

## TENBURY TOWN COUNCIL 2014/15 MEETING TC06

Minutes of the meeting of **TENBURY TOWN COUNCIL** held on **MONDAY 6<sup>th</sup> OCTOBER 2014** at **7.15pm** in the Pump Rooms, off Teme Street, Tenbury Wells.

**PRESENT:** Mayor Cllr M. Willis, Deputy Mayor Cllr S. Corfield, Cllrs S. Bowkett, J. da Costa, M. Drummond, J. Fielder, E. Hudson, D. Ingram, J. Morgan, G Price, J. Watson, E. Weston.

**IN ATTENDANCE:** Town Clerk, 2 Members of the Press, 4 Members of the Public  
WCC Cllr K. Pollock, MHDC Cllr P. Grove

**APOLOGIES:** Cllr M. Brennan

### 6.1 Apologies for Absence

Apologies had been received from Cllr Brennan.

**RESOLVED** that apologies be accepted.

### 6.2 Declarations of Interest

Cllr Corfield – re. item 6.18 as a Trustee of the Regal Tenbury Trust.

Cllr Fielder – re. item 6.11 as a resident of The White House adjacent to proposals.

### 6.3 Public Participation (15 minutes maximum duration)

Inspector Deb Sanders was introduced to Councillors by Sargent Ian Blanchard as the new Safer Neighbourhood Team Inspector for Tenbury. She would be based in Malvern and had just started in the role today. She was welcomed and wished well in her new role by Councillors.

### 6.4 Worcester County Councillor's Report – Cllr K. Pollock

Attached Appendix A.

- Cllr Pollock gave further updates from Public Realm Stakeholder Meeting held that morning. Phase 1 from Market Tavern to Crow Corner – work will begin 12<sup>th</sup> January and last for 12 weeks. There will inevitably be some disruption but any closures and restrictions necessary will be restricted to evenings to avoid the busy times.
- With regard to the Involvement of Tesco. Harriett Baldwin MP has met with representatives of Tesco and is bringing pressure to bear to get a firm decision on what is planned for this site. Hoardings will be put up around existing buildings and the site will be temporarily resurfaced.
- Plans for HRC will go before the WCC planning committee in the next month so work should be able to start in the new year.
- Planning Application also in process for overflow car park installation on Palmers.
- HWFRA – Loss of one tender in Tenbury was approved and despite the worries expressed by the Town Council Cllr Pollock felt that the Fire Authority would be able to provide all necessary support to Tenbury during a flood event.

### Questions/Comments from Councillors

Cllr Hudson – as representative of St Michaels he thanked Cllr Pollock for attending the WW1 exhibition in St Michaels church. Cllr Pollock said it was highly recommended.

### 6.5 Malvern Hills District Councillor's Report – Cllr A. Penn or Cllr P. Grove

- HWFRA – Cllr Grove said he was disappointed in the decision which had been made and he had never supported removal of the second tender from Tenbury.
- SWDP – Cllr Grove reported that MHDC had approved the revised plan 24 votes to 7 on 30/09/14. Consultation would now commence before the plan was resubmitted for inspection and it was hoped the plan would finally be in place toward the end of 2015.
- Tenbury Pool – Leisure Strategy is still not complete so further details are not yet available. Cllr Grove was hoping to secure continued financial support for Tenbury Pool. A report would be issued on 21/10/14 ahead of meeting on 28/10/14.
- Sharing of Chief Executive between MHDC and Wychavon – Local Government Office will pay any redundancy package it will not come direct from MHDC tax payers.
- Advertising Consent on Round Market – Cllr Grove would follow up.
- Planning – lack of feedback – Cllr Grove has spoken to relevant officers at MHDC and they are looking into the issue

### Questions/Comments from Councillors

Cllr Watson asked when Cllr Penn would next attend a Town Council meeting as it seemed that recently only Cllr Grove had attended. Cllr Grove would discuss with Cllr Penn.

## TENBURY TOWN COUNCIL 2014/15 MEETING TC06

### **6.6 To confirm the Minutes of the Town Council Meeting held on 8<sup>th</sup> September 2014**

The minutes of the meeting, held on 8<sup>th</sup> September 2014 were confirmed and signed by the Chairman as a true and correct record of proceedings.

