

## TENBURY TOWN COUNCIL 2021/22 MEETING TC01

Minutes of the meeting of TENBURY TOWN COUNCIL held on  
Monday 12<sup>th</sup> April 2021 at 7.15pm  
held remotely via Microsoft Teams.

*(Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings)  
(England) Regulations 2020)*

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

**IN ATTENDANCE:** The Town Clerk, the Assistant to the Town Clerk, Worcestershire County Council Cllr. K. Pollock, Malvern Hills District Council Cllr. B. Thomas, two members of the public, the Emergency Planning Officer and one member of the press.

### **C21.01 APOLOGIES FOR ABSENCE**

Members received apologies for absence from Cllr. Drummond due to a personal commitment.

### **C21.02 DECLARATIONS OF INTEREST**

Declarations of interest were made under the Code of Conduct pursuant to the Localism Act 2011, by Cllr. Dowell and Cllr. Davies in respect of agenda item **C21.12 Council Planters** due to their interest in setting up an alternative group to the disbanded Tenbury in Bloom.

### **C21.03 DISPENSATIONS**

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

### **C21.04 PUBLIC PARTICIPATION**

The meeting was adjourned for public question time.

#### **Public Question Time – General**

None.

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

### **C21.05 EMERGENCY PLANNING OFFICER**

Members received a presentation from the District Council's Head of Projects and Emergency Planning Officer.

The Emergency Planning Officer stated that he worked in Community Development at Wychavon District Council where his role included emergency planning. Due to recent events his position has been restructured, and his role now incorporates emergency planning for both Wychavon and Malvern Hills District Council. This is now a fulltime role.

The Officer stated that flooding is a historical issue in the area and has a well-rehearsed plan in place, which is the responsibility of the county and district councils. The town council has no responsibility to produce an emergency plan as per the Civil Contingencies Act 2004. The Civil Contingencies Act essentially divides 'responders' into category 1 and 2 responders. Category 1 being the 'blue light' services, Local Authorities (District and County), the Acute Trust and the Environment Agency and



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category 2 being the utility companies, Health and Safety Executive and the Clinical Commissioning Group.

The Emergency Planning Officer stated that he is not a great believer in written emergency plans at local level as the plans tend to not be used. What the Emergency Planning Officer requires is contacts with local knowledge and this is not usually gained from a written plan.

In Tenbury, flood events do have a warning period and in past events the Emergency Planning Officer has contacted the Town Clerk who has responded.

If the Town Clerk is not available, the Emergency Planning Officer stated that what he would require would simply be alternative contacts of persons who can provide local information. Most probably the Chair of the Town Council or the District Councillor for the area.

Due to past events, it is known what areas flood, where sandbags need to go and where the rest centre is. A local plan will make no difference to this. In the event of a predicted flooding incident, only the contact details for the person who will respond with local knowledge is required.

The Chair queried if the Officer could clarify that the Town Council does not need to have a plan and, also with regards the Town Clerk being the point of contact, should there be something in place to cover the possibility of the Town Clerk, or indeed the Emergency Planning Officer, not being available.

The Emergency Planning Officer confirmed that a plan is not required, but it would be pragmatic if he could have some additional contact details that could be used if the Town Clerk is not available and that simple action cards in place of a formal plan could be produced.

A Member stated that following the February 2020 flood, two gentlemen had submitted suggestions for consideration regarding the rest centre set up.

The Emergency Planning Officer stated that he had seen the suggestions, which was unfair criticism. The letters had been passed to a Director who had responded.

The Chair thanked the Emergency Planning Officer for his time.

### **C21.06 TENBURY FLOOD RISK MANAGEMENT SCHEME**

Members received an update from the Chair on the proposed Flood Risk Management Scheme for Tenbury.

The Chair read from a statement from the Environment Agency's Partnership & Strategic Overview Senior User (Chartered Civil Engineer).

