

## TENBURY TOWN COUNCIL 2015/2016 MEETING TC09

Minutes of the meeting of **TENBURY TOWN COUNCIL** held on **MONDAY 7<sup>TH</sup> MARCH 2016 at 7.00pm** at St Michael's Village Hall, Tenbury Wells

**PRESENT:** M. Davies, M. Drummond, A. Eachus, J. Fielder, E. Hudson, D. Ingram  
**[Deputy Chair]** J. Morgan, D. Patrick, S. Perry, E. Weston,

**APOLOGIES:** Cllrs S Bowkett, C Rogers and M Willis **[Mayor]**, Cllr P Grove,  
Cllr T Penn

**IN ATTENDANCE:** WCC - Cllr K. Pollock, PCSO V Snape, PCSO T Howells-Brown,  
1 Member of the Public, 2 Members of the Press, Town Clerk, Assistant Town Clerk

### 9.1 APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs S Bowkett, C Rogers and M Willis.  
**RESOLVED** that apologies be accepted.

### 9.2 DECLARATIONS OF INTEREST

None.

### 9.3 PUBLIC PARTICIPATION (15 MINUTES MAXIMUM DURATION)

None.

### 9.4 TO BE UPDATED BY THE POLICE COMMUNITY SUPPORT OFFICERS ON ANY POLICE ISSUES WITHIN THE TOWN

PCSO Snape gave a report to the meeting. Kieran Pheasey had been given a behaviour order and injunction for 3 years to prevent him from entering Tenbury and Wheeler Orchard.

There had been 4 incidents of disorder and assaults within the Town but following enquiries no witnesses had come forward.

With regard to outbuildings and sheds there had not been many incidents of breaking in however one outbuilding had been targeted 3 times therefore safety measures including a camera has now been installed.

There had been 2 burglaries in Mount Orchard. Scenes of Crime have been involved and on-going enquiries are continuing.

Two youths had been reported in the Oaklands, Boraston Drive and Kyreside helping themselves to cars that were easy to break into.

With regard to drink/driving since February there had been 3 incidents of being over the limit and 1 member of the public was disqualified from driving.

There are going to be speed enforcement measures on Bromyard Road and Oldwood Road.

Queries had been raised regarding a BBC programme called Countryside 999 which had recently filmed in Tenbury. Members were concerned about the way the town might be represented during filming. PCSO Snape stated that this was a programme which highlighted services including the Police, Fire Service, Emergencies Services and Air Ambulance within Rural Britain.

During filming the Police had received some reports from the public of possible illegal drugs and underage drinking in Tenbury. Sniffer dogs had been used, this was filmed for the programme.

PCSO Snape stated that the Police did not have any editorial control over the programme but always sought to portray and support Tenbury in a positive way.

### **QUESTIONS/COMMENTS FROM COUNCILLORS**

Cllr Hudson asked about the speeding measures along Oldwood Road. PCSO Snape stated that PC Richard Foxall, the Safer Neighbourhood Officer was trained in the use of the Speed Laser Gun and would be looking at that stretch of road.

Cllr Weston stated that since Christmas young men seem to be revving their engines of cars in Teme Street and then speeding off and asked if the Police were aware of this. PCSO Snape stated that they had not received any reports on this but a Section 59 notice [anti-social behaviour notice], would be issued to those responsible if the registration numbers of those cars could be established. PCSO Snape stated that once the Section 59 notice had been issued if the person continued to behave in this way, the vehicle could be taken off them.

Cllr Ingram had received a report that evening of scooters being in the vicinity of the Skate Park. PCSO Snape confirmed that there had been reports on this in the past and 3 members of the public had their bikes confiscated. Both PCSO Snape and PCSO Howells-Brown stated that they would remain vigilant in this area.

## **9.5 WORCESTER COUNTY COUNCILLOR'S REPORT – CLLR K. POLLOCK**

Cllr Pollock delivered his report **[ATTACHED APPENDIX A]**.

Cllr Pollock stated that final snagging of Public Realm Phase 1 would be started this week. This will involve the improvement of some block cutting and mortar work and the replacement of broken kerbs. The painting of the white lines on the car park outside Bowkett's will happen soon. Cllr Pollock stated that it was his intention that there should be a 20 mph limit on Teme Street and Market Street to help slow traffic in general and make the raised table areas more likely to be shared by pedestrians and vehicles. County Council have preferred to wait for the second phase to be completed. Cllr Pollock stated that he was pressing again that the limit be imposed now, to avoid vehicles driving too fast for the raised table ramps.