### **6.7 To receive the Minutes and approve the resolutions of committee meetings – the Amenities Committee Meeting held on 15<sup>th</sup> September, the Premises Committee Meeting held on 15<sup>th</sup> September, the Planning Committee Meeting held on 29<sup>th</sup> September and the Finance & Staffing Committee held on 29<sup>th</sup> September.**

Cllr Fielder requested amendments to the Amenities Minutes at item 3.6 as she had not made the proposal to plant bulbs but Cllr Weston had. The Amenities minutes were amended accordingly. With these amendments duly made the Minutes of the meetings were received and resolutions approved.

### **6.8 To approve the Monthly Accounts for September 2014 and the Outstanding Accounts for October 2014 as recommended by the Finance and Staffing Committee on 29<sup>th</sup> September 2014.**

See Appendix B

**RESOLVED** that the Monthly Accounts be approved and the Outstanding Accounts be approved for payment.

### **6.9 To further consider concerns over the impact of increased traffic movements through the centre of Tenbury in relation to planning application 14/00814/FUL - Erection of 4 No. broiler rearing buildings with associated feed bins, hard-standing, highways access, attenuation pond and broiler/storage building - Sallings Farm, Middle Common, Bockleton, Worcestershire, WR15 8PX.**

Members were informed that further information on traffic movements was still awaited by Planning Officers and felt they could not comment until all details had been received. The item was therefore deferred to a later meeting.

### **6.10 To consider requests received to hold regular car boots on the Burgage all year round.**

Requests had been made by two separate groups to hold monthly car boots on the Burgage. There was much concern over potential for damage to the field in the winter months and members felt it was more usual for sales on grassed areas to be held from April to September. Members also wondered if there truly would be an economic benefit to the town and were worried that frequency would not necessarily mean better attendance. There was also concern that this would take away open space amenity from the public. However the potential for increased revenue must also be considered. Some Councillors were reluctant to allow this use of the Burgage but felt that further investigation was necessary. Members were asked to volunteer to take discussions further but no one came forward. Without someone willing to take responsibility the Chairman said it was not possible to proceed, leaving refusal as the only option at this point. It was therefore proposed that the requests both be refused.

**RESOLVED** with 8 For, 1 Against and 3 Abstentions that both requests be refused.

The Amenities Committee were asked to consider whether this should be further discussed at their next meeting and to include it in their agenda and move it forward if necessary.

**Cllr Fielder left the Chamber at this point in the meeting.**

### **6.11 To consider proposed WCC Highways amendments to waiting restrictions in the town in relation to the Tenbury Wells Public Realm Improvement Scheme.**

Members considered the proposed alterations to waiting times and parking restrictions in the Traffic Regulation Order and had some particular concerns regarding the area by the Round Market. Local knowledge suggested that some of the proposals did not make sense particularly in regard to restrictions bordering the car park adjacent to the Market Tavern and the Round Market. The proposal was to make this area “No waiting Monday-Saturday 9am-6pm” but members felt it should be “No waiting at any time to facilitate access to the car park.

## TENBURY TOWN COUNCIL 2014/15 MEETING TC06

**RESOLVED** with 11 For that the Town Council recommend that the no waiting area be extended to include the edge of the Market Tavern car park and the end of the Round Market.

Members also felt that the current parking spaces outside of no.s 12 and 24 Market Square should be moved as they caused difficulties at the junction with Market Street. They felt that one parking space should be removed altogether and the disabled space should be moved across to the other side of Market Square outside of no.s 5 or 7.

**RESOLVED** with 10 For and 1 Abstention that the Town Council recommend that two car parking spaces (one disabled) be removed outside of no.s 12 and 24 Market Square and that the disabled space be reinstated outside of no.s 5 or 7 Market Square.

**Cllr Fielder returned to the Chamber.**

### **6.12 To be updated on the Public Meeting regarding Permanent Flood Defences to take place on October 9th.**

Members were reminded of the Public Meeting to be held at 7pm at the Regal – to discuss flood defences. All were asked to attend. Cllr Corfield and Cllr Weston gave their apologies due to other commitments.

