

TENBURY TOWN COUNCIL 2024/25 MEETING TC05

Minutes of the meeting of TENBURY TOWN COUNCIL held on
Monday 9th September 2024 at 7.00 pm
in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA

PRESENT: Cllrs S. Bowkett, E. Bunting, R. Connolly, L. Davies, M. Davies, A. Gould, D. Ingram, F. Knight, R. Perrin S. Russell and R. Young.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk, Malvern Hills District Councillors, Cllr. L. Bruton and Cllr. A. Wilmott, two representatives of the Environment Agency, one candidate for co-option and two members of the public

Cllr. L. Davies chaired the meeting.

C24.102 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. D. Patrick due to a planned holiday.

C24.103 CO-OPTION

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

Following a vote it was:

RESOLVED:

Ms Belinda Smith was duly elected as a Member of Tenbury Town Council representing St. Michael's Ward.

Ms Smith duly signed the Declaration of Acceptance of Office and Acceptance of the Code of Conduct, which were witnessed by the Town Clerk as the Council's Proper Officer.

C24.104 DECLARATIONS OF INTEREST

A declaration of interest was made by Cllr. F. Knight under the Code of Conduct pursuant to the Localism Act 2011 in respect of item **C24.122 The Regal** on the agenda due to being a volunteer.

C24.105 DISPENSATIONS

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

C24.106 PUBLIC PARTICIPATION

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

None.

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

No report received at time of meeting.

(iii) **Worcestershire County Council Appendix A**

Report circulated.

The date for the resurfacing of Teme Street is now scheduled for 1st and 2nd October overnight between 8:00pm and 6:00am.



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(iv) Malvern Hills District Council Appendix B and C

Cllr. Bruton and Cllr. Wilmott submitted reports, which had been circulated.

Cllr. Willmott stated that he was meeting with Rowlands Pharmacy head office to discuss the issues at Tenbury pharmacy.

Cllr. Bruton highlighted that the Annual Residents Survey was now live and urged Members to take part.

C24.107 TENBURY FLOOD RISK MANAGEMENT SCHEME Appendix D

Members received an update from the Environment Agency's Flood & Coastal Risk Management Advisor on the proposed Flood Risk Management Scheme.

The representative began with a presentation and then opened to questions.

The Chair queried the funding gap and whether the cost rise in the time it will take to find the additional funds required. The representative stated that a contingency amount had been built into the figure to cover further cost rises.

The Chair asked for confirmation of the scheme being an all or nothing project. The representative stated that yes, as the town floods as one cell, the entire project needs to be completed to give protection.

A Member asked about the management of the defences being community based. The representative stated that yes, although the installation would continue to be maintained by the Environment Agency, that the actual management of the facility in a flood, would be community led, including closing of flood gates.

A Member asked what would happen if the additional funding required cannot be found. The representative stated that there would be no scheme without the required funding.

A Member asked if the Environment Agency would be submitting the planning application by the middle of next year. The representative stated that there will be no progression on the scheme until the funding is obtained.

A Member asked if, outside of the funding gap, is everything else has been agreed. The representative stated that talks with the church are ongoing.

A Member asked if the Environment Agency are aware of potential funding that they may be able to utilise. The representative stated that he could not comment at this time.

Cllr. Davies left the meeting feeling unwell at 7.20pm

C24.108 MINUTES

To approve and sign the minutes of the meeting of Tenbury Town Council held on 1st July 2024.

It was proposed by Cllr. Russell, seconded by Cllr. Ingram

RESOLVED: (10 For, 2 Abstentions)

The minutes of the meeting of Tenbury Town Council held on 1st July 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.

C24.109 DRAFT MINUTES OF COMMITTEE MEETINGS

Members received and noted the draft minutes of the following Committee meetings:

- (i) Facilities Committee – 15th July 2024



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- (ii) Planning Committee – 29th July 2024
- (iii) Finance & Staffing Committee – 29th July 2024
- (iv) Planning Committee – 2nd September 2024
- (v) Finance & Staffing Committee – 2nd September 2024

It was proposed by Cllr. R. Connolly seconded by Cllr. A. Gould and

RESOLVED: (11 For, 1 Abstention)

To note the draft minutes of the following Committee meetings:

- (i) Facilities Committee – 15th July 2024**
- (ii) Planning Committee – 29th July 2024**
- (iii) Finance & Staffing Committee – 29th July 2024**
- (iv) Planning Committee – 2nd September 2024**
- (v) Finance & Staffing Committee – 2nd September 2024**

