

## TENBURY TOWN COUNCIL 2014/15 MEETING TC09

Minutes of the meeting of **TENBURY TOWN COUNCIL** held on **MONDAY 5<sup>th</sup> JANUARY 2015** at **7.15pm** in the Pump Rooms, off Teme Street, Tenbury Wells.

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

**IN ATTENDANCE:** Town Clerk, 2 Members of the Press, 3 Members of the Public  
WCC - Cllr K. Pollock, MHDC – Cllr A. Penn

### 9.1 Apologies for Absence

None

### 9.2 Declarations of Interest

None

### 9.3 Public Participation

None

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

Cllr Pollock concentrated his report on the Public Realm works due to start on 12/01/15. The contractor, Ringway, would set up a depot at Bromyard Rd Business Park and would also have a drop in office on Market Street (between St. Michael's Hospice shop and Singapore Gardens) for day to day queries. The bollard and working hours issues raised by Mr Bowkett at the previous meeting had been discussed and resolved. Concerns regarding blue bricks raised by the steering group had been taken into account and WCC had therefore revisited their decision and sourced blue clay brick pavers as per the original consultations. Cllr Pollock wished to record his thanks to Mr Alan Eachus for taking up this issue and proving the suitability of clay pavers for use. With regard to the second phase of works it remained of concern that this was partly dependent on Tesco proceeding with the cattle market site. 80% of land owned by the big four supermarkets was not being actively developed. The financial picture remained very gloomy which made Cllr Pollock fear the development would be less likely. While the Tenbury site was small and closer to the model Tesco were now said to be favouring it was impossible to say whether they would continue to keep it in their development portfolio.

### Questions/Comments from Councillors

Cllr Hudson – clarification was needed re. 7 day opening for the HRC site permitted in the planning permission – was the intention to move eventually to 7 day opening? Cllr Pollock said the planning permission intends for weekend opening but does give scope for expansion to other days should this prove necessary due to demand. It was his perception however that operator will open the site for 3 days maximum. Cllr Price and Cllr Corfield concurred with this as the operator of the current site had in the past proved very reluctant to increase the opening from one day to two days.

Cllr Watson - re. the bank at the junction of Bromyard Rd and A4112. Concerned to find that despite having spent four weeks pursuing the issue he had just found out that Cllr Pollock had scheduled a site meeting the following day to which he had not been invited. He was very disappointed with lack of communication. Cllr Pollock said that this was unfortunate but that he had understood that Cllr Fielder was the Councillor dealing with this matter and had communicated with her accordingly.

### 9.5 Malvern Hills District Councillor's Report – Cllr A. Penn

Tesco – Cllr Penn felt the small scale store planned in Tenbury might still stand in its favour. He said that Tesco had already invested considerable money in the site and had now discharged all of the planning requirements prior to work being able to start which made him feel that the site might indeed go ahead at some point in the future.

With regard to the meeting held before Christmas with MHDC planning officers Cllr Penn confirmed that he and Cllr Grove would work closely with the Town Council on future planning matters.

SWDP – This was moving to second stage in January and would then hopefully carry more weight although developers were still maintaining that the proposed five year land supply figures were too low.

Cllr Penn confirmed that he was intending to stand for re-election in May 2015.

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### **9.6 To confirm the Minutes of the Town Council Meeting held on 1<sup>st</sup> December 2014**

The minutes of the meeting, held on 1<sup>st</sup> December 2014 were confirmed and signed by the Chairman as a true and correct record of proceedings.

### **9.7 To receive the Minutes and approve the resolutions of committee meetings – the Planning Committee Meeting held on 1st and 15th December and the Finance & Staffing Committee held on 15th December.**

The Minutes of the meetings were received and resolutions approved.

### **9.8 To approve the Monthly Accounts for December 2014 and the Outstanding Accounts for January 2015 as recommended by the Finance and Staffing Committee on 15th December 2014.**

See Appendix A

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

### **9.9 To be updated on tax base figures for 2015/16 and their impact on precept and Council Tax calculations.**

The Clerk reported that she had received revised tax base figures from MHDC. The original tax base figure confirmed in November 2014 was 1075.89 and all discussions regarding the precept and any Band D increases had been based upon this figure. The revised tax base figure was 1118.68. This increase took account of the new properties being built off Oldwood Rd. Using the new figures to calculate the Band D precept amount meant that the Town Council precept requirement would reduce by 0.68% from £113.82 per household in 2014/15 to £113.11 in 2015/16. Members were pleased to hear this.