### **6.13 To be updated on progress with projects involving Town Council assets or requiring Town Council funding.**

- Skate Park – still awaiting alternative quotes.
- Play Area – Quotes now received – funding applications will now be made.
- Civic Garden – Awaiting some funding from Teme Tenbury
- Pavilion – Requirements have now been refined and plans are moving forward.
- Changing Rooms – Awaiting date for discussion with Tenbury Community Pool Ltd.
- Cllr Ingram volunteered to be part of the working group.

### **6.14 To receive an update on the Regal and its management by the Regal Tenbury Trust.**

Attached Appendix C

### **6.15 Correspondence for Information**

- HWFRA – response to TTC letter urging retention of two fire tenders in Tenbury.

### **6.16 Councillors' reports and items for future agenda.**

Cllr Corfield – consider sending a letter to Harriett Baldwin to put pressure on Tesco to move things forward in Tenbury.

### **6.17 Exclusion of the Press and Public.**

**RESOLVED** that the press and public be excluded from the meeting during consideration of the following items of business because it is likely that in view of the nature of the business to be transacted, there would be disclosure of exempt information, as defined in Section 100(l) of the Local Government Act 1972:-

### **6.18 To consider quotations received for replacement cinema screen at the Regal.**

Members were informed that the screen at the Regal needed to be replaced due to wear. The screen had been in place for over 10 years and was now in much more frequent use than prior to the Regal refurbishment. Two quotations had been obtained from Camstage and F. Powell & Co. A third quotation had been requested but had not been received. Powells had carried out works at the Regal before and their quotation was lowest. The Clerk noted that the cost of the works could be covered from the sum set aside to add to reserves for the upkeep of the Regal in this financial year. Members agreed that reserve funds should be used to pay for a new screen.

**RESOLVED** that supply and installation of a new cinema screen be ordered from F. Powell & Co. as per their quotation and that this be paid for out of reserve funds.

Meeting closed at 9:17pm

Signed .....

Date .....

## TENBURY TOWN COUNCIL MEETING

06.10.14

### COUNTY COUNCILLOR REPORT

#### 1. Public Realm update

The stakeholder group met earlier today to sign off the latest designs for phase 1 of the Public Realm programme. A new leaflet is in production to let everyone know what is in prospect when the work starts early in the New Year. While there will inevitably be periods when the road is closed and there are also weight restrictions, these will be kept to the minimum or scheduled outside business hours.

The situation with Tesco is unclear, although Harriett Baldwin MP met senior members of the company last week. She will be able to give more detail soon, but in summary, the project is still on hold and they are considering our request that the Section 106 money for the Tenbury Transport Trust might be released before work starts on the supermarket.

We are expecting work to be done to improve the car park section of the site, while the buildings will be fenced off with hoardings.

#### 2. Amenity Site Removal

The plans for the new household recycling site will go to the County planning committee in November and I am confident that they will be approved. This will enable work to start in the New year and the new site to be opened in the spring. Malvern Hills are planning to remove the restrictions concerning levels of employment by companies leasing the land to make this possible.

#### 3. Parking and Palmer's Meadow

Meetings concerning the overflow car park in Palmer's Meadow were completed satisfactorily and I am confident that a really valuable amenity can be added to the car parking facilities of the town without disruption to the recreational area.

#### 4 Fire and Rescue

You will be aware that the H&W Fire and Rescue Authority has decided to confirm the removal of the second fire engine from the Tenbury station in Burford. I read the letter sent by your clerk to the Authority pleading the case for its retention, principally over the concern for the town during flooding.

While I sympathise with this sentiment, I am convinced that the Fire Authority can make appropriate arrangements in such cases. In addition, I am led to believe the same number of volunteer fire personnel will be retained, enabling a fully crewed response when needed.

I understand that the fire services are called out on average once every five days. It seems to me that the chances of requiring two appliances at the same time are remote and that extra resources can be deployed under those circumstances from within H&W or from Shropshire. This was well demonstrated in the recent serious fire at Woodston Farm.

#### 5 HGV signs in Berrington

You will recall that arrangements were in hand to provide signs restricting use of Berrington Road by lorries servicing F W Matthews' premises. I understand the new signs should be erected later this month and I hope they will ensure that all such lorries travel via St Michael's, as is normally the case.

## **6. Applefest**

I would like to congratulate all those involved with the organisation of Applefest on Saturday. It was a splendid occasion and apparently well attended. Personally, I found it most enjoyable and I would also like to thank those responsible for providing excellent weather, and are where I have no influence at all. I hope all the stall holders did good business and that it provided a boost for trade in the town in general.

