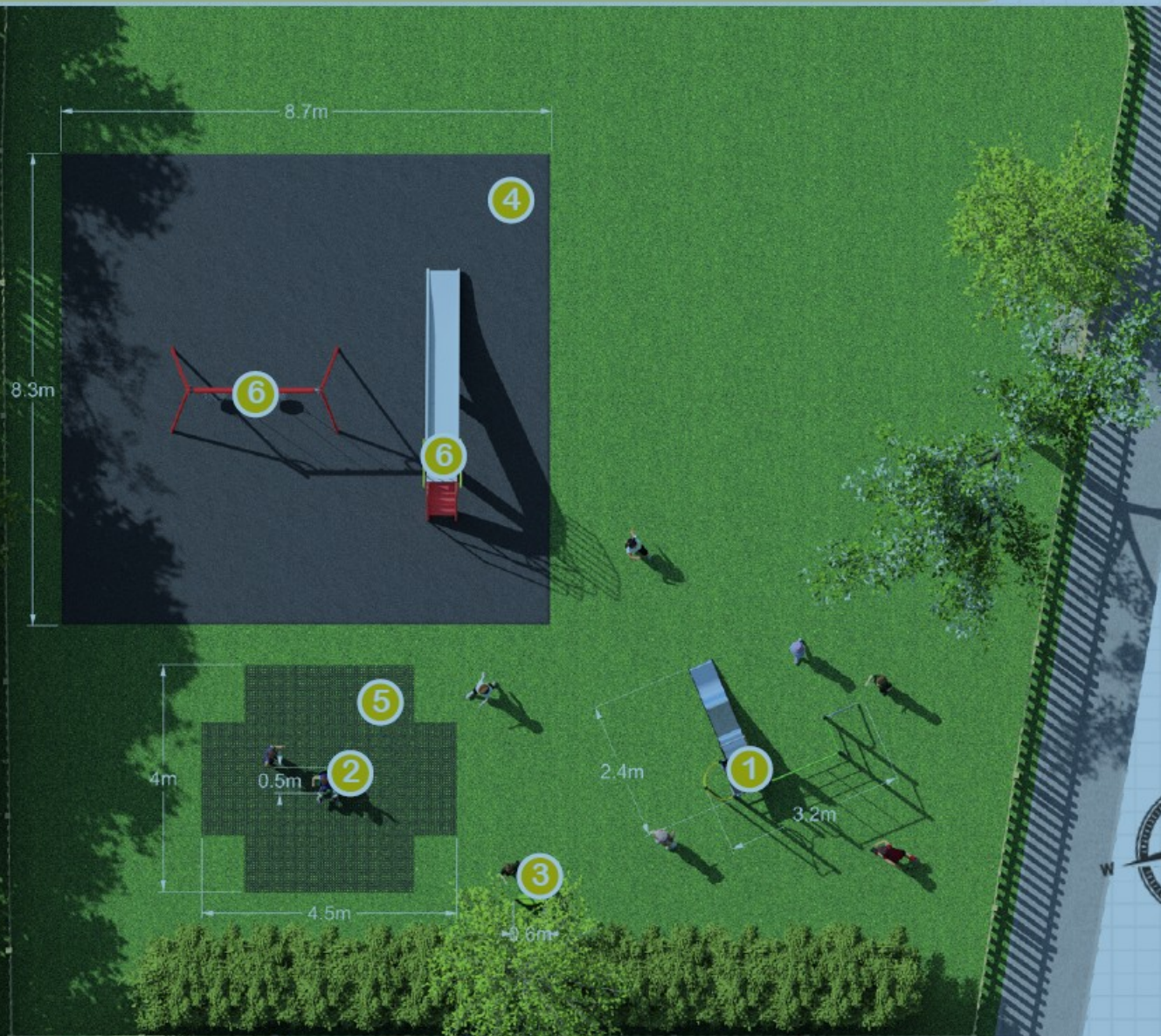
VISITORS

The museum had a fantastic Bank holiday weekend with around 60 visitors a day. Volunteers guided visitors throughout the weekend. And the half-terms with volunteers were also very busy, with about 40 a day.

