

MINUTES OF THE FULL COUNCIL MEETING
held at Tetbury Library, Close Gardens, Tetbury
7pm Monday 20th July 2026

Present:

Town Councillors: Ian Watson (Mayor) Zowie Baker (Deputy Mayor), Mark Baker, Liz Farnham, Nikki Ind, Suzanne Sanderson, Kevin Painter, Rodney Smith, Adam Thilthorpe, Judith Taylor and Dave Alexander

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

Public: Two – District Cllr Laura Hall-Wilson

Prior to the meeting, the Mayor distributed hard copies of the Nolan Principles as a gentle reminder for existing members and an introduction for newly elected councillors.

TC01. 07/26 To receive and accept any apologies for absence:

Patrica Burrell - apologies received – family

Steve Scott - apologies received – personal

TC02. 07/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests: None.

TC03. 07/26 Public Consultation:

A member of the public welcomed the Mayor's explanation of the meeting format.

A member of the public raised a question regarding parking and suggested that the forthcoming Christmas Networking Meeting would provide an ideal opportunity to convene a similarly themed Car Park Working Group meeting.

TC04. 07/26 To approve the meeting held on the 15th June 2026:

After amendments it was proposed by Councillor Z Baker seconded by Councillor J Taylor to approve the meeting minutes held on the 15th of June 2026

Voting record	For 8	Against 0	Abstain 3	Absent 2
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TC05. 07/26 To note actions points:

Remove actions

The CEO noted the burial item and reported that investigations are underway regarding the future closure of St Saviour's burial ground when capacity is reached.

TC06. 07/26 To note quarter one budget:

Cllr N. Ind noted that subscription costs appeared to be high and also highlighted that expenditure on Police Museum marketing was currently over budget.

Cllr L Farnham also raised the subscription costs, please could we have a covering report to explain the increase.

TC07. 07/26 To discuss and approve Town Survey Questions:

Cllr K Painter suggested developing some broad ideas before the survey is issued. Members agreed that the purpose of the survey is to identify what residents want, rather than to predetermine the answers.

The CEO requested questions be sent for next Full Council.

TC08. 07/26 8. To discuss and approve Car Parking Proposal:

Cllr N Ind noted that car parking had been under discussion by the Heritage, Environment and Community Committee for some time. The Committee had written to local landowners to explore potential options for the town. To progress the matter, Cllr Ind requested a motion.

It was proposed by Cllr K Painter and seconded by Cllr J Taylor that Tetbury Town Council approach the Dolphins Recreation Centre Trustees to explore opportunities to promote parking at the Dolphins Recreation Centre site on Hampton Street. This would include investigating the purchase and installation of appropriate signage.

Voting record	For 10	Against 1	Abstain 0	Absent 2
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TC09. 07/26 To approve Biodiversity Policy as recommended by the Finance & Scrutiny

Committee: It was proposed by Cllr I Watson seconded by Cllr L Farnham to approve the Biodiversity Policy as recommended by the Finance and Scrutiny Committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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Members agreed that three quotations should be sought for the provision of mapping services.

It was noted that Cllr J Taylor would continue working on the document.

TC10. 07/26 To approve Complaints Policy as recommended by the Finance & Scrutiny Committee:

It was proposed by Cllr N Ind seconded by Cllr Z Baker to approve Complaints Policy as recommended by the Finance & Scrutiny Committee.

Voting record	For 11	Against 0	Abstain	Absent 2
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TC11. 07/26 To approve Community Infrastructure Levy Policy as recommended by the Finance & Scrutiny Committee:

It was proposed by Cllr L Farnham seconded by Cllr N Ind to approve the Community Infrastructure Policy annually.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC12. 07/26 To note the Police Museum Volunteer Policy following approval at the Heritage, Environment and Community Committee:

Cllr L Farnham noted that the agenda did not accurately reflect the policy being presented for approval. The policy included within the supporting papers was a Police Museum Policy, rather than the Police Museum Volunteer Policy referenced on the agenda.

Members noted that the policy had already been approved by the Heritage, Environment and Community Committee.

It was further noted that the policy would be reviewed in six months' time, with support from Cllr J Taylor.

