

**MINUTES OF THE FULL COUNCIL MEETING
 held at Tetbury Library, Close Gardens, Tetbury
 7pm Monday 21st September 2026**

Present:

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

Officers: V Bolwell (EO (Executive Officer)

Public: Six

TC01. 09/26 To receive and accept any apologies for absence:

Steve Scott - apologies received – personal.

Mark Baker - apologies received – personal.

TC02. 09/26 To receive declarations of interest in connection with agenda items as shown and not already stated on Register of Interests: None.

TC03. 09/26 Public Consultation: None.

TC04. 09/26 To approve the meeting held on the 20th of July 2026:

After amendments, it was proposed by Councillor N Ind seconded by Councillor J Taylor to approve the meeting minutes held on the 20th of July 2026.

Voting record	For 10	Against 0	Abstain 1	Absent 2
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As a representative of the organisation was present to address Members in relation to agenda item 13, Cllr Ian Watson proposed that Standing Orders be suspended to allow the matter to be brought forward. Cllr Zowie Baker seconded the proposal.

TC13. 09/26 To review the Tetbury Area Youth and Community Hub Community Infrastructure Levy (CIL) application and make a recommendation to the Finance and Scrutiny Committee regarding support for the application: A representative from TAYCT provided Members with an overview of the organisation's vision and proposals for the development of the Community Hub.

It was proposed by Cllr I Watson seconded by Cllr N Ind that Tetbury Town Council support the Vision for the Tetbury Area Youth and Community Hub.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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It was proposed by Cllr L Farnham and seconded by Cllr N Ind that the Finance and Scrutiny Committee be recommended to consider and review the TAYTC CIL application, notwithstanding that it was submitted outside the application window.

Voting record	For 9	Against 0	Abstain 2	Absent 2
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TC05. 09/26 To note actions points:

Cllr L Farnham requested that items be captured on the Actions Log more frequently, to ensure that Council is kept informed of outstanding follow-up actions, such as the car park signage at Dolphins Hall.

Cllr J Taylor also noted that the requested Business Plan reference numbers are still not included on the relevant reports. Cllr Taylor requested that this be implemented going forward.

TC06. 09/26 To approve Councillor K Painter becoming a member of the Planning Committee:

Cllr N Ind made a counterproposal that the Planning Committee meetings be merged with Full Council meetings. Cllr Ind felt that all Councillors should be kept informed of planning applications within Tetbury this was seconded by Cllr D Alexander. Cllr J Taylor highlighted the amount of work preparing for a planning application took usually between 2-3 hours work.

Voting record	For 2	Against 7	Abstain 2	Absent 2
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It was proposed by Cllr L Farnham seconded by Cllr Z Baker to approve Councillor K Painter becoming a member of the Planning Committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC07. 09/26 To allocate two Councillors to sign off October payments:

Cllr P Burrell and Cllr S Sanderson agreed to sign off October's payments.

TC08. 09/26 To allocate two Councillors to carry out quarterly financial review:

Cllr N Ind and Cllr P Burrell agreed to carry out the quarterly financial review.

TC09. 09/26 To approve Dignity at Work Policy as recommended by Finance & Scrutiny

Committee: It was proposed by Cllr I Watson seconded by Cllr L Farnham to approve Dignity at Work Policy as recommended by Finance & Scrutiny Committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC10. 09/26 To approve Service Level Agreement between Tetbury Town Council and The Rail Lands Regeneration Trust: It was proposed by Cllr Z Baker and seconded by Cllr L Farnham that the Service Level Agreement between Tetbury Town Council and The Rail Lands Regeneration Trust be approved, subject to the SLA containing the agreed map showing the relevant buildings.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC11. 09/26 To approve Data Protection Complaints Policy as recommended by Finance & Scrutiny

Committee: It was proposed by Cllr I Watson seconded by Cllr Z Baker to approve Data Protection Complaints Policy as recommended by Finance & Scrutiny Committee.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC12. 09/26 To discuss and approve Town Survey:

Cllr Ind requested that the numbering within the survey format be reviewed and corrected. Cllr Ind also suggested that the survey questions be reviewed to ensure they accurately reflect the matters Council wishes to consult residents on.

Cllr Ind queried whether questions relating to potholes were appropriate, given that this is a matter for Gloucestershire Highways. It was also suggested that the survey include questions regarding the Visitor Information Centre (VIC), including what residents would like to see provided by the VIC. Cllr Ind further suggested including a question asking whether respondents had ever visited the museum.

Members agreed that the survey should include a preamble and considered whether a web form would be a suitable method of collecting responses. Cllr N Ind also noted that the consultation should not exclude residents who are unable or unwilling to complete a digital survey. Members also discussed whether local businesses should be given an opportunity to participate.

It was proposed by Cllr N Ind and seconded by Cllr L Farnham that the survey be updated to include a preamble from the Mayor and brought back to the next meeting for consideration.

Voting record	For 11	Against 0	Abstain 0	Absent 2
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TC14. 09/26: To note Fire Risk Assessment:

Cllr L Farnham requested that evidence of the work undertaken to complete the Fire Risk Assessment be provided.

