

TENBURY TOWN COUNCIL 2021/22 MEETING TC05

Minutes of the meeting of TENBURY TOWN COUNCIL held on
Monday 20th September 2021 at 7.00pm held
in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA

PRESENT: Cllrs S. Bowkett, L. Davies, M. Davies, J. Fielder, E. Hudson [**Chair**], D. Patrick and R. Pleded.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk, Worcestershire County Council Cllr. D. Chambers, Environment Agency representative and a representative from the Safer Neighbourhood Police Team.

C21.84 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. A. Corfield due to illness and Cllr. G. Hurst due to a family commitment.

C21.85 DECLARATIONS OF INTEREST

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

C21.86 DISPENSATIONS

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

C21.87 CO-OPTION

Members considered the co-option of two Members to the Town Council to represent the Town Ward:

(i) Mrs B. Thomas

RESOLVED: (6 For, 1 Against)

Following a vote, Mrs B. Thomas was duly elected as a Member of the Tenbury Town Council representing the Town Ward.

(ii) Mr A. Wilkinson

RESOLVED: Unanimously

Following a vote, Mr A. Wilkinson was duly elected as a Member of the Tenbury Town Council representing the Town Ward.

Cllr. Chambers left the meeting 7.20pm

C21.88 PUBLIC PARTICIPATION

The meeting was adjourned for public question time.

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

None

(ii) **Report from the Safer Neighbourhood Police Team**

Members received a report from the Safer Neighbourhood Police Team, PC Jack Sykes, who reported on the current policing issues in the town



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- Speeding – specifically Bromyard Road and Oldwood Road/Common. Working with the Safer Road Partnership to develop strategies.
- Drugs – currently developing strategies to deal with areas of concern.
- Increase in violent incidents – working to develop a similar system to pub watch, which would promote communication between pubs, alerting licensed premises to any possible issues in the area.
- General theft – Working with the Rural Crime Prevention Officer to mark property and give advice on deterring thefts.

PC Sykes stated that the town has a new permanent PCSO, Stacey Birks.

The Chair asked if it would be beneficial to arrange a Crime Prevention Event and invite neighbouring parishes and whether PC Sykes would be able to attend if an event was organised, to which PC Sykes agreed he would.

(iii) Worcestershire County Councillor

Members received a written monthly report from the County Councillor, Cllr David Chambers, which had been circulated earlier.

Cllr. Chambers had left the meeting earlier to attend another meeting however he return later to answer questions.

Cllr. Hudson queried the outcome of the survey on the bridge and whether traffic lights were a viable option. Cllr. Chambers replied that from the current data, Highways would not fund traffic lights on the bridge. Cllr. Chambers is awaiting a costing for the project.

Cllr. Chamber stated that the Kyre Bridge was now on a works programme to be repaired and repainted. A formal quotation for cleaning the Teme Bridge has been requested and will hopefully be funded from Cllr. Chambers highways budget.

(iv) Report from Malvern Hills District Councillor

Members received apologies from Cllr. Thomas due to holidays. No report received.

The meeting of the Council was reconvened.

C21.89 TENBURY FLOOD RISK MANAGEMENT SCHEME

Members received an update from the Environment Agency's Senior User on the proposed Flood Risk Management Scheme for Tenbury.

Achievements – Project/Engineering

- Full sign off achieved for project strategic case: next stage of funding released for engineering development.
- Concept design workshops ongoing, which feeds into the optioneering report.
- Environmental Impact Assessment screening prepared and will be briefed to key stakeholders
- Meeting with Historic England/Diocese/Conservation Officers taken place with further information requested.
- Additional modelling completed.



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Next Steps

- Next stage of consultation with the community and stakeholders; to agree final design – Teme Bridge, Temeside House and The Burgage.
- Arrange town council site walkover
- Complete remaining surveys, Market Street, other surveys.
- Biodiversity Net gain opportunity and consultation.

The Chair stated that it was difficult to comment on the issues as no design options had been presented to date. The representative confirmed that designs would be made available as soon as possible and that currently the Environment Agency are looking at late November for Public Consultation.