With luck, by next year, visitors should have access to an overflow car park on Palmer's Meadow so that no-one should be put off by not being able to park nearby and without cost.

**Cllr Ken Pollock  
Martley,  
Worcester  
6<sup>th</sup> October 2014**

## Tenbury Town Council Bank Accounts Summary as at

29/09/2014

Financial Year ending 31/3/15	Petty Cash	Barclays Current A/C 023	Barclays Holding A/C 094 Savings	Barclays Reserve Funds 790	Barclays HLF Grant A/C 143	WCC Deposit A/C	TOTALS
Closing balance at 01/09/2014	37.43	4242.77	20149.39	39452.02	39107.65	946.83	103898.66
Balance at 29/09/2014 (cash	18.22	2461.64	17149.39	39452.02	39102.41	951.64	99117.10
Variance	-19.21	-1781.13	-3000.00	0.00	-5.24	4.81	-4781.56

## APPROVED TRANSACTIONS - CLEARED ACCOUNTS

Payee	Approval Ref	Date	Amounts		Reference
REGAL TENBURY TRUST	DIRECT DEP	01/09/14	367.00		Regal Rent
Barclays	14150104	05/09/14	-12.18		Bank Charges - 13218023
Barclays	14150105	05/09/14		-5.50	Bank Charges - 63885143
Monies Paid In 100138	OTH	05/09/14	791.80		Cheque Deposits
Rigby Taylor	14150106	09/09/14	-375.78		Foliage & Residual Weedkiller
City Signs	14150107	09/09/14	-168.00		PVC Banner
EZ Cleaning	14150108	09/09/14	-15.00		Bus Shelter Cleaning
Jaytee Publicity	14150109	09/09/14	-165.00		Half Page Advert in Tenbury Wells Tour
Jaytee Publicity	14150110	09/09/14	-49.00		Eighth Page Advert in Tenbury Wells Tour
M. Willis Mayor - Reimburse	14150111	09/09/14	-20.00		2 Tickets to Mayor of Bromyard Picnic
British Gas Business	14150112	09/09/14	-22.80		Pump Rooms Gas 17/06/14 - 27/08/14
WCC Deposit Loan Interest		09/09/14		4.81	Interest Received
Orange Payment Processing		10/09/14	-7.38		Groundsman's Phone 24 Aug -23 Sept
Malvern Hills District Council		15/09/14	-424.00		Rates Palmers Car Park
Malvern Hills District Council		15/09/14	-33.00		Rates Pavilion Burgage
Malvern Hills District Council		15/09/14	-301.00		Rates Pump Rooms
Mainstream Digital Ltd		15/09/14	-59.93		Line Rental 14/8 - 13/11 & Call Charges
WCC	DIRECT DEP	19/09/14	218.50		Lengthsman September
Barclaycard	14150113	22/09/14	-312.13		Credit Card Transactions August 2014
MHDC	DIRECT DEP	23/09/14	50.00		Pump Rooms European Election costs
Mr C. Bunn	14150114	25/09/14	-201.25		Lengthsman August
J. G. Banfield & Sons Limited	14150115	25/09/14	-29.69		New Lock and Keys for Burgage
Advantage Business Supplies	14150116	25/09/14	-33.46		Envelopes & A4 Paper
Tav's Café & Pie Shop	14150117	25/09/14	-300.00		Mayor Civic Service Buffet
Mayor Mileage May - Sept	14150118	25/09/14	-239.40		Travel to Civic Functions
EZ Cleaning	14150119	25/09/14	-20.00		Pump Rooms Window Cleaning September
EZ Cleaning	14150120	25/09/14	-15.00		Bus Shelter Cleaning September
Transfer from holding ACCT	FT	25/09/14	3000.00	-3000.00	FUNDS TOP UP
SALARY PAYMENTS SEPT	M6	25/09/14	-4316.21		SALARY PAYMENTS
HMRC	DIRECTDEPOSIT	29/09/14	911.78		VAT Repay Q1
Amazon.co.uk	DIRECTDEPOSIT	29/09/14		0.26	Royalty Payment