### **9.10 To consider Council response to questions posed by Mr B. Gough in relation to the HRC site being moved to Bromyard Road.**

**RESOLVED** to delegate the Mayor and the Clerk to prepare and send a letter on behalf of the Council in response to Mr Gough

### **9.11 To be updated on materials to be used in Public Realm improvements.**

As noted by Cllr Pollock it had now been agreed that blue clay brick pavers would be used along with the sandstone and conservation kerbs which had been shown at consultation stage.

### **9.12 To be updated on provision of overflow parking on Palmers Meadow.**

Members were informed that WCC had stated that their budget would not currently stretch to the cost of the overflow car park and it had therefore been delayed until such time as the Phase 2 public realm works were to be done in Teme Street. Cllr Price raised concerns regarding this new way of referring to the Public Realm scheme as Phase 1 and Phase 2. Throughout discussions the scheme had been considered as one whole with one budget for all of the works. The new approach by WCC suggested that funds for the whole scheme were not immediately available and that the town might be left half the streets renovated and half not. Cllr Price was very concerned that the car park may get shelved in the final analysis.

### **9.13 To be updated on the installation of a new young children's play area in the Burgage.**

The Clerk did not yet have a confirmed date but hoped that work would start in early February.

### **9.14 To be updated on signing of the new lease for the Swimming Pool.**

Members were informed that as mandated by the Council in December 2013 (10-TC-021213M Item 10.15) The Mayor had now signed the new lease with Tenbury Community Pool Ltd.

### **9.15 To confirm letters of thanks to be sent.**

Tenbury in Bloom & their sponsors for their work in making the town look welcoming  
Mistletoe Association for mistletoe decorations and the 2014 Mistletoe Season,  
Chamber of Trade for Christmas Lights & Santa Parade  
Tenbury Events – Applefest  
Regal Tenbury Trust for the great success of the pantomime  
Round Table – 2014 bonfire  
Sally Matthews – for long service to the library and the town.

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**9.16 To confirm any further action required regarding improvements to the bank at Bromyard Rd junction.**

A meeting was to be held on 06/01/15 to move this forward. Cllr Fielder would attend.

**9.17 To receive an update on the Regal and its management by the Regal Tenbury Trust**  
Attached Appendix B. Members congratulated the Trust on the success of the pantomime and felt this was further vindication of their decision to pass over management of the Regal to the Trust who were making it such a success.

**9.18 Correspondence for Information.**

None

**9.19 Councillors' reports and items for future agenda**

None

**9.20 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(I) of the Local Government Act 1972:-

**9.21 To consider the recipient of the Annual Achievement Award for 2015**

Nominations had been received for two candidates. After much discussion the recipient was agreed.

**RESOLVED** that the Annual Achievement Award for 2015 be given to Mrs Susan Perry in recognition of her great contribution to the community with her work for the Church, the Scouts and the Royal British Legion in particular.

Meeting closed at 8:35 pm

Signed .....

Date .....

**Tenbury Town Council Bank Accounts Summary as at**

15/12/2014

Appendix A

| 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    |
|--|------------|--------------------------|----------------------------------|----------------------------|----------------------------|-----------------|-----------|
| Balance at 24/11/2014 (cash at bank and in hand) | 4.86       | 1062.22                  | 50949.39                         | 60652.02                   | 39091.41                   | 951.64          | 152706.68 |
| Balance at 15/12/2014 (cash at bank and in hand) | 42.36      | 16554.83                 | 27449.39                         | 56177.46                   | 39085.91                   | 951.64          | 140219.23 |
| Variance   | 37.50      | 15492.61                 | -23500.00                        | -4474.56                   | -5.50                      | 0.00            | -12487.45 |