A speed measurement that took place indicated average speeds well above the 30 mph through St Michael's. There seemed to be a sense that, as there had not been any accidents, there was no need to do anything, despite reports of danger to pedestrians that seemed to be discounted. Cllr Pollock stated that he was pursuing further remedial actions in terms of extra signage and maybe a 40 mph limit to the west of the village, to slow drivers before they reach the church and the crossroads.

Cllr Pollock recommended a mirror be erected in the corner of the churchyard for traffic leaving the Berrington Road.

A suggestion had been made that the familiar white village gates be erected at the base of the 30mph signs. This has received support from some residents, who believe it would slow motorists. Cllr Pollock stated he was prepared to support the idea with some money from his Divisional Fund but the cost would amount to some £2,200 and he would appreciate some financial support from the Town Council. Cllr Pollock stated that he was reluctant to commit more than £1,000 of the total £10,000 to any one project in the division.

#### **QUESTIONS/COMMENTS FROM COUNCILLORS**

Cllr Hudson asked Cllr Pollock if he was willing to fund the cost of the mirror for St Michael's and he confirmed that he would do this if the Town Council were willing to make a provision for the white village gates which would help towards the total cost of £2,200.

Cllr Weston stated that there were many signs within Tenbury which were very dirty and could not be read easily and was that something Worcestershire County Council would do.

Cllr Pollock stated that this can be reported via the Worcestershire County Council website or it could be a job that the Lengthsman would be willing to do however not all Lengthsman would do this.

Cllr Eachus stated that the Tenbury Bridge did not seem to have been cleaned since it was refurbished some time ago and needed pressure washing and tidying up around the base of the bridge rails where moss and weeds were now growing. Cllr Pollock stated that he would look into this as it should be maintained.

#### **9.6 MALVERN HILLS DISTRICT COUNCILLOR'S REPORT – CLLR P GROVE**

Cllr P Grove had given apologies to the meeting as Cllr T Penn and himself were both attending a Members' Briefing on the South Worcestershire Development Plan and a five year Land Supply update on development management decision making. Cllr P Grove had submitted his report **[ATTACHED APPENDIX B]**.

Members noted the report and Cllr E Hudson suggested that due to the Housing and Planning Bill being passed by the Commons and is now being considered by the House of Lords, Planning Officers or alternatively Cllr Grove or Cllr Penn should be invited to a Planning Meeting to update Members on the potential implications with regard to Starter homes. This was fully supported by Members.

**That Planning Officers be invited to a Planning Meeting to discuss potential implications of the Housing and Planning Bill.**

**9.7 TO CONFIRM THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON THE 1<sup>ST</sup> FEBRUARY 2016**

**RESOLVED [9 FOR AND 1 ABSTENTION]** The minutes of the meeting held on the 1<sup>st</sup> February 2016 were confirmed and signed by the Chairman as a true and correct record of proceedings.

**9.8 TO RECEIVE THE MINUTES AND APPROVE THE RESOLUTIONS OF THE MEETINGS OF THE PLANNING COMMITTEE HELD ON THE 29<sup>TH</sup> FEBRUARY AND THE FINANCE AND STAFFING COMMITTEE HELD ON THE 29<sup>TH</sup> FEBRUARY 2016**

**RESOLVED [9 FOR AND 1 ABSTENTION]** The minutes of the Planning Committee and the Finance and Staffing Committee were received and resolutions approved.

**9.9 TO APPROVE THE MONTHLY ACCOUNTS FOR JANUARY 2016 AND THE OUTSTANDING ACCOUNTS FOR FEBRUARY/MARCH 2016 AS RECOMMENDED BY THE FINANCE AND STAFFING COMMITTEE ON 29<sup>TH</sup> FEBRUARY 2016**

**RESOLVED [9 FOR AND 1 ABSTENTION]** The Monthly Accounts be approved and the Outstanding Accounts be approved for payment [ATTACHED APPENDIX C].