C24.110 EXTERNAL AUDIT

Members received and noted the Notice of Conclusion of Audit for the financial year ended 31 March 2024

RESOLVED:

- (i) The Council noted that the audit of the Council's Annual Governance and Accountability (AGAR), for the year ending 31 March 2024, has been concluded on 29 August 2024.**
- (ii) The Council noted that the auditor has issued an unqualified opinion.**

C24.111 PLANNING APPLICATIONS – MALVERN HILLS DISTRICT COUNCIL

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

Planning Ref: M/24/00826/LB

Insertion of new cast iron pipe to front elevation from sump pump in cellar. Insertion of floor drain inside front door – 12 Church Street, Tenbury Wells, WR15 8BP.

It was proposed by Cllr. S. Bowkett seconded by Cllr. S. Russell and unanimously

RESOLVED:

To SUPPORT the application Planning Ref: M/24/00826/LB

C24.112 NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

Members noted the briefing note from the District Council on the proposed reforms to the National Planning Policy Framework.

C24.113 SIGNAGE REVIEW

Members noted the District Council's signage review and proposals and consider any further amendments/additional signage requirements.



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Cllr. Ingram reported that the sign near Morningside required repairing.

Cllr. Gould highlighted an old police station sign to be removed.

C24.114 PHOTOCOPIER

Members considered the quotation for a 5-year rental lease of a refurbished Sharp photocopier.

It was proposed by Cllr. Bunting, seconded by Cllr. Russell

RESOLVED:

To agree to accept the quotation for a 5-year rental lease of a refurbished Sharp photocopier at a rental cost of £31.00 per month.

C24.115 ASSET OF COMMUNITY VALUE

Members noted the successful nomination by Tenbury Wells Museum and History Group CIO of Tenbury Methodist Church as an Asset of Community Value.

C24.116 RSPCA CAMPAIGN

Item deferred until the next meeting.

C24.117 INTERNAL AUDITOR

Members discussed the reappointment of the Internal Auditor.

RESOLVED:

To agree the re-appointment of Auditing Solutions Ltd.

C24.118 COUNCILLOR TRAINING SESSIONS

Members noted the Worcestershire CALC and NALC training sessions available to councillors. Members were requested to notify the Town Clerk of any courses they wish to attend.

Cllr. L. Davies and Cllr. A. Gould left the meeting. Cllr. R. Perrin took the chair.

C24.119 REPRESENTATIVES ON OUTSIDE BODIES

The following item was deferred.

To receive reports from the representatives on outside bodies:

- (i)** CALC Area Meeting – Mayor & Deputy Mayor
- (ii)** Regal Tenbury Trust Ltd – Mayor & Town Clerk
- (iii)** Tenbury Area Partnership – Deputy Mayor
- (iv)** Tenbury Museum – Cllr Patrick
- (v)** Chamber of Trade – Mayor
- (vi)** Philip Baylies Trust – Cllr. M. Davies
- (vii)** Tenbury French Twinning Association – Cllr L. Davies
- (viii)** Tenbury Blooms – Cllr L. Davies
- (ix)** Malvern Hills District Youth Action Network – Cllr F. Knight



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C24.120 EXCLUSION OF PRESS AND PUBLIC

Members agreed 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.

C24.121 BURGAGE SHELTER

Members considered the quotations received for the replacement of the roof on the Burgage shelter.

It was proposed by Cllr. S. Russell seconded by Cllr. D. Ingram and

RESOLVED: (8 For, 1 Abstention)

- (i) To accept the quotation from South Shropshire Roofing Ltd to replace the roof of Burgage shelter.
- (ii) The works to be funded from the Community Infrastructure Levy Reserve (£10,902.54) and the balance from the General Fund Reserve (£5,77.46).
- (iii) A bat survey to be undertaken.
- (iv) Ionic Surveying Ltd to be requested to undertake an interim inspection and final inspection of the works.

C24.122 THE REGAL

It was proposed by Cllr. S. Russell seconded by Cllr. D. Ingram and unanimously

RESOLVED:

To accept the particulars document for signature.

C24.123 RE-ADMISSION OF PRESS AND PUBLIC

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

C24.124 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

Staff training – Finance and Staffing Committee

C24.125 DATE AND TIME OF NEXT MEETING

Monday 7th October 2024 at 7:00pm

Meeting closed at 8.45 pm

Signed

Date