The representative was requested to address a resident's concerns that dredging the river would be beneficial and reduce the flood risk. The representative stated that although the Environment Agency does dredge pinch points in rivers, the Environment Agency do not dredge entire water courses due to it being ineffective and detrimental to the natural environment.

C21.90 MINUTES

To approve and sign the minutes of the meeting of Tenbury Town Council held on 5th July 2021.

It was proposed by Cllr. L. Davies seconded by Cllr. J. Fielder and unanimously

RESOLVED:

The minutes of the meeting of Tenbury Town Council held on 5th July 2021 were confirmed as a true and accurate account of the meeting and were duly signed by the Chair as a true and accurate record of the proceedings.

C21.91 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES

To receive and note the draft minutes of the following Committee meetings:

- (i) Planning Committee – 19th July 2021.
- (ii) Finance & Staffing Committee – 19th July 2021
- (iii) Planning Committee – 6th September 2021

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

RESOLVED:

The minutes of the following Committee meetings were noted:

- (i) **Planning Committee - 19th July 2021**
- (ii) **Finance and Staffing Committee – 19th July 2021**
- (iii) **Planning Committee – 6th September 2021**



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C21.92 EXTERNAL AUDIT

Members received the Notice of Conclusion of Audit for the financial year ended 31 March 2021.

It was noted that external auditor's responsibility is to conduct an audit in accordance with guidance issued by the Public Sector Audit Appointments and, on the basis of their review of the Annual Governance and Accountability Return and supporting information, report whether any matters that come to their attention give cause for concern that relevant legislation and regulatory requirements have not been met.

PKF Littejohn LLP, the Council's external auditor has concluded the audit of the Annual Governance and Accountability Return for the year ended 31 March 2021. The auditor has issued an unqualified opinion and therefore, there are no matters that have come to his attention giving concern that relevant legislation and regulatory requirements have not been met. The information included in the annual return was in accordance with proper practices.

In accordance with the scale of audit fees for small bodies there is an audit fee payable of £600 plus VAT. There were no additional fees or charges incurred.

Cllr Hudson proposed seconded by Cllr L. Davies and unanimously

RESOLVED:

- (i) Council noted that the external audit of the Council's Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2021 has been concluded on 3rd September 2021.**
- (ii) Council noted that the external auditor has issued an unqualified opinion.**

C21.93 HIGHWAYS ISSUES

Members discussed concerns raised by residents and any action to be taken regarding speeding issues, with Bromyard Road and Oldwood Road the main concerns as highlighted by PC Sykes.

A Member stated that there is increased traffic through the town due to the two construction sites. The volume of traffic should decrease following the completion of the works.

The Chair highlighted that PC Sykes would be working with the Safer Roads Partnership on speeding issues in Bromyard Road and Oldwood Road.

C21.94 RESERVES POLICY

The Town Clerk presented Members with a Reserves Policy.

The Town Clerk explained that the Council has two types of reserves. A General Fund Reserve for unseen costs and expenditure and Earmarked Reserves held for specific purposes.

It is recommended that Councils maintain a General Reserve between 3 to 12 months of net revenue expenditure. A council the size of Tenbury should hold a minimum of 6 months expenditure in the General Reserve Fund.



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Due to work carried out at The Regal and on The Pavilion, it was noted that the relevant Earmarked Reserves have been depleted and will need to be replenished to cover future maintenance costs.

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

RESOLVED:

To agree to adopt the Reserves Policy.

Worcestershire County Council Cllr. D. Chambers re-joined the meeting at 8:20pm.

C21.95 THE PLATINUM JUBILEE – THE QUEEN’S GREEN CANOPY

Members noted the Lord-Lieutenant of Worcestershire’s letter regarding the Queen’s Platinum Jubilee and considered planting a tree(s) for the jubilee.

The Chair requested the agenda item be considered by the Facilities Committee.

The Town Clerk reminded Members that there are 6 trees to be donated to the Council, from Tenbury Community Pool following a decision on the location to plant the trees.

C21.96 SAFER WEST MERCIA PLAN CONSULTATION

Members noted the draft Safer West Mercia Plan for consultation with communities and the link to take part on the consultation

C21.97 TENBURY COMMUNITY POOL

Members noted the open meeting of the Trustees of Tenbury Community Pool, to be hosted by the Mayor on Thursday 23rd September 2021 at 7.30pm in The Pump Rooms.