<b>TRANSACTION TOTALS for SEPTEMBER</b>	<b>-1781.13</b>	<b>-3000.00</b>	<b>0.00</b>	<b>-5.24</b>	<b>4.81</b>
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## APPROVED CREDIT CARD SPENDING

Payee	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
Burford Nurseries	11/09/14		£ 38.00	£ -	£ 38.00	CC14150009	Hanging Basket Flowers for Pump Rooms

<b>TOTAL FOR SEPTEMBER BILL PAYABLE IN OCTOBER</b>	<b>£ 38.00</b>
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## OCTOBER PAYMENTS CURRENTLY AWAITING APPROVAL

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
Malvern Hills District Council	120026651	04/03/14	APP1415018	£ 424.00	£ -	£ 424.00	DD	Rates Palmers Car Park
Malvern Hills District Council	101107255	04/03/14	APP1415018	£ 33.00	£ -	£ 33.00	DD	Rates Pavilion Burgage
Malvern Hills District Council	120048559	04/03/14	APP1415018	£ 301.00	£ -	£ 301.00	DD	Rates Pump Rooms
Orange Payment Processing		30/09/14	APP1415018	£ 7.38	£ 1.23	£ 6.15	DD	Groundsman's Phone
Barclays	13/08/14 - 14/09/14	18/09/14	APP1415018	£ 10.26	£ -	£ 12.18	14150121	Bank Charges - 13218023
Barclays	13/08/14 - 14/09/14	18/09/14	APP1415018	£ 5.50	£ -	£ 5.50	14150122	Bank Charges - 63885143
HMRC	Q2	06/10/13	APP1415018	£ 3,444.90	£ -	£ 3,444.90	14150123	Q2 NICS & TAX July to Sept 2013
Regal Tenbury Trust Ltd	Regal Support Grant	31/10/14	APP1415018	£ 5,000.00	£ -	£ 5,000.00	14150124	Support Grant Installment 2
West Mercia Supplies	9977065	05/09/14	APP1415018	£ 43.10	£ 7.18	£ 35.92	14150125	Photocopies 23/5/14 - 27/8/14
S J Kirkpatrick	25	26/09/14	APP1415018	£ 45.00			14150126	Repairs to Groundsmans Cart
Barclaycard	September	28/09/14	APP1415018	£ 38.00	£ -	£ 38.00	14150127	Credit Card Transactions September 2014

<b>CURRENTLY OUTSTANDING TO END OCTOBER</b>	<b>£ 9,352.14</b>
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In September the Trust screened 16 sessions of film, 6 broadcast events and staged 3 live shows. Audience attendance was rather poor during the month 5 film sessions played to audiences of less than 10 and 5 more between 11 & 20. Even the broadcast shows failed to inspire more than an average of 50 people. This trend seems to have been repeated across the country, but we may have been additionally hit by the exceptionally good weather and September being a favourite holiday month for our core demographic.

On a brighter subject, our pantomime has started rehearsals and we have an exceptionally talented cast including a number of professional actors.

We have now completed the selection of the dance troupe and babes and this event is now being widely and excitedly anticipated especially in some local schools.

We have now completed the installation of the proximity tag access control system for the front of the Regal, but have a number of ongoing or outstanding maintenance jobs.

1. The display screen in the foyer has a failed VGA sender. It is likely that the cost of replacing this will be uneconomic so we will likely be looking for an alternate solution.
2. One of the emergency lights has failed it's test and will be replaced.
3. The kitchen range has a fault on one of it's burners. This will be attended to when it is next inspected.
4. The automatic sensor in the dressing room has failed and needs to be replaced.
5. There is a leak in the central heating system. This is awaiting parts.
6. The central heating system pressurisation system is faulty and is being investigated.
7. The guttering system is going to be altered (under the original renovation contract)
8. The issue with the switching of the main auditorium lighting is still ongoing.

We have some exciting events now on sales, including the Mistletoe Music showcase which will see three upcoming junior bands performing before the headline act the Misers take to the stage. As part of the package, & with help from a grant from Philip Bates Trust & professional assistance we are supporting the band's with photography, graphic design and advice on PR & stage presentation.

This year's Poppy Concert includes an appearance by the Military Wives Choir.

The Fabulous Ceri Dupree has been booked to perform the Mayor's Charity Concert which will be a night to remember.

We also have Basil Brush, appearing live on stage early next year.