Committee and Date	Heritage, Environment and Community
Agenda Item	12
Subject	To note the amended Suffolk Close Play Park design
Accountable Members	All
Accountable Officer	EO
Summary/Purpose	<p>Note the amended design for Suffolk Close Play Park. Due to the fundraising target not being fully met, the original plans have been reviewed and adjusted to align with the available budget.</p> <p>The revised design retains the original equipment but focuses on replacing the matting and enhancing play value, particularly for early years provision.</p> <p>As part of the revised scheme, three additional items with high play value will be included to ensure the play area continues to offer engaging and inclusive opportunities for children.</p> <p>The amendments ensure the project remains deliverable while still providing an improved and sustainable play space for the community.</p>
Recommendations	To note the amended Suffolk Close Play Park design.
Financial Implications	£106- Grant Funding
Legal Legislation	None identified
Climate impact	None identified
Report written by	EO

YOUR AREA PLAN

Proposed Cheviot Place Play Area Transformation



- 1 8105597 - UNIMINI CALLISTO
- 2 8048609 - SOLO SPINNER
- 3 8061927 - SHOP PANEL
- 4 SUR101 - 60MM DEPTH BLACK WETPOUR
- 5 SUR105 - GRASS MATS SAFETY SURFACING
- 6 EXISTING EQUIPMENT TO REMAIN



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Monthly Playground Inspection Checklists

Tetbury Town Council - Play Parks: Suffolk Close, Webb, and Goods Shed

Suffolk Close – Monthly Inspection Checklist

Date May 26	Inspection Item	Condition	Comments
21/05/26	Play equipment condition	Good	Shackles replaced
	Safety surfacing	Good	
	Signage visibility and condition	As new	
	Litter and debris removal	None	
	General safety (trip hazards, sharp edges)	None	
	Fencing and gates	Ok	Fence repaired – removed barriers. Latch on gate to be replaced
	Benches and seating	Fair condition	
	Drainage and water pooling	Ok	

Signatures:

Councillor: ____ R Smith _____

Grounds Team: ____ CW _____

Webb Road- Monthly Inspection Checklist

Date May 26	Inspection Item	Condition	Comments
21/05/26	Play equipment condition	OK	
	Safety surfacing	OK	
	Signage visibility and condition	As new	
	Litter and debris removal	Litter and debris removed	
	General safety (trip hazards, sharp edges)	None	
	Fencing and gates	Good	Fence posts replaced
	Benches and seating	Good	Treat in Spring
	Drainage and water pooling	Good	

Signatures:

Councillor: ____ R Smith _____

Grounds Team: ____ CW _____

**Report to a Meeting of
Tetbury Town Council's Heritage and Regeneration Committee
to be held at 7pm on Monday 1st June 2026**

Town Crier Honorarium

Purpose of Report

To approve the Town Criers honorarium

Recommendation

- a) That the Committee approves the Town Criers honorarium of £650 to be paid from the Committees Projects budget for 2026- 2027.**
- b) That the Committee approves the Town Criers honorarium as an on-going annual payment.**

Background

The Town Crier attends many town events to which he is invited and is committed to supporting Tetbury Town Council's annual programme of events, including the Tetbury Christmas Switch-On and Remembrance Day commemorations. He is also available for additional ad hoc events and announcements throughout the year. Tetbury now has its own sole Town Crier, and the position is no longer shared with neighbouring towns. The current Town Crier is newly appointed and had not previously held the role; however, he was introduced to the position by Tetbury's former Town Crier and received a full handover to ensure continuity and uphold the town's traditions.

The Town Crier has established his own dedicated email address and will manage all future bookings and agreements directly through this channel. Due to increased travel and associated costs, Tetbury Town Council increased the honorarium in 2024 to ensure expenses incurred in carrying out the role are appropriately covered.



