

TENBURY TOWN COUNCIL 2020/21 MEETING TC02

**Minutes of the meeting of TENBURY TOWN COUNCIL held on
Monday 6th July 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**], N. McVey, J. Morgan, D. Patrick and A. Wilkinson.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk, Malvern Hills District Council Cllr. A. Penn and the Manager of The Regal.

C20.26 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. G. Hurst due to ill health.

C20.27 DECLARATIONS OF INTEREST

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

C20.28 DISPENSATIONS

The Town Clerk stated that no requests for dispensation had been received.

C20.29 PUBLIC PARTICIPATION

The meeting was adjourned for public question time.

(i) Public Question Time – General

None

(ii) Report from Worcestershire County Councillor (Appendix A)

Cllr. Pollock was not present. Cllr. Pollock's report had been circulated to all Members.

(iii) Report from Malvern Hills District Councillor

The report for Malvern Hills District Council had been circulated to all Members.

Cllr. Penn stated that he was Malvern Hills District council Heritage Champion and as such was determined to make more use in promoting the tourism side of Tenbury.

A Member suggested that with the new development beginning work, that it would be time to reconsider extending the 20mph limit out of town.

Cllr. Penn stated that if the Member could get Cllr. Pollock to support it that he would support the proposal.

Cllr. Penn left the meeting at 6:17pm

The meeting of the Council was reconvened.



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C20.30 MINUTES

Members considered the minutes of the meeting of Tenbury Town Council held on 8th June 2020.

It was proposed by Cllr. Hudson seconded by Cllr. Drummond and

RESOLVED: (10 For, 1 Abstention)

The minutes of the Council meeting held on the 8th June 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.

C20.31 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES

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

Planning Committee – 29th June 2020

Finance and Staffing Committee – 29th June 2020

It was proposed by Cllr. Hudson seconded by Cllr. Drummond and

RESOLVED: (9 For, 2 Abstentions)

The minutes of the Planning Committee held on the 29th June 2020 and the Finance and Staffing Committee held on the 29th June 2020 were noted.

C20.32 LEAVE OF ABSENCE

Members discussed a leave of absence for Cllr. G. Hurst, whose home was badly affected by the flood in February. The Chair requested the Town Clerk pass on the Council's best wishes to Cllr. Hurst.

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

RESOLVED:

To approve Cllr. G. Hurst a leave of absence for a period of 6 months until 6th January 2021.

C20.33 TENBURY COMMUNITY POOL LTD.

Members received an update from Tenbury Community Pool Ltd, who have agreed to remain closed until September to complete the upgrade to the facility. The Town Clerk stated that the agreed removal of the streetlight column, which was situated next to the extension has been completed. The cost of removal will be paid by Tenbury Community Pool Ltd as part of the project.

C20.34 THE REGAL

- (i) Members received an update from the Manager on the reopening of The Regal. The Manager stated that The Regal is classed as a mixed arts venue and falls into three main categories in relation to government guidance.
 - Live Performance Venue – The Manager is awaiting government guidance regarding reopening and grants available to assist, which is expected in the



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coming week. All acts from the autumn programme have been retained and dates rescheduled in 2021.

- Community Space – This is governed by the guidance for safe use of multi-purpose community spaces and will require risk assessments to be produced for each group wishing to utilise the community space as some activities will constitute a higher risk.
- The Cinema – There is extensive advice with regards the cinema and the Manager has been working closely with the U.K. Cinema Association, The BFI, The Health and Safety Executive and Public Health England, to produce a Risk Assessment and Action Plan for reopening potentially in September/October.

Members received a presentation on the proposed box office and auditorium seating plans, which detailed how the reopening would comply with social distancing guidelines.

- (ii) The Manager of The Regal explained that in keeping with the new look for the Community Centre that a more contemporary name such as “The Studio” would appeal to a wider range of users promoting better use of the venue.

Following a discussion, it was agreed unanimously

RESOLVED:

To agree to renaming The Regal Community Centre to The Regal Studio.

- (iii) Members considered any action to be taken regarding the external works to The Regal Community Centre, which is a separate contract to the flood damage works. The architect had instructed the contractor to install uPVC fascia’s over the plywood boards, which was not included in the agreed contract. As the building is considered part of the Listing, the fascia, as agreed, should have been replaced like for like.