**9.10 TO CONSIDER THE PRICE TO BE SET FOR THE TENBURY TOWN COUNCIL BADGES**

Cllr Drummond stated that the magnet on the badges was not sufficient and had to be made bigger. She had spoken with the Company who had produced them and they would do the 25 magnet badges free of charge. Cllr Drummond reminded Members that it had been agreed that all Members would purchase their own badge should they wish to and she proposed [seconded by Cllr Hudson], that each badge [whether a pin or magnet badge], be set at a price of £10.00 each.

**RESOLVED [7 FOR 3 ABSTENTIONS]** that £10.00 be set for the Tenbury Town Council Badges.

**9.11 TO BE UPDATED ON THE NEIGHBOURHOOD PLAN**

Cllr Eachus tabled his report [**ATTACHED APPENDIX D**].

Cllr Eachus informed Members that a start-up meeting with Kirkwells had taken place on the 18<sup>th</sup> February and Structures, Aims, Key Issues and defining The Vision were all discussed. Kirkwells were now busy undertaking a series of desk top and fact finding studies and commencing discussions with MHDC and Shropshire Council. The next meeting with Kirkwells was arranged for the 28<sup>th</sup> April 2016.

An Awareness Meeting was taking place on Thursday 17<sup>th</sup> March 2016 at 6.30 pm, and Cllr Eachus stated that it was very important that all Members attended. This is an invite only event with the object of informing and raising awareness and to canvas volunteers particularly from the business and charities sectors.

An Agreed Vision that describes what we want our two Parishes to look like in 15-20 years time had been agreed. The grant application for the maximum amount had been completed. Dawn and Cllr Eachus had met with The web designer and initial proposals would be available before the end of the month. Cllr Eachus stated that the web site for the Neighbourhood Plan would be easy to use.

Cllr Eachus suggested that hard copies of all documents are placed in a folder and held in The Pump Rooms and accessible to all as not everyone had access to IT facilities.

**9.12 TO BE UPDATED ON PROGRESS WITH THE ANTI-DOG FOULING CAMPAIGN AND THE CLEAN FOR THE QUEEN INITIATIVE**

The cameras being purchased by the Town Council was in progress.

Cllr Perry stated that the Clean For the Queen Initiative had taken place on Saturday 5<sup>th</sup> March and was supported by the Brownies, Rangers and members of the public. The areas covered were the banks of Palmers Meadow and the side of Kyre Brook and 20 bags of rubbish were collected.

**9.13 TO RECEIVE AND UPDATE ON THE REGAL AND ITS MANAGEMENT BY THE REGAL TENBURY TRUST**

Mr Little referred to his report [**ATTACHED APPENDIX E**].

Mr Little stated that in February a number of electrical failures happened in the building. The Aisle lighting system had to be repaired as a section of the cable had corroded leading to short circuits. The fire shutter control mechanism also overloaded blowing its fuses. The Community Centre emergency lighting charging system developed a fault and the control switch was replaced.

The Clerk stated that the refurbishment of the Regal did not include replacement of the electrics.

**9.14 CORRESPONDENCE FOR INFORMATION**

The Clerk referred to the recent email circulated to all Members from County Councillor Anthony Blagg regarding the Tree Planting Project which included free trees for Communities with Parish and Town Councils. This project was supported by the Woodland Trust who are saying thank you to those who made sacrifices in the First World War by planting millions of native trees across the UK, creating beautiful spaces for the next generation.

**Members agreed that this was something they wished to consider and requested that it should be included on the next Facilities Agenda.**

The Clerk referred to a recent email circulated to Members regarding the South Worcestershire Rural Communities Project which was a way of engaging with rural communities, ensuring they are aware of local services, and that these services are provided and received in the most effective way.

As part of the project they aim to do door knocks across the district, where officers and volunteers knock on residents doors to let them know about local services and make referrals to service providers on their behalf. The project is currently being delivered in Wychavon but in the first phase of the project Tenbury would be included and the project might be an additional way of promoting the Neighbourhood Plan. There is a meeting taking place on the 7<sup>th</sup> April at 10.00 am at Malvern Hills District Council. The Clerk asked that any Member who wished to attend to let her know.

**9.15 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA**

Cllr Hudson requested that the purchase of the white gates at the entrance of St Michael's village be considered at the next Full Council Meeting.

Meeting closed at 8.00 pm

Signed.....

Date .....

**TENBURY TOWN COUNCIL MEETING****07.03.16****COUNTY COUNCILLOR REPORT****1. Public Realm**

The final snagging work for the Public Realm phase 1 will be started this week. The delay was mainly to avoid the sort of bad winter weather that we might have expected but has not really appeared.