- We have completed our concept design engineering workshops, where we looked at the design in specific & more difficult areas of the town (i.e. areas that have historical/spatial or environmental constraints). These concept designs will now be formed into an optioneering report & scored against a number of factors. Before we share these options with the public, we will use the results from the surveys to verify that they are technically feasible.
- The survey reports are being produced and they are being shared with our technical design team for incorporation into the optioneering process as per above.
- Next key deliverables/actions will be:



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- (i) Optioneering report for discussion with key stakeholders and landowners, including Town Council
  - (ii) Ongoing preparation of design and engineering drawings
  - (iii) Processing of the survey results, including all the laboratory testing on the ground investigation.
  - (iv) Opportunity to discuss heritage lottery funding options.
  - (v) Ground Penetrating Radar surveys will begin shortly.
- Project is progressing well and as expected.

The Chair stated that he requested clarification from the Environment Agency regarding optioneering and had received the following reply.

We will be looking at all the different construction techniques and routes that we can take around the church, and then making sure that we really do have the right 'preferred' option in terms of environmental, heritage, spatial, utilities services, constructability, and cost constraints.

This information will then be used for our consultation with the public going forwards, so that we can confirm that our thoughts match with that of the community. The optioneering report is also required by the Malvern Hills District Council planners, to demonstrate that we have really thought about all the possible solutions for the town.

### C21.07 MINUTES

Members considered the minutes of the meeting of Tenbury Town Council held on 15<sup>th</sup> March 2021.

Cllr. Patrick stated that agenda item **C20.179 Representatives on Outside Bodies**

**(v) Tenbury Museum** was incorrect. The date for the reopening of the museum should read the 22<sup>nd</sup> of May, not the 25<sup>th</sup> and that the reason the group had been unable to apply for Heritage Lottery Funding was due to the fund being suspended, with funding being diverted to COVID-19 projects.

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

#### RESOLVED:

**Subject to amendments to C.20.179 (v) Tenbury Museum change of date to 22<sup>nd</sup> May and Heritage Lottery Funding suspended, the minutes of the meeting of Tenbury Town Council held on 15<sup>th</sup> March 2021 were confirmed as a true and accurate account of the meeting.**

### C21.08 DRAFT MINUTES OF MEETINGS OF THE COMMITTEES

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

- (i) Planning Committee - 22<sup>nd</sup> March 2021.
- (ii) Finance & Staffing Committee – 22<sup>nd</sup> March 2021



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(iii) Planning Committee – 6<sup>th</sup> April 2021

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

**RESOLVED: (9 For, 1 Abstention)**

**To note the minutes of the following meetings:**

- (i) **Planning Committee held on 22<sup>nd</sup> February 2021.**
- (ii) **Planning Committee held on 6<sup>th</sup> April 2021.**
- (iii) **Finance and Staffing Committee held on 22<sup>nd</sup> March 2021.**

### C21.09 LENGTHSMAN

Members discussed the annual agreement for the appointment of the Lengthsman.

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

**RESOLVED**

- (i) **To note the annual funding of £2,558.08 from Worcestershire County Council**
- (ii) **To note the Annual Agreement with Worcestershire County Council**
- (iii) **To confirm the re-appointment of the Lengthsman**

### C21.10 PLANNING APPLICATION

Applications can be viewed online by following the link and searching with the application number <https://plan.malvern hills.gov.uk>

- (i) **Planning Ref: 21/00237/HP Associated Ref: 21/00238/LB.**

Proposed erection of extensions, alterations to the rear of the property and installation of flue – Tenbury House, 36 Teme Street, Tenbury Wells, WR15 8AA

- (ii) **Planning Ref: 21/00238/LB Associated Ref: 21/00237/HP**

Proposed erection of extensions, alterations to the rear of the property and installation of flue – Tenbury House, 36 Teme Street, Tenbury Wells, WR15 8AA

Members discussed the planning application and listed building consent application.

