

TENBURY TOWN COUNCIL 2016/17 MEETING TC08

Minutes of the meeting of **TENBURY TOWN COUNCIL** held on **MONDAY 7th NOVEMBER 2016 at 7.00pm in the Pump Rooms, off Teme Street, Tenbury Wells.**

PRESENT: Cllrs S. Bowkett, M. Davies, M. Drummond, J. Fielder, T. Gould, E. Hudson, D. Ingram, J. Morgan, D. Patrick, S. Perry, C. Rogers, E. Weston, Mayor Cllr M. Willis **[Chair]**,

IN ATTENDANCE: Mrs L. Bruton (Town Clerk), Cllr. A. Penn, Mr R. Kershaw, 6 members of the public, 1 member of the press.

8.1 APOLOGIES FOR ABSENCE

None

8.2 DECLARATIONS OF INTEREST

No declarations of interest were made under the Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

The Chair, Cllr. Willis informed Members that he had been approached by a former Councillor with regard to Mr. John Ryder who passed away on 22nd September. Mr. Ryder was a Tenbury Town Councillor for 14 years and worked extremely hard for the town over this period. Cllr. Willis asked Members to stand for a two minute silence to show the Council's respect and appreciation to Mr. Ryder.

A two minute silence was held in memory of the former Councillor Mr. John Ryder.

8.3 PUBLIC PARTICIPATION

Raymond Kershaw, representing Smiths Ltd the contractors who will be undertaking the second phase of the public realm works and the Section 278 works, addressed the Council with regard to the traffic lights installed at The Swan junction. Mr. Kershaw stated that the lights were not connected to the Tesco site or their contractors. The works on the junction are being undertaken by Western Power in respect to cabling. Mr. Kershaw stated that Tesco's had not been informed that Western Power would be undertaking works on the junction. Smith's however will be installing lights in the same position as Western Power. A licence is in place for the junction works, which are planned to start on 21st November. Western Power works are due to finish on 18th November. The Section 278 junction works will be completed by 2nd December. The lights will be removed before 3rd December, to ensure that the Mistletoe parade is not affected.

Mr. Kershaw stated that there is an embargo on works being carried out between the 3rd December and 9th January, which was imposed by Shropshire Council and Worcestershire County Council. Mr. Kershaw requested that with the Town Council's approval that the second phase of the public realm works in Teme Street commence on 2nd January.

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The Chair, Cllr. Willis questioned whether access to all shops will be maintained whilst the public realm works were being undertaken. Mr. Kershaw replied that access would be maintained to all shops however a few of the on street parking bays will be lost. They will however endeavour to maintain the disabled parking bays. Mr. Kershaw stated he will be carrying out a 'letter drop' to all businesses, which will detail when the works will be carried out, that there will be no road closures and his contact details. Assistance will also be provided for persons who are frail or have disabilities who require help visiting the shops during the period the works are being carried out.

Cllr. Fielder raised concern with regard to the planter on the junction and questioned how much grass would be removed. Mr. Kershaw requested that Cllr Fielder arranges to meet him onsite to discuss the relocation of the planter. He would also approach Western Power to ensure the planters are not damaged during the works.

Cllr. Bowkett thanked Mr. Kershaw for attending the meeting and updating the Council. Cllr. Bowkett questioned whether the contractor's had spoken to the businesses and what their consensus was with regard to the lights. Mr. Kershaw stated that he had not spoken to the businesses regarding the lights because he has not got a firm start date as yet. He was not aware that Western Power would be installing lights however he has been monitoring the traffic during the day and it appears to be flowing well. Mr. Kershaw reiterated that once he has received a definite start date he will send a confirmation letter out giving at least a week's notice of the dates.

The Chair, Cllr. Willis thanked Mr. Kershaw for attending the meeting.

8.4 WORCESTERSHIRE COUNTY COUNCILLOR'S REPORT – CLLR. K. POLLOCK

Following the discussion with Mr. Kershaw, Cllr. Pollock stated that the County Council would be sympathetic towards relaxing the embargo in the New-Year.

Referring to his report, Cllr. Pollock stated how impressive the Tesco store is progressing. The store will not open until the public realm works, riverside walk and car park works have all been completed.

Cllr. Pollock informed the Council that the parking issues in Market Street will be addressed. This will involve removing the double yellow lines and the three one hour parking spaces. The disabled space will be moved to a more appropriate location on the opposite side of the road. Three additional parking spaces will be provided on the left hand side of the street.

With regard to St. Michael's speeding issues Cllr. Pollock stated he had met with the Councillor for the ward prior to the meeting to establish a plan of action. He will provide £3,000 from his divisional fund to support the initiative and will also press the Safer Roads Partnership for support.