This will involve detail improvement of some block cutting and mortar work and the replacement of broken kerbs. In addition, there will be new bollards in the footway outside Bowkett's after reports of vehicles running on the footway in the raised table area. This is mainly due to the narrow carriageway there, but the bollards should restore pedestrian safety.

A third bollard will be provided outside No 9 Cross Street. Martin Hunt has investigated the ingress of water to the premises in that area mentioned last month. Although no such ingress seemed to be happening when he visited in a rain storm, further work is planned to ensure no water gets under the doors.

I expect that the promised painting of white lines on the car park outside Bowkett's will happen on a quiet Sunday soon. I notice that the loading bays in Teme Street have at last been designated properly and have requested the civil enforcement officers to take tough action against commercial vehicles parking partly on the footway in Teme Street.

It had always been my intention that there should be a 20mph limit on Teme Street and Market Street, to help slow traffic in general and make the raised table areas more likely to be shared by pedestrians and vehicles. I am disappointed that so far the county officers have preferred to wait for the second phase to be completed. In the absence of a timetable for that to happen, I have pressed again that the limit be imposed now, to avoid vehicles driving too fast for the raised table ramps.

**2. Road Works**

Next week there are a number of roadworks taking place in the area. On Monday and Tuesday, road resurfacing takes place in Mamble, on Wednesday and Thursday, the same will happen on Kyrewood road, requiring closure of the road, and then on Friday, there will be remedial work on St Mary's Close and Berrington Road.

On Monday, work will start on restoring the car park where the household recycling centre has been sited. I hope at the end of that effort, the tarmac in that area will be appropriately smooth and durable. A new Traffic Regulation order will come into force soon around the turning on the Bromyard Road at Kyreside. The provision of double yellow lines in that area should eliminate the dangerous parking that has been seen at times in that busy area by the garage and coop.

A councillor has reported damage to road signs on Kyrewood Road. I am grateful for the information but would point out that the best first step is to report these problems on the County Council website as this is the most efficient way to get the problem on to the work rota.

Incidentally, the pothole that caused my puncture on the A443 at Stockton Bank, on the 4<sup>th</sup> January on my way to the Town Council, will be remedied on Wednesday, when the road will be closed for the day for the day for appropriate road resurfacing.

**3. St Michael's speeding**

It is appropriate as we are meeting in St Michael's Hall to mention the situation about speeding through this area. The speed measurement that took place indicated average speeds well above the 30mph limit, as the residents knew well. Sadly the safer roads partnership did not feel they could

station a vehicle to apprehend and deter speeding motorists, and recognised that speed humps and the like are inappropriate.

There seemed to be a sense that, as there had not been any injury accidents, there was no need to do anything, despite reports of danger to pedestrians that seemed to have been discounted. I am pursuing further remedial actions in terms of extra signage and maybe a 40 mph limit to the west of the village, to slow drivers before they reach the church and the crossroads.

I would repeat my recommendation that a mirror be erected in the corner of the churchyard for traffic leaving the Berrington road. It is not the ideal location but would be effective and needs no council approval.

A suggestion was made that the familiar white village gates be erected at the base of the 30mph signs. This has received support from some residents, who believe it would slow motorists. I am prepared to support the idea with some money from my Divisional Fund, but the cost would amount to some £2,200 and I would appreciate some financial support from the Town Council to bring this about. I am reluctant to commit more than £1,000 of the total £10,000 to any one project in the division.

One aspect of the danger to pedestrians is the narrowness of the footway on the north side of the road. Work to widen this as much as possible by extending the tarmac and cutting back the grass is scheduled to start on the 2<sup>nd</sup> June.

**Cllr Ken Pollock**  
**Martley,**  
**Worcester,**  
**WR6 6QA**

**07.03.16**

Dear Mayor, Town Clerk and Town Councillors.

Our apologies, not being with you this evening,

We are both attending a Members' Briefing on the South Worcestershire Development Plan ( SWDP) and Five Year Land Supply update re development management decision making.

Therefore our report,

As we are at a SWDP meeting, therefore I feel you should be aware of the following,

Housing and Planning Bill update,

The Housing and Planning Bill has passed the commons and is now being considered by the House of Lords. It features a series of major policy announcements which have implications for us locally. The key parts of the bill and potential implications for us are detailed below.