TC13. 07/26 To approve the use of Tetbury Town Council land for a Junior Park run on Sunday

mornings: It was proposed by Cllr M Baker and seconded by Cllr L Farnham that Tetbury Town Council permit the use of Town Council land for a Junior Parkrun event on Sundays, with no financial support to be provided by Tetbury Town Council.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC14. 07/26: To approve Councillor D Alexander becoming a member of the Finance & Scrutiny

Committee: It was proposed by Cllr I Watson seconded by Cllr Z Baker to approve Cllr D Alexander becoming a Finance and Scrutiny Committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC15. 07/26 To discuss business plan:

Cllr J Taylor provided an overview of the Business Plan and highlighted that actions and associated items should be reflected within the relevant committee agendas.

Members thanked Cllr J Taylor for the considerable work undertaken in developing the Business Plan.

TC16. 07/26 To note Mayors and CEO reports: Noted.

TC17. 07/26 To note draft minutes of Heritage, Environment and Community Committee dated Monday 6th July 2026: Noted.

TC18. 07/26 To note draft minutes of Finance & Scrutiny Committee dated Monday 13th July 2026: Noted.

TC19. 07/26 To note draft minutes of Planning Committee dated Monday 27th April 2026: Noted.

It was proposed by Cllr N Ind seconded by Cllr Z Baker to suspend standing orders to discuss Planning Committee:

Voting record	For 11	Against 0	Abstain 0	Absent 2
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It was proposed by Cllr N Ind seconded by Cllr J Taylor to approve Cllr R smith becoming a member of the planning committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC20 07/26 To note working group minutes: None received.

TC21. 07/26 To note County Councillor Report: Noted.

TC22 07/26 To note District Councillors Reports: Noted.

TC23. 07/26 To consider Correspondence Received to date:

Good Shed – Availability for meetings – Members would like to request that Full council meetings are convened there from May 2027.

Good Shed – Tree Ivy - Members were advised that the Council's tree surgeon had been contacted to determine whether the work could be undertaken by Tetbury Town Council's Groundsmen or whether specialist arboriculture services would be required.

Tetbury Music Festival – Bunting installed Church Street/Long Street– to discuss members suspended standing orders.

It was proposed by Cllr N Ind seconded by Cllr J Taylor to suspend standing orders.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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It was proposed by Cllr S Sanderson seconded by Cllr N Ind to approve Tetbury Music Festival bunting at no cost to TTC.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC24. 07/26 To receive members reports:

Cllr N Ind – advised that a meeting had been arranged with Matt Partridge to discuss opportunities for reducing Tetbury Town Council's electricity costs. Cllr N Ind had also contacted the Dolphins Recreation Centre and The Goods Shed to explore and follow up on potential energy-saving measures.

Resident would like information of Zwingenberg Twining Society – Cllr Ind would like a list to be available at the Town Council.

Following recent discussions regarding the process for electing the Mayor, Cllr N Ind requested that members consider establishing a formal procedure for future mayoral elections.

Cllr L Farnham – West Street and Cutwell rubbish was not collected this week. This is the fourth time this year. Could we find out what the issue is?

Cllr I Watson – Member of public has raised an issue regarding the constant traffic disruptions in Tetbury. Cllr I Watson thank the MOP for the work that he has undertaken.

Cllr J Taylor – In light of the Planning Committee being inquorate, are members required to sit on more than one committee. Can Standing Orders be reviewed to clarify whether a councillor must serve on more than one committee and whether any restrictions apply.

Cllr K Painter – Recently Sir William Romney won a debate competition could the town council write to congratulate them?

TC25. 07/26 Items for next meeting:

LGR
Budget
Business Plan
Town Survey

TC26. 07/26 Date of next meeting – Monday 21st September, 7pm, Tetbury Library, Close Gardens:
Noted.

Meeting ended 2005

TC27. 07/26 Closed Session – Exclusion of Public and Press: To consider the exclusion of public and press in accordance with the Public Bodies (Admission to meetings) Act 1960 due to the confidential nature of the business to be transacted:

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.

TC28. 07/26 To discuss solicitors' costs and associated legal advice as recommended by the Finance & Scrutiny Committee:

Due to the costs involved, the Council resolved not to take this any further until the Goods Shed have received confirmation that they have been successful in obtaining grant funding for the extension of the café. It was noted that we need to obtain whether the Town Council or the Goods Shed need to pay for the lease to be looked at and amended.

TC29. 07/26 29. Staffing Matters:

Due to ongoing concerns regarding the day-to-day running of the museum and not involving the RFO and Chair and Vice Chair of the Heritage, Environment and Community Committee in a recent grant application it was resolved that the Mayor and CEO hold a meeting with the Management of the Police Museum.

Meeting ended 2120

Chair Dated