

## TENBURY TOWN COUNCIL 2020/21 MEETING TC06

Minutes of the meeting of TENBURY TOWN COUNCIL held on  
Monday 14<sup>th</sup> December 2020 at 6.00pm  
held remotely via Microsoft Teams.  
(Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings)  
(England) Regulations 2020)

**PRESENT:** Cllrs S. Bowkett, A. Corfield, M. Davies, D. Dowell, M. Drummond, J. Fielder, E. Hudson [**Chair**], J. Morgan, D. Patrick and A. Wilkinson

**IN ATTENDANCE:** The Town Clerk, the Assistant to the Town Clerk, Worcestershire County Council Cllr. K. Pollock, Malvern Hills District Council Cllrs. A. Penn and B. Thomas and one member of the press.

### **C20.104 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **C20.105 DECLARATIONS OF INTEREST**

No declarations of interest were made under the Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

A Member stated that they wished to update their Register of Interest form.

### **C20.106 DISPENSATIONS**

The Clerk stated that there had been no requests for dispensation.

### **C20.107 PUBLIC PARTICIPATION**

The meeting was adjourned for public question time.

#### **(i) Public Question Time – General**

None

#### **(ii) Report from Worcestershire County Councillor**

Cllr. Pollock presented his report, which had been circulated to all Members highlighting current Covid 19 restrictions, his recent cabinet meeting and the Flood Risk Management Scheme virtual consultation room and concerns he had regarding timing and the size of the project.

A Member requested that Cllr. Pollock made his report available sooner to allow Members time to read the contents prior to the meeting.

Cllr. Pollock noted the point.

The Town Clerk raised a point from Cllr. Pollock's report, which states that the project would take 5 years. The Town Clerk wished to clarify that in speaking to the EA, the plan was to commence groundworks early in 2022 with an expected project time of 12 to 18 months, therefore with completion during 2023.

Cllr. Pollock thanked the Town Clerk for the update.

#### **(iii) Report from Malvern Hills District Councillor**

Cllr. Thomas presented the report for Malvern Hills District Council, which had been circulated to all Members, highlighting the Asian Bird Flu, the possible closure of Malvern College, the Christmas market, and the Flood Risk Management Scheme.



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Cllr. Penn stated that, as Heritage Champion he had concerns over the FRMS and its implications on the heritage aspect of the Town.

Cllr. Penn also stated that he regrets the loss of the day Christmas Market and that he is keen to push for further markets in the future.

Cllr. Bowkett joined the meeting at 6:20pm.

The Chair queried if there was any news regarding St Michaels College.

Cllr. Penn stated that the diocese had been in touch with the owners of the premises regarding barriers causing parking issues at the church, however there was no news on any possible takeover of the premises.

A Member asked to raise a point with Cllr. Pollock stating how much safer the road traffic situation was at the Recycling Centre since the road markings were implemented.

Cllr. Pollock wished to state for the record that he had been wrong in saying road markings were unnecessary and he agreed the new markings were an improvement.

**The meeting of the Council was reconvened.**

### C20.108 MINUTES

The Chair raised several points regarding the minutes.

On agenda item **20.89 Tenbury Flood Risk Management Scheme** the Chair wished to emphasise the importance that the question and answers were recorded for future reference.

On agenda item **20.90 Minutes**, in which a Member voted against the minutes being a true copy, the Chair asked, if the member wished, could they be named in the minutes for the record.

The Town Clerk clarified that names are not usually minuted in compliance with General Data Protection Regulations guidelines, however, a Councillor could be named if they so wished.

On agenda item **20.96 Rural Lettings Policy**, the Town Clerk had been requested to contact the District Council to clarify the terms. The Chair queried whether this been achieved.

The Town Clerk confirmed that she had received an answer the following day from the District Council, which had been circulated to all Members.

It was proposed by Cllr. Drummond seconded by Cllr. Davies and unanimously

### **RESOLVED:**

**The minutes of the Council meeting held on the 9<sup>th</sup> November 2020 were confirmed as a true and accurate account of the meeting. The minutes were duly signed by the Chair as a true and correct record of the proceedings.**



**C20.109 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES**

To receive and note the draft minutes of the meeting of:

Finance & Staffing Committee – 7<sup>th</sup> December 2020

It was proposed by Cllr. Drummond seconded by Cllr. Fielder and unanimously

**RESOLVED:**

**The minutes of the Finance & Staffing Committee meeting held on 7<sup>th</sup> December 2020 were noted.**

**C20.110 TENBURY FLOOD RISK MANAGEMENT SCHEME**

- (i) Members noted the launch of the engagement event (virtual online room) and consultation period from 7<sup>th</sup> December until 31<sup>st</sup> January 2021.
- (ii) Members noted the letter from the Environment Agency regarding the ground investigations, structural investigations and topographical surveys on the Council's land.