The Town Clerk stated that she has sought the opinion of the Conservation Officer. A meeting is to be arranged with the Heritage Manager from the District Council for advice on the works.

Members agreed to seek the advice of the Heritage Manager before taking any further action. It was noted that work had been stopped on site by the architect following a meeting with the Mayor and Town Clerk.

- (iv) The Town Clerk updated Members on the flood damage repair work to The Regal including the alterations to The Community Centre.

The Town Clerk was thanked for her efforts with regards the flood repairs.

The Town Clerk and the Manager of The Regal to continue to liaise with the Quantity Surveyor and the contractor.

RESOLVED:

Members noted the schedule of works, health and safety information and the building minor works contract for the flood damage works in The Regal.

C20.35 THE PAVILION

The Town Clerk updated Members on the flood repairs being undertaken in The Pavilion. The works have been approved by the Conservation Officer and include a new concrete



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floor, timber cladding to 1 metre high, a new kitchen and toilet. It was noted however that the roof was in a poor condition and the exterior of the building requires decorating.

The Quantity Surveyor managing the flood repairs project had provided the Town Clerk with a quotation to strip the asbestos slate, repair the roof structure, insulate, replace the roof and for external decoration of the building, with professional fees of 11%.

The quotation for the works is estimated at £40,268. The Town Clerk stated that funds of £24,500 are available for the works, however the shortfall of £15,768 could be funded from the General Fund Reserve.

Following a discussion, it was unanimously

RESOLVED:

- (i) To agree to the additional works to The Pavilion to replace the roof and external decoration of the building and the works be managed through the existing Quantity Surveyor, Ionic Surveying Consultants Ltd.**
- (ii) To suspend Financial Regulations 11.1 (h) requiring 3 quotations, due to the existing Quantity Surveyor, Ionic Surveying Consultants Ltd currently undertaking works on this building.**
- (iii) The balance of the funds of £15,768 required to carry out the works be funded from the General Fund Reserve.**

C20.36 CEMETERY

Members discussed the Memorial Inspection Report undertaken following the flooding in February, which detailed repairs required to 23 monuments at a cost of £1,260.

It was proposed by Cllr. E. Hudson seconded by Cllr. M. Drummond and unanimously

RESOLVED:

- (i) To note the Memorial Inspection Report**
- (ii) To agree to the repairs to the memorials to be carried by William Griffin Monumental Sculptor.**
- (iii) To agree for the works, at a cost of £1,260, to be funded from the General Fund Reserve and recharged, where possible, to the family of the deceased responsible for the memorial.**

A Member requested a comfort break from the meeting. The meeting was adjourned at 7:40pm and reconvened at 7:44pm.

C20.37 TENBURY FOODBANK

The Mayor stated that due to the current circumstances that he had not been able to undertake the planned fundraising event, Tenbury's Got Talent, however he did have charitable funds available to allocate from the previous year. The Mayor stated that the effects of COVID-19 were proving extremely difficult for many families including the elderly and youth of the community. The Mayor stated that he had therefore decided to contribute £1,000 to the Tenbury Foodbank's Fundraising campaign, which is promoted through Spacehive.

Members noted the Mayor's contribution to the Tenbury Foodbank, the fundraising campaign and sincerely thanked the Mayor for the gesture.



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The Town Clerk stated that the Foodbank usually supports approximately 15 families, however due to the current crisis is now supporting on average 150 families a week.

C20.38 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

The Town Clerk stated that she had ordered three, foot pump operated hand sanitiser stations for the play areas, tennis courts and bowling green. These were at a reduced cost of £385 each, due to the District Council ordering a large number. The Town clerk also purchased a pressure sprayer and antiviral disinfectant for the Groundsman to clean all the touch points on the children's play area equipment. The purchases were authorised with the agreement of the Mayor and Deputy Mayor.

Cllr. Wilkinson stated that he had been approached by a member of the Cleobury Mortimer Band, who asked if it would be possible for the band to use the bandstand in the Burgage. The Town Clerk stated that live performances for wind and brass bands was not currently permitted. The Mayor stated that perhaps an event could be arranged in the future.

C20.39 DATE AND TIME OF NEXT MEETING

Monday 3rd August at 6pm

Meeting closed at 8.09pm.

Signed

Date