**APPROVED TRANSACTIONS - CLEARED ACCOUNTS**

| Payee   | Payment Ref | Date     | Amounts         |                  | Reference                                  |              |             |
|---|-------------|----------|-----------------|------------------|--|--------------|-------------|
| WCC   | DDEP        | 25/11/14 | 207.00          |                  | Lengthsman for October                     |              |             |
| Transfer from holding ACCT                      | FT          | 25/11/14 | 6000.00         | -6000.00         | Funds Transfer                             |              |             |
| SALARY PAYMENTS NOV                             | M8          | 27/11/14 | -4272.69        |                  | SALARIES M8                                |              |             |
| MTM Contracting Ltd                             | 14150163    | 28/11/14 | -2067.00        |                  | Mowing Kyre Banks & Bowling Green Treat    |              |             |
| G.E. Bright Electrical                          | 14150164    | 28/11/14 | -15.84          |                  | 2 Fluorescent Tubes and one Starter for Pu |              |             |
| Regal Tenbury Trust Ltd                         | DDEP        | 01/12/14 | 367.00          |                  | Regal Rent                                 |              |             |
| Barclays  | 14150166    | 05/12/14 | -8.25           |                  | Bank Charges - 13218023                    |              |             |
| Barclays  | 14150167    | 05/12/14 |                 | -5.50            | Bank Charges - 63885143                    |              |             |
| Petty Cash                                      | 14150183    | 09/12/14 | -75.00          |                  | Petty Cash Top Up                          |              |             |
| Orange Payment Processing                       | 14150165    | 10/12/14 | -7.38           |                  | Groundsman's Phone                         |              |             |
| EZ Cleaning                                     | 14150171    | 10/12/14 | -15.00          |                  | Bus Shelter Cleaning November              |              |             |
| Mr C. Bunn                                      | 14150172    | 10/12/14 | -218.50         |                  | Lengthsman for November                    |              |             |
| NJS Heating Services Ltd                        | 14150173    | 10/12/14 | -138.00         |                  | Pump Rooms Boiler Servicing                |              |             |
| Mr P. Bevis                                     | 14150174    | 10/12/14 | -500.00         |                  | Footpath Maintenance 2014-15               |              |             |
| Eardiston Sawmill                               | 14150177    | 10/12/14 | -145.92         |                  | Play Area replacement pencils.             |              |             |
| Andys Mower Services                            | 14150178    | 10/12/14 | -130.00         |                  | Winter Mower Servicing & Equipment chec    |              |             |
| J G Banfield & Sons Ltd                         | 14150182    | 10/12/14 | -2.80           |                  | Clips to secure tools in shed              |              |             |
| WORCS CALC                                      | 14150184    | 10/12/14 | -30.00          |                  | Clerk CILCA Training 2                     |              |             |
| UK Fuels Ltd                                    | 14150179    | 10/12/14 | -6.15           |                  | Petrol for leaf blower                     |              |             |
| Transfer from holding ACCT                      | FT          | 10/12/14 | 7000.00         | -7000.00         | Funds Transfer                             |              |             |
| Avonmore  | 14150169    | 11/12/14 | -2628.00        |                  | Bowling Green Autumn Works                 |              |             |
| Public Works Loan Board                         | 14150168    | 12/12/14 | -1970.83        |                  | Bi Annual Loan Repayment 2                 |              |             |
| Malvern Hills District Council                  | DD          | 15/12/14 | -424.00         |                  | Rates Palmers Car Park                     |              |             |
| Malvern Hills District Council                  | DD          | 15/12/14 | -33.00          |                  | Rates Pavilion Burgage                     |              |             |
| Malvern Hills District Council                  | DD          | 15/12/14 | -301.00         |                  | Rates Pump Rooms                           |              |             |
| Mainstream Digital Ltd                          | 14150180    | 15/12/14 | -66.59          |                  | Quarterly Rental 14/11/14 to 13/02/15 & C  |              |             |
| Transfer from holding ACCT                      | FT          |          | 10500.00        | -10500.00        | Funds Top Up                               |              |             |
| Transfer from Reserves ACCT                     | FT          |          | 4474.56         | -4474.56         | Play Area Deposit                          |              |             |
| <b>TRANSACTION TOTALS for NOVEMBER/DECEMBER</b> |             |          | <b>15492.61</b> | <b>-23500.00</b> | <b>-4474.56</b>                            | <b>-5.50</b> | <b>0.00</b> |