Warwick Competition April 2018

Financial Implications

£650.00

Legal Implications

None arising from this report.

Victoria Bolwell
Executive Officer

Council Report: Proposal to Establish a Christmas Working Group for the 2026 Christmas Switch-On Event

Purpose of the Report

This report seeks Council approval for the formation of a **Christmas Working Group** to assist in the planning, coordination, and delivery of the 2026 Christmas Switch-On event, Christmas Tree Festival and other annual events. The group will bring together councillors, community representatives, local businesses, and volunteers to ensure the event is inclusive, festive, and reflective of community spirit.

Background

The annual Christmas Switch-On, Christmas Tree Festival, Christmas Business Window Comp and Christmas Day dinners events are a key highlight in the town's calendar. In recent years, the event has grown in popularity and complexity, requiring more structured planning and broader community input.

Feedback from previous years has indicated a desire for:

- Greater community involvement in decision-making
- More diverse entertainment and activities
- Improved coordination and communication
- Enhanced decorations and lighting displays

To address these points and ensure a successful 2026 event, it is proposed that a dedicated working group be established.

Objectives of the Christmas Working Group

The Christmas Working Group will:

- Collaborate on the theme, schedule, and layout of the events
- Coordinate with local performers, schools, and community groups
- Support fundraising and sponsorship efforts
- Advise on decorations, lighting, and festive installations
- Promote the event through local networks and social media
- Ensure accessibility and inclusivity for all attendees

Heritage, Environment and Community

1st June 2026

Agenda item 11. To discuss and approve Christmas Working Group

Proposed Structure

The group will be chaired by a nominated councillor and include:

- 2–3 councillors and Executive Officer
- 2 representatives from local businesses
- 2–3 community volunteers – the successful Tetbury Volunteer Hub
- 1 representative from the local school or youth group

Meetings will be held monthly from June to November, with additional meetings as needed closer to the event.

Community Engagement

To ensure the event reflects the wishes of the community, we propose a public call for ideas and volunteers. Residents will be asked:

- **What would you like to see at this year's Christmas Switch-On?**
- **Would you like to be involved in the planning and organising?**

Suggestions may include:

- Live music or choir performances
- A Christmas market with local vendors
- Santa's grotto and children's activities
- Light projections or themed displays
- Food and drink stalls
- A countdown and Market Lights on

Feedback will be collected via the council website, social media, and local noticeboards.

Budget and Resources

The working group will operate within the existing events budget, with. Council officers will provide administrative support and liaise with contractors and suppliers.

Recommendations

It is recommended that the Council

1. Agree a date a date and contact Feoffees to discuss.
2. Approves the formation of a Christmas Working Group for the 2026 Christmas Switch-On event.
3. Consider support from Event management
4. Follows Martins Law, which received Royal Assent in April 2026 – Appendix 1.
5. Apply for Event Licence
6. Apply for Road Closure **ACTIONED EO**
7. Book professional security **ACTIONED EO**
8. Book sound and lighting
9. Risk assessment
10. Appoints a chair and invites expressions of interest from community members and local businesses.
11. Launches a public engagement campaign to gather ideas and recruit volunteers.
12. Reviews progress and provide an oversight through regular updates to the Events Committee.

Conclusion

The Christmas in Tetbury is cherished traditions that brings joy and unity to our town. By establishing a dedicated working group, we can ensure the event is well-organised, community-led, and truly magical for all who attend.

Appendix 1.

It's important for councils to follow Martyn's Law—officially the Terrorism (Protection of Premises) Act 2025—because it plays a vital role in enhancing public safety and preparedness in the face of potential terrorist threats. Here's why it matters:

1. Protecting Public Spaces

Councils often manage venues like town halls, community centres, parks, and markets—places where people gather. Martyn's Law requires these spaces to assess and mitigate security risks, helping to prevent or respond effectively to attacks.