A query was raised with regard to the material to be used on the proposed replacement bridge at Eastham. Cllr. Pollock explained that the steel to be used will be black and will weather naturally and will take on a dark orange colour.

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Cllr. Pollock went on to say that he had attended a Careers Fair at Tenbury High Ormiston Academy, which was excellent and thanked Caroline Palethorpe and the Academy staff for their help putting on this event. Cllr. Pollock commented on the excellent performance of the Academy and will be visiting the Academy tomorrow to discuss the results with the Head, Adrian Price.

Cllr. Patrick questioned when the works for the overflow car park planned for Palmers Meadow would be started. Cllr. Pollock replied that the work was scheduled to start before Christmas but he could not confirm the exact date. Cllr. Patrick queried whether a drawing had been produced. Cllr. Pollock stated that there was a drawing, which detailed a grassed area providing 70 parking spaces.

Cllr. Bowkett asked Cllr. Pollock if he knew the planned opening times of the Tesco store. Cllr. Pollock replied that he was not aware of the planned times. The Chair, Cllr. Willis stated that the agreed times were 9:00am to 21:00pm except Sunday's.

8.5 MALVERN HILLS DISTRICT COUNCILLOR'S REPORT – CLLR. A. PENN

Cllr. Penn sent apologies on behalf of Cllr. Grove who was attending a number of other Parish Council meetings this evening.

Cllr. Penn referred to his report with regard to Malvern Hills recycling text service, which following an independent ICT check revealed that the service had a number of security vulnerabilities. This could cause problems for the Council's subscribers and needs to be sorted as soon as possible.

Cllr. Penn informed the Council that Harriett Baldwin had arranged a meeting to discuss the mobile 'phone coverage in the area and operators plans for improvement in the area.

The comments Cllr. Penn received at the last meeting regarding the walking and cycling trail leaflet had been passed on to the relevant team.

Cllr. Penn congratulated Freedom Leisure on recently being awarded the Investors in People accreditation, which recognises high standards in people management. Cllr Penn commented that the group formed to support Tenbury pool is actively raising funds.

Cllr. Penn informed the Council that Malvern Hills District Council had moved out of the Council House and are now working towards one site for all officers and a new Council Chamber, which will generate significant savings.

With reference to a question raised earlier regarding Eastham Bridger, Cllr. Penn explained that core ten steel will be used to build the bridge, which will rust however will look very pleasant. It will not flake and will not need any maintenance. This style is frequently used on the continent.

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8.6 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 3RD OCTOBER 2016.

To approve as a true and accurate record the minutes of the previous meeting held on 3rd October 2016.

Cllr. Patrick proposed, Cllr. Drummond seconded and unanimously

RESOLVED:

That the minutes of the Town Council meeting held on 3rd October 2016 were confirmed as a true and accurate account of the meeting and were signed by the Chairman as a true and correct record of the proceedings.

8.7 TO RECEIVE THE DRAFT MINUTES OF MEETINGS OF THE COMMITTEES.

Members noted the draft minutes of the meetings detailed below:

Planning Committee – 31st October 2016

Finance and Staffing Committee – 31st October 2016

Cllr. Perry proposed, Cllr. Weston seconded and

RESOLVED:

That the minutes of the Planning Committee held on 31st October 2016 and the minutes of the Finance and Staffing Committee held on 31st October 2016 were noted.

8.8 TO RECEIVE AN UPDATE ON THE REGAL AND MANAGEMENT BY THE REGAL TENBURY TRUST.

The Theatre Manager, Mr. Adey Ramsey provided a report for the period October 2016. Mr. Ramsey sent his apologies as he was unable to attend the meeting. The report detailed that October had not only seen a number of very well attended shows at the Regal but also seen a change in structure. Ian Little the General Manager had stepped down and Adey Ramsey had been appointed Theatre Manager and Artistic Director. Following the resignation of the Deputy General Manager, an Administrator had been appointed and a new role, Operations Supervisor is being advertised.

The Chair, Cllr. Willis thanked Ian Little for his hard work and great job managing The Regal.

8.9 EXTERNAL AUDITOR'S REPORT – ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2016

Cllr. Willis referred to the Town Clerk's report with regard to the external auditor's report relating to the Annual Return for the year ending 31st March 2016. Cllr Willis stated that the Finance and Staffing Committee had nominated a group to review the budget position, The Town Clerk will be examining the budget in greater detail and address the concerns highlighted in the external auditor's report.