C21.98 APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES

Members discussed appointing representatives from the Town Council to the following outside bodies:

Cllr. Hudson proposed seconded by Cllr. Bowkett and unanimously

RESOLVED:

- (i) Malvern Hills District Youth Action Network – Deferred**
- (ii) Tenbury Blooms – Cllr. L. Davies**
- (iii) Tenbury French Twinning Association – Cllr. L. Davies**

C21.99 REPRESENTATIVES ON OUTSIDE BODIES

Members received reports from the representatives on outside bodies:

- (i) CALC Area Meetings – No report
- (ii) Regal Tenbury Trust – The community musical has been postponed due to illness in the cast. The AGM was held on 15th September, where all supporters and volunteers were thanked. Trust is presently in a sound financial position.
- (iii) Tenbury Area Partnership – Next meeting 30th September.
- (iv) Tenbury Blooms – Cllr. Davies reported that approximately 100 baskets were distributed and hung around the town. However, lessons have been learnt



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regarding watering and all baskets in poor condition removed. Planters have been adopted by volunteers to look after. The group are currently busy fundraising.

- (v) Tenbury French Twinning Assoc. - Cllr. L. Davies to contact the association.
- (vi) Tenbury Museum – Cllr Patrick reported that visitor numbers, donations and purchases have all increased. The bid has now been submitted to the Heritage Lottery Grant Fund, with a decision expected around December.
- (vii) Chamber of Trade – No report
- (viii) Philip Baylies Trust – No report
- (ix) Malvern Hills District Youth Action Network – Next meeting 22nd September.
- (x) Wheeler Charity – Cllr Plested reported that 6 youths had applied for grants at the annual meeting in July. These were mainly to help cover transport costs and all applications received assistance.

C21.100 EXCLUSION OF PRESS AND PUBLIC

Members agreed the exclusion of the Press and Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

C21.101 THE REGAL

The Town Clerk stated that a letter had been sent to the architects, who have until 22nd October to respond.

C21.102 RE-ADMISSION OF PRESS AND PUBLIC

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

C21.103 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

- Volunteers Forum – to encourage and find volunteers.

C21.104 DATE AND TIME OF NEXT MEETING

Monday 4th October 2021 at 7:00pm

Meeting closed at 8.50pm

Signed

Date



1. Latest Covid Figures issued to County Councillors are:
 - a. Worcestershire is showing an infection rate of 266 cases per 100,000.
 - b. The infection rate in the Malvern Hills District is 233 cases per 100,000.
 - c. The infection rate of people over 60 in Worcestershire is 83 per 100,000.
 - d. The infection rate of people over 60 in the Malvern Hills District is 75 per 100,000.
 - e. Three care homes in Worcestershire have more than two cases.
2. Vaccinations continue to progress well in Worcestershire although the number of young people aged over 18 years of age coming forward, is not as positive as we would like.
3.
 - a. Traffic volume levels in Worcestershire are now 97% of pre-Covid levels.
 - b. Bus travel levels in Worcestershire are now 21% of pre-Covid levels.
4. Road "Surface Dressing" continues to take place across the County. Structural repairs are completed first followed by an application of hot bituminous binder to the surface, followed by one or two layers of chippings. After about a week the road is then swept and road markings re-painted.
5. The current Afghan resettlement schemes are being co-ordinated by Worcestershire County Council. The County Council will work closely with the West Midlands Strategic Migration Partnership who are delivering this programme for the West Midlands, on behalf of the Government. The County Council will consider wider support arrangements for Afghan arrivals, co-ordinate financial support from the Government and donations from communities.

There are two schemes:

- a. The Afghan Relocation and Assistance Policy (ARAP), for Locally Employed Staff (LES) in Afghanistan. This scheme is designed to support those Afghan nationals who have worked with our forces, eg. Interpreters. This scheme was launched in April 2021.
- b. The Afghan Citizen Resettlement Scheme (ACRS). This was the scheme that was announced in late August and which is designed to welcome 5,000 vulnerable Afghans into the UK in the first year of the scheme and 20,000 over the longer term.

David Chambers
County Councillor, Tenbury Division