2. Legal Compliance

The law, which received Royal Assent in April 2025, introduces legal duties for venues and events based on their capacity:

Standard Tier (200–799 people): Requires basic security measures and staff training.

Enhanced Tier (800+ people): Requires detailed risk assessments, security planning, and coordination with authorities.

3. Community Reassurance

By following Martyn's Law, councils demonstrate a commitment to public safety, which can reassure residents and visitors that their wellbeing is a priority.

4. Preparedness Saves Lives

Even in smaller towns and villages, being prepared for emergencies can make a significant difference. The law encourages proactive planning, which can reduce harm and save lives in the event of an incident.

5. Moral Responsibility

Martyn's Law is named in memory of Martyn Hett, a victim of the 2017 Manchester Arena attack. It reflects a broader societal commitment to learning from past tragedies and ensuring they are not repeated.

Heritage, Environment and Community

1st June 2026

Agenda Item 12

Committee	Heritage, Environment and Community Committee
Agenda Item	12
Subject	To approve allotment fees for 2026/27
Accountable Members	All
Accountable Officer	EO
Summery/Purpose	<p>The primary purpose of our allotments is multifaceted. These green spaces are allocated to individuals or groups within our community to cultivate plants, vegetables, and flowers for personal consumption, leisure, and education. Beyond being spaces for horticultural activities, they serve as hubs for fostering a vibrant sense of community spirit, promoting healthy living, and facilitating environmental stewardship.</p> <p>Current State: Having all 18 allotments occupied with a substantial waiting list of 98 individuals demonstrates a high demand for these community spaces within Tetbury.</p> <p>We currently charge £55 for a large plot (11 = £605) and £45 for a small plot (7 = £315). The only outlay to the council currently is the water supply that is approximately £15 per month</p> <p>propose to keep the allotment rates at their current level to maintain affordability and stability for all members.</p>
Recommendations	To keep the allotment rates at their current level to maintain affordability and stability for all members.
Financial Implications	Monthly Water charge approximately £15.00 per month.
Report written by	EO

Council Budget Discussion 2027/28


Budget Item	Current Amount (£)	Consideration
Christmas	6000	Due to new legislation extra provision is needed
Town Crier	650	
New Bunting	1500	Replacement bunting has been purchased, following four years of use from the previous set.
Bunting Installation	1000	
Tree Budget	10000	Considering current expenditure this needs to be monitored closely
Equipment and Repairs	3500	Head Groundman
Fuel	2000	a/b
Clothing	660	Head Groundman
Open Spaces	6050	
Playground Expenses	2000	
Projects	1500	
St Saviours Water	115	
Youth Services	29600	Discuss with TAYTC
Emergency Fund	600	
Holiday Provision	2500	
Inspo Awards 2026/27	500	Next awards will be 2029
Planting (TIB)	1900	Needs to contact Tetbury in Bloom to discuss requirements
Town Centre	3000	S106
Grants	3000	

Summary

Total Budget Amount: £78575

This document sets out the proposed budget considerations for 2026/27. The council is asked to review and discuss allocations for items such as Christmas, the Town Crier, bunting installation, and other key services and projects, to ensure the budget meets community needs effectively.

Committee and Date	Heritage, Environment and Community 1 st June 2026
Agenda Item	To consider and approve the siting of Talking Helps benches at Railands
Subject	18
Accountable Members	All
Accountable Officer	EO
Summery/Purpose	<p>To consider proposed locations for the installation of talking helps benches at Railands.</p> <p>These benches are intended to support mental health by providing a visible, accessible space that encourages individuals to pause, reflect, and seek support if needed.</p> <p>The provision of these benches will enhance the amenity of the space while also contributing to wider wellbeing initiatives within the community.</p> <p>Members are asked to review the proposed siting to ensure it is appropriate and sensitive to the surrounding environment.</p>
Recommendations	To approve the proposed siting of benches at Railands.
Financial Implications	None
Legal Legislation	The Council must ensure installations comply with relevant health and safety requirements and that appropriate permissions are in place.
Climate impact	Minimal impact. The benches support the use of outdoor green space and promote wellbeing.
Report written by	EO



**Talking Helps
A place to sit.
A place to talk.**

This proposal is about creating simple, welcoming benches near the Goods Shed in Tetbury – places where conversation can begin, people feel less alone, and talking really can help.