The Chair proposed seconded by Cllr. Fielder and unanimously

**RESOLVED:**

**To agree to SUPPORT the applications, subject to a satisfactory Flood Risk Assessments:**

- (i) **Planning Ref: 21/00238/LB Associated Ref: 21/00237/HP**
- (ii) **Planning Ref: 21/00237/HP Associated Ref: 21/00238/LB.**

### C21.11 TRAVELLING INFLATABLE THEME PARK

Members considered a request from Malvern Hills District Council's Visitor Economy Officer to hold an inflatable theme park event on Palmers Meadow.



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

### **RESOLVED:**

**To agree the request to hold an inflatable theme park event on Palmers Meadow.**

Cllr. Dowell and Cllr. Davies did not participate in the following agenda item due to their declared interest.

### **C21.12 COUNCIL PLANTERS**

Members discussed an initiative for the maintenance of the Council's planters through the Positive Activities Youth Project and Duke of Edinburgh Award.

Members noted that a new group is being formed to replace Tenbury in Bloom.

A Member stated that the tenant of the Round Market has requested to maintain the planter located on the Round Market car park. The wooden planters belonging to Tenbury in Bloom have been donated to the Millennium Orchard.

### **RESOLVED:**

**To defer a decision on the maintenance of the planters subject to receiving further proposals from other interested groups.**

### **C21.13 ALLOTMENTS**

Members reviewed the revised proposed layout for a potential allotment site and agreed there was a significant improvement in the new location.

### **RESOLVED:**

**To accept the proposed layout for the allotment site.**

### **C21.14 PORTRAIT**

Members considered a request to display a portrait of former Mayor Mr Eric Lowe, who was known as 'Mr Tenbury'. The portrait has been completed by Mr Lowe's son.

Members agreed that it would be fitting for the portrait to be displayed, however did not feel there was a suitable location to display the picture in The Pump Rooms.

The museum or library were offered as alternatives suggestions.

Cllr. Patrick was requested to liaise with the Museum and History Group regarding the possibility of displaying the portrait in the museum.

### **C21.15 REPRESENTATIVES ON OUTSIDE BODIES**

Members received reports from the representatives on outside bodies:

**(i) CALC Area Meetings**

Next meeting 29<sup>th</sup> June 2021.

**(ii) Regal Tenbury Trust – Mayor**

The Regal Trust are currently working towards the reopening from 17<sup>th</sup> May. The issue with the plastic fascia's is still unresolved, awaiting a costed schedule of works for an alternative replacement from the surveyor, which is also acceptable to the Conservation officer.



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**(iii) Tenbury Area Partnership – Mayor**

No meeting.

**(iv) Tenbury Museum – Cllr. Patrick**

Following the submission of an expression of interest, a response has been received requesting the group to submit a full application. The group will be proceeding with this over the next month or two. There are two dates for submission, June or later in the year.

**(v) Chamber of Trade – Mayor**

No meeting.

**(vi) Philip Baylies Trust – Mayor**

A new tenant has been agreed. The tenant will be utilising the car park area for additional stalls and will now longer be available for parking.

**(vii) Malvern Hills District Youth Action Network – Cllr. Dowell**

Cllr. Dowell reported that she missed the beginning of the meeting, however joined in time to hear the discussion regarding internet poverty and a women’s football team.

The Town Clerk stated that she also attended the meeting. Through Ready Steady Worcestershire 56 food packs and grow your vegetable kits had been provided to families at the High School during the half-term, with the food being provided from Tesco.

The Town Clerk stated with regards to football teams, she has provided the Youth Area Network with the details of Tenbury United Youth Club, who will be attending future meetings.

**C21.16 COUNCILLORS’ REPORTS AND ITEMS FOR FUTURE AGENDA**

Cllr. Dowell – Tenbury Blooms

**C21.17 DATE AND TIME OF NEXT MEETING**

**Annual Council Meeting – Tuesday 4<sup>th</sup> May 2021**

Meeting closed at 9:09pm

Signed .....

Date .....

