

MINUTES OF THE HERITAGE, ENVIRONMENT & COMMUNITY held at Tetbury Library, Close Gardens, Tetbury. 5th July 2026

Present:

Town Councillors: Zowie Baker, Nikki Ind, Rodney Smith and ex-officio Cllr Ian Watson

Officers: V Bolwell (EO)

Public: None

HEC01. 07/26 To receive and accept any apologies for absence:

Cllr A Thilthorpe – Family commitment

Cllr S Sanderson – Medical

HEC02. 07/26 Public Consultation: None.

HEC03. 07/26 Declarations of Interest: None.

HEC04. 07/25 To approve the Minutes of the Heritage and Environment meeting held on Monday 1st June 2026: It was proposed by Cllr R Smith seconded by Cllr N Ind to approve the minutes of the Heritage and Environment committee meeting held on Monday 1st June 2026.

Voting record	For 3	Against 0	Abstain 0	Absent 2
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HEC05. 07/26 To note Budget, spend to date and forecast spend: Noted.

HEC06. 07/26 To note Heritage and Environment Action Plan from previous meeting: Noted.

HEC08. 07/26 To note Visitor Information Centre report:

Noted.

HEC09. 07/26 To receive the Police Museum report: No report received.

HEC10. 07/26 To discuss and approve Police Museum Policy: Following amendments to the job title of Volunteer Curator, it was proposed by Cllr Z Baker and seconded by Cllr N Ind that the Police Museum Policy be approved.

Voting record	For 3	Against 0	Abstain 0	Absent 2
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HEC11. 07/26 To note Grounds Team monthly Play Park Inspection: Noted.

Cllr N Ind requested that the Trim Trail at the Goods Shed should be added to the inspection.

Cllr R Smith also noted that they will be reusing the old tiles from Suffolk Park for the areas that have pooling water as a substitute for gravel.

The 10 slats at Suffolk close have now been fitted by Cllr R Smith.

HEC12. 07/25 To discuss and approve Christmas Events 2026:

It was proposed by Cllr Z Baker seconded by Cllr R Smith to approve Keystone support on the 4th of December 2026 for the Christmas Switch On Event and Christmas Working Group.

Voting record	For 3	Against 0	Abstain 0	Absent 2
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Cllrs to sit on working Group:

Cllr Z Baker
Cllr N Ind
Cllr R Smith

Officers:

R Baker
V Bolwell

Cllr N Ind suggested inviting Tetbury Christmas Lights Committee.

EO to email the Feoffees to be included in planning.

HEC13. 07/26 To discuss budget requirements 27/28:

The Committee noted the increase in the tree budget to accommodate the three-yearly tree surveys. Cllr R Smith also requested that fuel costs be reviewed. The Executive Officer will raise this matter with the Grounds Foreman.

HEC14. 07/26 To consider Correspondence:

Goods Shed – The date for the Christmas Networking Event has been confirmed as 22 July, from 5:00 pm to 7:00 pm at The Goods Shed. The Executive Officer requested support from councillors in distributing invitations to local businesses in person to help maximise attendance and engagement.

HEC15. 07/26 To receive members Reports:

Cllr R Smith – member of public is concerned that you must be a charity to be able to book the Dolphins Hall.

Cllr N Ind – sent information to Dolphins Hall regarding the Community Energy Project. At next Full Council Cllr Ind will be putting forward a motion to help assist with promoting the car park at the Dolphins Hall.

Cllr Z Baker – Following the removal of the containers from St Mary's Road Car Park, the Committee requested that the potential to make use of the area for additional parking provision be explored.

HEC16. 07/25 Items for inclusion on the 7th of September Agenda:

Police Museum Report

HEC17. 07/26 To note the dates and time and date of the next Heritage, Environment and Community meeting 7pm Monday 7th September at Tetbury Library – Close Gardens – Tetbury:
Noted.

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HEC18. 07/26 CLOSED SESSION – Resolution to exclude the public and press:

It was proposed by Cllr N Ind, seconded Cllr R Smith 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.

HEC19. 07/26 Staffing Matters

Members discussed the item and, due to minimal supporting documents, requested that it be deferred and brought back to the next HEC meeting in September.

Chair.....

Date.....Meeting.

Meeting Closed 2010