Starter homes,

Development of 200,000 Starter Homes, available to qualifying first time buyers under 40 years of age, at a discount of at least 20 per cent less than the market value.

Can purchase property up to £250,000 of market value outside of London. At the end of a five year period the purchaser will be free to sell at full market value.

Councils will have a duty to promote the supply of starter homes. There will be new regulations stating councils 'may only grant planning permission for a residential development of a specified type if the Starter Homes requirement is met'.

Duty on councils to provide plots of land for self-build,

Duties on councils to keep, and have regard to, registers of people seeking land for self-build and custom housebuilding. Councils will have to provide enough plots of land available to meet demand from self-builders – including sites that could be developed for other residential housing. Self-builders include individuals and associations of individuals, whether or not they employ a builder or not, as long as the self-builders live in the finished property.

Automatic granting of planning consent – Bill amended,

Government will be able to allow planning applications to be dealt with by a person designated by the secretary of state. The final decision will remain with local authority members but the Bill will allow applications to be processed outside of the authority.

Tackling rogue private sector landlords,

The bill introduces the creation of a national database of rogue landlords and Letting Agents to be maintained by councils. Local authorities will be able to apply for banning orders against rogue landlords and lettings agents operating where they have committed one Crown Court or two Magistrate Court offences. Minimum ban would be for six

months and financial penalties can be applied up to £5,000. Banned landlords cannot transfer properties to persons associated with them. Duties on councils to ensure banned landlords remain in the database for the duration of the ban only. Ability to get rent repayment orders against landlords, tenants or councils can apply.

### **Trial introduction of iPads for members,**

As part of our drive to cut costs, improve efficiency, modernise and take advantage of current technology, we are going to trial an electronic system of delivering agenda packs and other important information to you. This idea was raised by and discussed at the Member Liaison Group chaired by Cllr David Chambers.

The proposal is to purchase iPads for a trial from April, initially for the Executive Committee and senior officers, and the MLG, who would then use the modern.gov app (this is software which we already have and use and is widely used in local government to electronically provide agendas and minutes) to access papers for meetings instead of paper copies. If this trial is successful it will be rolled out to all members.

Experiences in other councils suggest that, once officer time and other savings related to the switch to an electronics system are factored in, the savings can be considerable. These iPads remain the property of the council.

### **EU Referendum date.**

As you are all aware the Prime Minister has announced the referendum on the United Kingdom's membership of the European Union will be 23 June 2016.

This will clearly have an impact on us, particularly our elections team, as a high turnout is expected due to the significance of the vote. Although purdah for the EU referendum will not officially begin until mid to late May, it is important that as a council we remain neutral during the debate, which has clearly already started. The Electoral Commission advice on this is very strong.

I and members of the elections team have already attended meetings with other councils across the country to discuss some of the challenges this will pose to us while maintaining our normal day-to-day work. I will be meeting with the elections and communications teams in the near future to discuss this issue further and our approach.

