

TENBURY TOWN COUNCIL 2024/25 MEETING TC01

**Minutes of the meeting of TENBURY TOWN COUNCIL held on
Monday 8th April 2024 at 7.30 pm
in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA**

PRESENT: Cllrs S. Bowkett, L. Davies, M. Davies, N. Ferguson, D. Ingram, D. Patrick [Chair] and R. Perrin.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk, Malvern Hills District Council Cllr. L Bruton, Cllr. A. Wilmott, one member of the public and 3 candidates for co-option.

C24.01 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. F. Gittens due to a family commitment.

C24.02 CO-OPTION

Members considered the application for Co-option for the vacancy of office of Councillor to represent St. Michaels Ward.

It was proposed by Cllr. L. Davies seconded by Cllr. R. Perrin and unanimously

RESOLVED:

Mr R. Connolly was duly elected as Councillor to represent the St. Michaels Ward. Cllr. Connolly duly signed the Declaration of Acceptance of Office and Code of Conduct, which was witnessed by the Proper Officer for the Town Council

Members considered the applications for Co-option for the four vacancies of office of Councillor to represent the Town Ward.

It was proposed by Cllr. N. Ferguson seconded by Cllr. M. Davies and unanimously

RESOLVED:

Mr. E. Bunting was duly elected as Councillor for the Town Ward.

Cllr. Bunting duly signed the Declaration of Acceptance of Office and Code of Conduct, which was witnessed by the Proper Officer for the Town Council

It was proposed by Cllr. N. Ferguson seconded by Cllr. D. Ingram and unanimously

RESOLVED:

Mr. S. Russell was duly elected as Councillor for the Town Ward. Cllr. Russell duly signed the Declaration of Acceptance of Office and Code of Conduct, which was witnessed by the Proper Officer for the Town Council

It was proposed by Cllr. D. Patrick seconded by Cllr. M. Davies and unanimously

RESOLVED:

Mr. A. Gould was elected as Councillor for the Town Ward.

C24.03 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.



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C24.04 DISPENSATIONS

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

C24.05 PUBLIC PARTICIPATION

Public Question Time – General

None.

C24.06 MINUTES

To approve and sign the minutes of the meeting of Tenbury Town Council held on 4th March 2024.

It was proposed by Cllr. M. Davies seconded by Cllr. R. Perrin and unanimously

RESOLVED:

The minutes of the meeting of Tenbury Town Council held on 4th March 2024 were confirmed as a true and accurate account of the meeting. The minutes were duly signed by the Chair as a true and accurate record of the proceedings.

C24.07 DRAFT MINUTES OF COMMITTEE MEETINGS

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

- (i) Facilities Committee – 11th March 2024
- (ii) Finance & Staffing Committee – 25th March 2024

It was proposed by Cllr. L. Davies seconded by Cllr. S. Bowkett and unanimously

RESOLVED:

To note the draft minutes of the following Committee meetings:

- (i) **Facilities Committee – 11th March 2024**
- (ii) **Finance & Staffing Committee – 25th March 2024**

C24.08 WEST MERCIA POLICE COMMUNITY CHARTER

Members discussed the renewal of the West Mercia Safer Neighbourhood Police Community Charter Contract for the period April – June 2024 regarding the top three community issues.

Following a discussion it was proposed by Cllr. D. Patrick and seconded by Cllr. N. Ferguson and unanimously

RESOLVED:

To agree the top three community issues for the West Mercia Safer Neighbourhood Police Community Charter Contract for the period April – June 2024 to be:

- (i) **Anti-Social Driving.**
- (ii) **Drugs**
- (iii) **Drunken behaviour.**

C24.09 CYBER AND FRAUD AWARENESS SESSION

Members considered requesting a community Cyber & Fraud awareness session.



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It was proposed by Cllr. N, Ferguson seconded by Cllr. S. Bowkett and unanimously

RESOLVED:

To agree requesting a community Cyber & Fraud awareness session through West Mercia Cyber Crime Team.

C24.10 PROPOSED PROHIBITION OF WAITING TIME AT ANYTIME

Members considered the proposed extension of existing double yellow lines along the B4214 Bromyard Road, Tenbury following concerns raised by the local police.

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

RESOLVED:

To agree the following comments regarding the proposed prohibition of waiting at any time.