Talking Helps – Why Talking Helps

Many people struggle quietly with their mental health. Friendly, everyday spaces make it easier to pause, sit, and have a chat – helping reduce isolation and stigma.

Talking Helps – Why the Goods Shed



The Goods Shed is already a place for creativity, movement and connection.

Adding Talking Helps benches builds naturally on this, offering moments of rest, reflection and conversation.



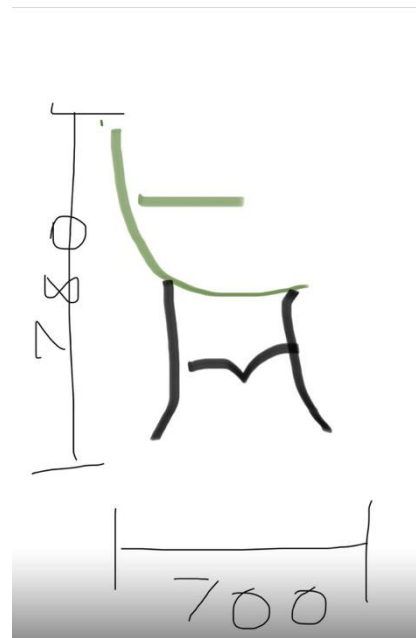


Talking Helps – What the Benches Offer

- A gentle invitation to talk
- A visible reminder that support is close
- Encouragement to ask: ‘Are you okay?’
- Small moments of connection can make a big difference.

Talking Helps – Site & Design (near the Goods Shed)

- The Goods Shed sits at the crossroads of two powerful contributors to mental health: creativity and movement. As an arts centre on a popular walking and exercise route, it naturally encourages both.
- Placing benches here would add a welcoming spot to rest, reflect, and enjoy the wellbeing benefits these activities can bring.
- Design note: two benches are planned. The drawing shows a single bench end with key dimensions marked; the overall footprint will be double what's illustrated. Cast-iron bench ends have been chosen to reflect and reinforce the site's railway heritage.



Proposed siting of benches

One bench here where there could be privacy for anyone wishing to talk to another. This site could be further improved with a pergola and plants



One bench here adjacent to Tetbury trail. Highly visible from the trail and the Goods shed



Talking Helps- Theo Humphries

One bench will remember Theo Humphries, Church Street Barber, a well known and popular Tetbury resident and businessman, who walked his dog Frank, every day along the Tetbury trail – whose loss inspired us into wanting to create a quiet place of reflection, remembrance and compassion for anyone affected by suicide or loss.



Talking Helps – Community Led Next Steps

Talking Helps wants to work with the community and local mental health organisations, to promote the benches and raise awareness that even small conversations can offer hope and change lives, including those in crisis.



King's Tree Services Ltd

Monday 1st June 2026

Tetbury Town Council

As requested, quotation for tree work required at Linfoot Road, Tetbury, GL88BX;

- To carry out a complete crown reduction of one large Raywood Ash tree, crown reduction of approx. 30-40%, to establish a more balanced canopy as this tree is leaning towards 10 Linfoot Road, and also being struck by high sided vehicles,
- All arisings to be chipped and removed from site.

TOTAL £682 + VAT

KTS have checked that there is no **Tree Preservation Order** on the tree and the property is not within the conservation area.

All works are carried out to BS3998 standard, and covered by £10,000,000 limit of indemnity.

I do hope this quote is to your satisfaction, however if there is anything you would like to discuss, please do not hesitate to contact me.

Best regards Ben.

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King's Tree Services LTD is registered in England & Wales, company number: 8875831
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