Phil Grove,

## Tenbury Town Council as at end January 2016

prepared 23/02/2016

	CURRENT UNITY TRUST	RESERVES UNITY TRUST	Alto Card & Petty Cash	WCC Deposit A/C	TOTALS
Financial Year ending 31/03/16					
Balance at 31/12/2015 (cash at bank and in hand)	27941.53	77735.25	88.17	955.43	106720.38
Balance at 31/01/2016 (cash at bank and in hand)	15908.46	77735.25	88.17	955.43	94687.31
Variance	-12033.07	0.00	0.00	0.00	-12033.07
APPROVED TRANSACTIONS - CLEARED ACCOUNTS					
Payee	Payment Ref	Date	Amounts		Reference
Regal Tenbury Trust		08/01/16	367.00		Regal Rent
WCC		08/01/16	218.50		Lengthsman October
Orange Payment Processing	1516213	11/01/16	-7.44		Groundsman's Phone
WCC		11/01/16	224.25		Lengthsman November
N Power	1516211	12/01/16	-145.13		Electricity Sports Pavilion Rooms - 29/09/15 - 25/12/15
Malvern Hills District Council	1516226	15/01/16	-432.00		Rates Palmers Car Park
Malvern Hills District Council	1516227	15/01/16	-34.00		Rates Pavilion Burgage
Malvern Hills District Council	1516228	15/01/16	-307.00		Rates Pump Rooms
Mainstream Digital Ltd	1516230	15/01/16	-4.52		Call Charges 30/11/15 - 17/12/15
Mainstream Digital Ltd	1516231	15/01/16	-64.76		Quarterly Rental Charges - 12/12/15 - 11/03/16
Blissful Births		19/01/16	18.00		Hire Pump Rooms
HMRC	1516229	21/01/16	-3208.26		Q3 NICS & TAX Oct to Dec 2015
Barclaycard	1516214	22/01/16	-146.62		Credit Card Transactions December 2015
Cllr Mark Willis - Mayor	1516207	27/01/16	-101.70		Mileage Claim
MTM Contracting Ltd	1516208	27/01/16	-1650.00		Mowing Oct & Dec 2nd Riverbank Cut & Shrub Bed Re
GE Bright	1516209	27/01/16	-118.50		Pump Rooms PAT Testing
Minerva Publications	1516210	27/01/16	-118.80		Advert in Ludlow Lifestyle Weddings Issue
Herefordshire Housing	1516212	27/01/16	-28.21		Clerk Lone Worker Alarm
Herefordshire Fire Alarm Serv	1516215	27/01/16	-108.00		Service of Fire Alarms
West Mercia Supplies	1516216	27/01/16	-185.33		Photocopy Charges 26/08/15 - 07/12/15
J G Banfield & Sons Ltd	1516217	27/01/16	-18.60		Wood Preserver
Caldicott Bros	1516218	27/01/16	-65.00		Paint, Varnish, Sanding Sheets and Pegs
N Power	1516219	27/01/16	-620.07		Footpath Lighting - D2m & D2d - 01/10/15 - 31/12/15
N Power		28/01/16	-10.47		Electric Changing Rooms
Mr C. Bunn	1516220	27/01/16	-212.25		Lengthsman for December
A H Caldicott & Sons	1516221	27/01/16	-227.59		Pavilion Roof Repairs
Herefordshire Fire Protection	1516222	27/01/16	-104.75		Service of Fire Extinguisher
West Mercia Supplies	1516223	27/01/16	-108.36		Photocopier Lease 13/02/16 - 12/05/16
Carpenter Goodwin	1516224	27/01/16	-130.00		Lawnmower and Strimmer Service
Opus Energy	1516225	27/01/16	-74.18		Electric - Pump Rooms - 12/12/15 - 11/01/16
Chris Holloway	1516232	27/01/16	-240.00		Various repair works to Council property
SALARIES M10	M10	28/01/16	-4389.28		SALARIES M10
<b>TRANSACTION TOTALS for JANUARY 2016</b>			<b>-12033.07</b>	<b>0.00</b>	<b>0.00</b>

## APPROVAL OF PAYMENTS

## FEBRUARY PAYMENTS

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Ref.
Newsquest Media Group	14059016	22/01/16	1516233	£ 48.00	£ 8.00	£ 40.00	Wedding feature - Ludlow Advertiser
Orange Payment Processing	1224896898	24/01/16	1516234	£ 7.44	£ 1.24	£ 6.20	Groundsman's Phone
Mr C. Bunn	January	01/02/16	1516235	£ 218.50		£ 218.50	Lengthsman for January
Activ Web Design	226	25/01/16	1516236	£ 150.00		£ 150.00	On-going support, maintenance & hosting of Town Council
Ludlow Mayor's Charity Event		01/02/16	1516237	£ 60.00		£ 60.00	Two tickets for Mayor M Willis
Adrian Hope Tree Services	9742	29/01/16	1516238	£ 462.00	£ 77.00	£ 385.00	Tree work on Oak Tree at The Burgage
EZ Cleaning	36	02/02/16	1516239	£ 35.00	£ -	£ 35.00	Bus Shelter & Pump Rooms Window Cleaning
CMP Consult	1113/15	04/01/16	1516240	£ 50.00	£ -	£ 50.00	Skate Park PCC fund application
Caldicott Bros	10449	01/01/16	1516241	£ 15.45	£ 2.57	£ 12.88	Bow Saw & WD40
Mainstream Digital Ltd	724977	31/01/16	1516242	£ 3.67	£ 0.61	£ 3.06	Call Charges 05/01/16 - 29/01/16
Pershore Mayor Charity Concert			1516243	£ 20.00		£ 20.00	Two tickets for Mayor M Willis
Upton Mayor Charity Evening			1516244	£ 30.00	£ -	£ 30.00	Two tickets for Mayor M Willis
SNA Manufacturing	15219	27/01/16	1516245	£ 352.20	£ 58.70	£ 293.50	Tenbury Town Council Badges
J G Banfield & Sons Ltd	85	10/02/16	1516246	£ 263.50		£ 263.50	Repair to Regal rear entrance door - fitting of glass
Opus Energy	19756053	12/02/16	1516247	£ 85.63	£ 4.08	£ 81.55	Electric Pump Rooms 12/01/16 - 11/02/16
Andy's Mower Servicing	18	15/02/16	1516248	£ 215.00		£ 215.00	Mower Servicing
SALARY PAYMENTS FEB	February	25/02/16	M11	£ 4,222.36	£ -	£ 4,222.36	M11 SALARY PAYMENTS