TC15. 09/26 To note Mayors and CEO reports:

Cllr L Farnham did not receive the Mayors report.

Cllr L Farnham raised concerns regarding the item within the CEO's report relating to the proposed reduction in the width of the footpath at St Saviour's, which would enable an additional seventeen burial plots to be created.

Cllr L Farnham questioned whether relatives of those buried near the affected area should be contacted and informed of the proposal. Concerns were also raised that reducing the width of the footpath could result in pedestrians and/or mobility equipment encroaching onto graves when using the path.

Cllr P Burrell expressed concern that the proposed reduction in the footpath width may not comply with relevant legislation or required standards for footpath widths. It was not known if this was a Public Right Of Way (PROW).

Cllr L Farnham requested that it be formally noted that their concerns had been raised regarding the project and suggested that the matter be referred to the Heritage Environment and Community Committee or brought back to the next Full Council meeting for further consideration.

TC16. 09/26 To note draft minutes of Heritage, Environment and Community Committee dated Monday 7th September 2026: Noted.

TC17. 09/26 To note draft minutes of Finance & Scrutiny Committee dated Monday 14th September 2026: Noted.

TC18. 09/26 To note draft minutes of Planning Committee dated Monday 27th April 2026: Noted.

TC19. 09/26 To note working group minutes:

Cllr I Watson noted that Gloucestershire County Council were funding a Car Parking consultant to look at the problem Tetbury has.

TC20. 09/26 To note County Councillor Report: Noted.

TC21. 09/26 To note District Councillors Reports:

Cllr N Ind provided Members with an update regarding the Strategic CIL application for Cirencester Road. Cllr Ind reported that this has been a lengthy process and that she had walked the pathway with Cabinet Members to highlight the issues, including the lack of adequate street lighting.

Cllr Ind also attended the unveiling of the Talking Heads Bench at the Goods Shed, reporting that it was a very well-attended and successful event.

Members were reminded that the closing date for comments on the Local Plan is 5 October. Cllr Ind expressed concern that Tetbury Town Council may not have submitted comments by the deadline.

It was suggested that the Local Plan Working Group meet to discuss the consultation and that Councillors provide any comments or suggestions for consideration by the Working Group in preparing Tetbury Town Council's response. Working Group comprise of Cllr N Ind, Cllr J Taylor and Cllr P Burrell.

TC22. 09/26 To consider Correspondence Received to date:

Local Plan Perspective– Noted

Parking – Noted.

Review of Grounds Staff- Great to see the team being acknowledged.

Goods Shed taking over operation of the car park – The Council does not consider it appropriate to discuss this at present because of local government reorganisation.

CIL CDC – Noted.

Speed Signs Charlton Road westbound – This is not currently an option due to budget constraints.

Hiring Tetbury Library – Due to the council chamber not being accessible to all, the meetings will continue to be held at the library.

Remembrance Wreaths – Noted.

TC23. 09/26 To receive members reports:

Cllr K Painter – Informed councillors of the next Comic Con event and requested support for the upcoming Comic Con May 22nd – 23rd 2027 from the Heritage, Environment and Community Committee.

Cllr K Painter had been asked to read out two questions from members of the public.

MOP 1 – Burial Provision:

A member of the public (MOP), whom Cllr K Painter confirmed was happy to be named, asked when Tetbury Town Council would respond to their question regarding burial. Cllr I Watson advised the MOP to contact him directly and confirmed that he would respond. Cllr Watson also noted that, to date, neither he nor the EO had received any questions directly concerning burial provision in Tetbury from this MOP.

MOP 2 – Recreation Ground Land:

A second MOP asked about the response to the previous question regarding a cash donation offered towards the purchase of land at the Recreation Ground. Cllr Z Baker advised that the question had been answered at a previous meeting Town Council Meeting and that the individual was told to contact the organisation responsible for the land for further information.

Cllr K Painter was advised that Cllr Watson would be happy to respond to any questions submitted to him directly or through the Council.

Cllr R Smith – Cllr Smith was disappointed to hear the perception that Tetbury Town Councillors do not care about the town. He is enthusiastic about Tetbury and its residents and believes his fellow councillors feel the same. This Sunday, he will be fundraising for Tetbury Hospital, supporting an important local cause.

TC24. 09/26 Items for next meeting:

Town Survey
Local Plan Working Group
St Saviours Pathway reduction

TC25. 09/26 Date of next meeting – Monday 19th October 2026, 7pm, Tetbury Library, Close Gardens: Noted.

Meeting ended at 9pm

TC26. 09/26 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 L Farnham , seconded Cllr P Burrell 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.

TC27. 09/26 To approve the Closed Session minutes held on Monday 20th July 2026: It was proposed by Cllr J Taylor seconded by Cllr Z Baker to approve the Closed Session minutes held on Monday 20th July 2026.

Voting record	For 10	Against 0	Abstain 1	Absent 2
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TC28. 09/26 29.Staffing Matters:

Staffing matters were discussed, and the official process will be followed.

Meeting ended 9.30pm

Chair Dated