**C20.111 INTERNAL AUDIT**

Members received and reviewed the Internal Auditor's Interim Report, which was completed remotely on 17<sup>th</sup> November 2020. There were no matters arising from the report and it was noted that on the basis of the programme of work undertaken for the year to date, the Council has maintained adequate and effective internal control arrangements.

The report commends the Town Clerk for the quality of her work.

**RESOLVED:**

**To note the Internal Auditor's 2020/21 Interim Report prepared by Auditing Solutions Ltd and that there were no matters arising to warrant formal recommendation.**

**C20.112 BIKE RACK**

Members considered a request from Tenbury Community Pool Ltd to install a new bike rack.

The Town Clerk stated that the proposed bike rack would be flat to the walls of the planter and would be within the scope of the CCTV allowing the bikes to be monitored.

Members agreed any encouragement to cycle should be supported.

It was proposed by Cllr. McVey seconded by Cllr. Bowkett and unanimously

**RESOLVED:**

**To agree the request from Tenbury Community Pool Ltd to install a bike rack on the brick wall flowerbed opposite the centre entrance.**

**C20.113 CHANGING ROOMS**

A request from Tenbury United Football Club to erect signage on the changing room buildings was considered.



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The Town Clerk stated that the football club had suggested including the Town Council logo on the signs.

It was proposed by Cllr. Bowkett seconded by Cllr. Drummond and unanimously

### **RESOLVED:**

**To agree the request from Tenbury United Football Club to erect signage on the buildings:**

- (i) Home and Away Changing Rooms**
- (ii) Toilet and Referees Changing Rooms**

### **C20.114 SANCTUARY GROUP – LAND OFF MISTLETOE ROW**

Members noted the groundworks will commence on site for the development on the land off Mistletoe Row in January 2021.

Members considered community investment opportunities and projects that Sanctuary could potentially invest in. Possible projects could include;-

- The develop the tennis courts into a Multi-Use Games Area (MUGA)
- Land for allotments
- Play area equipment
- A new roof for the Burgage shelter

The Town Clerk to liaise with Sanctuary regarding the suggested projects.

### **C20.115 TENBURY CAR BOOT SALES**

Members considered the request for the exclusive rights to operate car boot sales on The Burgage on the Bank Holidays during 2021.

It was proposed by Cllr. McVey seconded by Cllr. Drummond and unanimously

### **RESOLVED:**

**To agree the request for the exclusive rights to operate car boot sales on The Burgage on the Bank Holidays during 2021 on the following dates.:**

**5<sup>th</sup> April 2021**

**3<sup>rd</sup> May 2021**

**31<sup>st</sup> May 2021**

**30<sup>th</sup> August 2021**

### **C20.116 EXCLUSION OF PRESS AND PUBLIC**

Members resolved the exclusion of Press and Public on the grounds that the consideration of the following items may involve the disclosure of confidential information Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960: -

### **C20.117 ACHIEVEMENT AWARD**

Members considered the Mayor's nomination for the Achievement Award Shield. With there being several possibilities, Members were requested to submit nominations in addition for a Mayor's commendation.



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**RESOLVED:**

**It was agreed to award the shield jointly to two members of the public for their voluntary work during the first pandemic Lockdown.**

**C20.118 RE-ADMISSION OF PRESS AND PUBLIC**

There being no further confidential business, Members agreed to readmit the press and public for the remainder of the meeting.

**C20.119 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA**

The Town Clerk presented Members with the following points for information.

- The Environment Agency, as part of the Flood Risk Management consultation, will be providing banners to be displayed in town.
- Malvern Hills District Council have provided a large refuse bin on Oldwood Common and will be monitoring the dumping of waste using CCTV.
- There is to be a further Walk-Through Flu Clinic to be held in the Scout Hall for the over 50's.
- There will be a Planning Training Session on Monday 11<sup>th</sup> January 2021.
- The Tenbury Transport Trust will be assisting residents attending the Leominster vaccination centre for the COVID-19 vaccination, who do not have their own means of transport.

**C20.120 DATE AND TIME OF NEXT MEETING**

**18<sup>th</sup> January 2021 at 6pm**

Meeting closed at 7:09pm

Signed .....

Date .....