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Cllr. Ingram proposed, Cllr. Rogers seconded and it was unanimously

RESOLVED:

- (i) Council noted that the audit of the Council's Annual Return had been concluded on 5th September 2016.**
- (ii) Council noted that the auditor had issued an unqualified opinion.**
- (iii) Council noted the comments by the auditor on other matters not affecting the opinion of the accounts.**
- (iv) Council noted and agreed the recommended requirements of the Finance and Staffing Committee to address the comments in the external auditor's report.**

8.10 CALENDAR OF MEETINGS

Cllr. Willis explained that the present calendar of meetings scheduled the Finance and Staffing Committee meetings a week before Full Council. This arrangement made it difficult to produce the minutes in time to send out with the Council agenda. Cllr. Willis recommended that Finance and Staffing Committee and Planning Committee meetings were brought forward by two weeks from January.

RESOLVED:

That the calendar of meetings is amended to schedule the Finance and Staffing Committee and Planning Committee two weeks prior to Full Council.

8.11 COMMITTEE MEMBERSHIP

Cllr. Willis explained that following the vacancy on the Council it was an ideal opportunity to review the committee membership.

Cllr. Fielder stated that she would like to come off the Finance and Staffing Committee and go on to the Planning Committee. Cllr. Gould stated he was willing to be a member of the Finance and Staffing Committee.

Cllr. Ingram stated that he would also like to be removed from the Finance and Staffing Committee. Cllr. Willis recommended Cllr. Hudson as Chair of Planning, be a member of the Finance and Staffing Committee to replace Cllr. Ingram. Cllr. Hudson agreed to be a member of the Finance and Staffing Committee.

Cllr. Willis proposed, Cllr. Drummond seconded and unanimously

RESOLVED:

- (i) Cllr. Fielder and Cllr. Ingram are removed as members on the Finance and Staffing Committee.**
- (ii) Cllr. Gould and Cllr. Hudson are elected members to the Finance and Staffing Committee.**

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(iii) Cllr. Fielder is elected a member on the Planning Committee.

(iv) The Facilities Committee membership remains unchanged.

8.12 CHEQUE SIGNATORIES/BANK AUTHORISATION

The Town Clerk stated that the present signatories on the bank mandate are Cllrs. Bowkett, Fielder, Morgan and Patrick.

Following a discussion it was agreed that Cllr. Bowkett would be removed from the mandate as a signatory and Cllr. Gould and Rogers would be added to the bank mandate.

Cllr. Willis proposed, Cllr. Ingram seconded and unanimously

RESOLVED:

(i) Cllr. Bowkett to be removed from the bank mandate as an authorised signatory.

(ii) Cllr. Gould and Cllr. Rogers to be added to the bank mandate as authorised signatories.

8.13 NOTICEBOARD

Cllr. Bowkett explained that he had been approached by an owner of a business in Tenbury who had stated that traders were concerned that the footfall at the opposite end of town to Tesco will reduce when the store opens. The trader requested that the Town Council consider installing a board at the end of Teme Street to advertise the other businesses in the town.

Cllr. Willis said he had also been approached by a licensee who had suggested a directory detailing businesses in the town. Cllr. Willis recommended approaching the Tourist Information Centre or the Chamber of Trade. Cllr. Willis asked Mrs. Dowell if she would discuss the request with the Chamber of Trade. Mrs. Dowell agreed she would raise the suggestion with the Chamber of Trade. Mrs. Dowell stated that the Chamber of Trade will have a website up and running shortly that will detail all the businesses and their telephone numbers.

8.14 CORRESPONDENCE FOR INFORMATION

The Town Clerk stated that she had received an email from a member of the public requesting whether the Town Council would consider promoting a 'Friends of Tenbury Bridge'. The suggestion would be for the group to maintain and clean the bridge. Cllr. Willis stated that the bridge had recently been cleaned by Worcestershire County Council and ISG have indicated that they may have the resources to clean the bridge following the construction of the Tesco site. There are a number of issues with the river Teme being a Site of Special Scientific Interest (SSSI) and potential objections from English Heritage.

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The Town Clerk had received a letter from Malvern Hills District Council with regard to the removal of a number of payphones from certain locations in the district. For those red kiosks at risk, BT were offering the opportunity to adopt them and retain the kiosk (without the payphone) for historical or aesthetic reasons at a cost of £1.00. There was one kiosk in Tenbury, which was at risk, located off Bromyard Road. Members were interested in obtaining the kiosk, which could potentially be used for advertising. This has been done successfully at St. Michael's.

The Town Clerk had received an email from the Research and Intelligence Officer at Malvern Hills District Council inviting a representative of the Council to have a seat on the Malvern Hills Community Safety Partnership. The partnership group's purpose is operational, addressing local community safety issues. The Town Clerk stated she had accepted the invitation and will wait to hear, from the group following their meeting in February, to confirm that the Council's membership had been agreed.

Cllr. Hudson requested an agenda item for the next meeting, which was to discuss the purchase of a robe for the Mayor to wear at civic functions.

There being no further business the Chair called the meeting to a close at 20:15pm.

Signed

Date