<b>TOTAL</b>	<b>£ 6,238.75</b>
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## MARCH PAYMENTS CURRENTLY AWAITING APPROVAL

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
<b>CURRENTLY OUTSTANDING TO END MARCH</b>								
				<b>£</b>	<b>-</b>			

## TENBURY AND BURFORD NEIGHBOURHOOD PLAN STEERING GROUP

Progress Report to Town Council, Meeting 07 March 2016, Pump Room

**The Consultants**

We had a start up meeting with Kirkwells on 18 February 2016. We covered a lot of ground including Structures, Aims, Key Issues and defining The Vision. Kirkwells are now busy undertaking a series of desk top and fact finding studies and commencing discussions with MHDC and Shropshire Council - there will be lots to discuss at our next meeting with them on 28 April 2016.

**Agreed Vision** - describes what we want our two Parishes to look like in 15-20yrs time.

The Vision for Tenbury and Burford is one of a strong, thriving and healthy community where both the quality of the built environment and the rural character of the settlements is preserved and enhanced for the enjoyment of people of all ages.

**Grant Application**

Dawn and Kirkwells completed the online application form which was submitted and registered as received by Locality the government administration agency responsible for grant management. We do not anticipate any problems. Maximum grant now available is £9000.00.

**Structures** - these are a series of written statements setting out how we operate.

To date we have completed The Scoping Document, Term of Reference, Proposed Group Organisation Chart, Task Monitoring Schedule and our Communications Strategy. A Project Plan defining key stages with target dates will also be required. All these documents will in due course be uploaded to the web site. Revisions and further documents may be required as The Project progresses.

**Area Designation**

We are still awaiting confirmation from MHDC for approval as a Neighbourhood Plan Area and this should come through later this month.

**Awareness Meeting**

The Steering Group is holding a meeting in The Pump Rooms on Thursday 17 March 2016 at 6:30pm. Invites are about to be sent out to all members of the community that have already registered an interest in getting involved in the Project and to key Stakeholder Groups. This is an invite only event with the objective of informing and raising awareness and to canvass Volunteers particularly from the business and charities sectors. This will be an informal event and light refreshments will be available. Without doubt this event will also be a great opportunity for Steering Group members to meet Volunteers, share The Vision and to exchange views.

**Web Site**

Dawn and I briefed the web designer last week and we hope to receive initial proposals before the end of the month. A good and easy to use web site will be a vital communications tool. I also suggest that hard copies of all documents are placed in a folder and held in The Pump Rooms and accessible to all.

**Regal Trust Report Feb 2016**

## Attendance figures

Feb 2013 1261 patrons

Feb 2014 1698 patrons

Feb 2015 2074 patrons

Feb 2016 1498 patrons

A disappointing month with a limited choice of good titles available to us. Although Danish Girl and Revenant performed better than expected they were no match for last years The Theory of Everything.

The half term films (Snoopy & Pan) were also less popular titles than last years (Penguins of Madagascar & Annie).

The Musical Theatre School has now restarted with new tutors and the numbers attending are close to our maximum capacity in the older age group.

We have also announced our intention to form the Regal Theatre Company for adults and are in the process of collating information about what people want.

February saw a number of electrical failures in the building. The Aisle lighting system had to be repaired as a section of the cable had corroded leading to short circuits. The fire shutter control mechanism also overloaded blowing its fuses. Also the Community Centre emergency lighting charging system developed a fault and the control switch was replaced.