- (i) The Town Council supports Tenbury CofE Primary Academy's request for double yellow lines to be extended by More House and Burleigh House rather than the proposed section.**
- (ii) 20mph limit to be introduced at the start and end of the school day, which is in place on Oldwood Road for the High School.**
- (iii) Consideration of a lollipop control.**
- (iv) Overall review of the measures along the road and consideration for a crossing point.**

C24.11 INSURANCE RENEWAL 2024/2025

- (i) Members noted the insurance renewal with Zurich Municipal at a cost of £9,085.48 for the period 1st April 2024 – 31st March 2025, with 2024/25 being the second year of a 3-year Long Term Agreement.**
- (ii) Members considered any amendments to the policy renewal.**

It was proposed by Cllr. S. Russell seconded by Cllr. R. Connolly and unanimously

RESOLVED:

- (i) To agree the amendments to the policy renewal including the inclusion of new equipment including two benches and a new laptop computer and the removal of items including the obsolete Toshiba laptop and the outgoing projector from The Regal.**
- (ii) To undertake a building reinstatement valuation.**

C24.12 BANK MANDATE

It was proposed by Cllr. D. Ingram seconded by Cllr. R. Perrin and unanimously

RESOLVED:

To agree Cllr. R. Connolly and Cllr. N. Ferguson to be added as authorised signatories on the Bank Mandate for which two Councillors sign any order for payment.



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Current authorised signatories – Cllr Patrick, Cllr Bowkett & G. Brittain (to be removed once the mandate has been updated).

C24.13 PAYROLL SERVICE LEVEL AGREEMENT

It was proposed by Cllr. N. Ferguson seconded by Cllr. S. Bowkett and unanimously

RESOLVED:

- (i) **To agree the Service Level Agreement with Shropshire Council for Payroll Services for the period 1st April 2024 – 31st March 2025 at a cost of £1,003.00 (Not-for-profit quotation).**
- (ii) **To agree the option for Shropshire Council to administer BACS payments on behalf of the Town Council with a setup charge of £50.00 and an additional annual amount of £25.00 to be added to the Service Level Agreement.**

C24.14 ROSPA PLAY SAFETY INSPECTION REPORTS

Members noted the RoSPA Play Safety Inspection Reports and required actions.

C24.15 TAXBASE 2024/2025

Members noted the revised 2024/25 Taxbase of 1,223.42, which is an increase of 1.25% (15.13 Band D equivalent properties) and Band D of £179.35, which is an increase of 3.76% or £6.50 per annum.

C24.16 TENBURY AREA PARTNERSHIP

Members noted the letter from Tenbury Area Partnership and response regarding the position of the Neighbourhood Plan.

C24.17 TALK TO TOM SURGERY

Members noted the 'Talk to Tom' surgery at the Welcome Space with the Leader of Malvern Hills District Council on Friday 12th April at 10:00am.

The Town Clerk was requested to arrange an evening session of 'Talk to Tom' for residents not available in the day.

C24.18 PORTRAIT OF HIS MAJESTY THE KING

Members noted a free portrait of His Majesty King Charles III has been ordered via the Government, which was offered to all Town and Parish Councils

C24.19 REPRESENTATIVES ON OUTSIDE BODIES

To receive reports from the representatives on outside bodies:

- (i) **CALC Area Meeting** – Mayor & Deputy Mayor – No report.
- (ii) **Regal Tenbury Trust Ltd** – Mayor & Town Clerk – The funding for a new projector has been sourced. The trust is looking for a new treasurer.
- (iii) **Tenbury Area Partnership** – Deputy Mayor – Next meeting Wednesday 10th April.
- (iv) **Tenbury Museum** – Cllr Patrick – Cllr. Patrick stated that there is nothing new to report from the museum.
- (v) **Chamber of Trade** – Cllr. M. Davies– No report.



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- (vi) **Philip Baylies Trust** – Cllr Ingram – The trust is meeting on Wednesday 10th with the Malvern Hills District Council Town Centre Support Team regarding assistance with fundraising for repairs to the Round Market
- (vii) **Tenbury French Twinning Association** – Cllr L. Davies – No report
- (viii) **Tenbury Blooms** – Cllr L. Davies – Cllr. Davies stated that the trees, which had been pulled out of the planters in Teme Street have been given lots of care and are almost ready to be replanted.
- (ix) **Malvern Hills District Youth Action Network** – Town Clerk – No report.

C24.20 EXCLUSION OF PRESS AND PUBLIC

Members considered the exclusion of 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.

C24.21 LLOYD-JONES FOUNDATION

Members noted the documents agreed by the Working Party.

C24.22 LEASES

Members received an update from the Town Clerk.

C24.23 RE-ADMISSION OF PRESS AND PUBLIC

There being no further confidential business, Members agreed a motion to readmit the press and public for the remainder of the meeting.

C24.24 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

A Member asked if a letter of thanks could be sent to Dr Foster on his retirement, thanking him for his commitment and dedication to the residents of Tenbury.

C24.25 DATE AND TIME OF NEXT MEETING

Monday 13th May 2024 at 7:00pm – Annual Council Meeting

Meeting closed at 9.00pm

Signed

Date