**DECEMBER PAYMENTS CURRENTLY AWAITING CLEARANCE**

| Payee                        | Invoice       | Inv. Date | Paym Ref | Total      | VAT      | Net        | Approval Ref | Ref.   |
|------------------------------|---------------|-----------|----------|------------|----------|------------|--------------|--|
| Sovereign Design Play System | 63025         | 10/12/14  | 14150185 | £ 4,474.56 | £ 745.76 | £ 3,728.80 | APP1415030   | New Play Area 20% Deposit from Reserves                  |
| West Mercia Supplies         | 182796        | 04/12/14  | 14150189 | £ 45.95    | £ 7.66   | £ 38.29    | APP1415030   | Photocopy Charges 27/08/14 - 26/11/14                    |
| Eardiston Sawmill Ltd        | 798           | 10/12/14  | 14150190 | £ 298.20   | £ 49.70  | £ 248.50   | APP1415030   | Supply & Fix Trellis                                     |
| SALARY PAYMENTS DEC          | November      | 18/12/14  | M9       | £ 4,247.01 | £ -      | £ 4,247.01 | M9           | SALARY PAYMENTS  |
| British Gas Business         | 460129502     | 02/12/14  | 14150181 | £ 308.22   | £ 14.67  | £ 293.55   | APP1415029   | Gas - Pump Rooms 28/08/14 to 28/11/14                    |
| British Gas Business         | 68831583/1    | 03/09/14  | 14150188 | £ 71.39    | £ 3.40   | £ 67.99    | APP1415030   | Electricity Sports Changing Rooms - 01/05/14 to 31/10/14 |
| Npower Ltd                   | 1414681012002 | 05/12/14  | 14150186 | £ 52.34    | £ 2.61   | £ 49.73    | APP1415030   | Electricity Sports Changing Rooms - 31/07/14 to 16/11/14 |
| Npower Ltd                   | 1417381012001 | 05/12/14  | 14150187 | £ 82.99    | £ 3.95   | £ 79.04    | APP1415030   | Electricity Sports Pavilion Rooms - 31/07/14 to 01/11/14 |
| F Powell & Co                | 7389          | 20/11/14  | 14150170 | £ 5,940.00 | £ 990.00 | £ 4,950.00 | APP1415027   | Electric Roller Screen for Regal Cinema                  |
| OA Taylor & Sons Bulbs Ltd   | 409121        | 24/11/14  | 14150175 | £ 408.00   | £ 68.00  | £ 340.00   | APP1415028   | Bulbs for Civic Garden                                   |
| Barclaycard                  | November      | 28/11/14  | 14150176 | £ 430.50   | £ -      | £ 430.50   | APP1415028   | Credit Card Transactions November 2014                   |

**CURRENTLY OUTSTANDING TO END DECEMBER £ 16,359.16**

**APPROVED CREDIT CARD PAYMENTS**

| Payee      | Inv. Date | Paym Ref | Total    | VAT     | Net      | Approval Ref | Ref.                  |
|------------|-----------|----------|----------|---------|----------|--------------|-----------------------|
| Mad4Mowers | 21/11/14  |          | £ 406.50 | £ 65.25 | £ 341.25 | CC14150014   | Stihl Backpack Blower |
| Soda Pdf   | 21/11/14  |          | £ 24.00  | £ -     | £ 24.00  | CC14150015   | pdf software          |

**TOTAL FOR NOVEMBER BILL PAYABLE IN DECEMBER £ 430.50**

**JANUARY PAYMENTS CURRENTLY AWAITING APPROVAL**

| Payee                          | Invoice   | Inv. Date | Paym Ref | Total      | VAT    | Net        | Approval Ref | Ref.                          |
|--------------------------------|-----------|-----------|----------|------------|--------|------------|--------------|-------------------------------|
| Malvern Hills District Council | 120026651 | 04/03/13  | DD       | £ 424.00   | £ -    | £ 424.00   | APP1415031   | Rates Palmers Car Park        |
| Malvern Hills District Council | 101107255 | 04/03/13  | DD       | £ 33.00    | £ -    | £ 33.00    | APP1415031   | Rates Pavilion Burgage        |
| Malvern Hills District Council | 120048559 | 04/03/13  | DD       | £ 301.00   | £ -    | £ 301.00   | APP1415031   | Rates Pump Rooms              |
| Orange Payment Processing      |           |           | 14150191 | £ 7.38     | £ 1.23 | £ 6.15     | APP1415031   | Groundsman's Phone            |
| HMRC                           | Q3        | 06/01/14  | 14150193 | £ 3,277.24 | £ -    | £ 3,277.24 | APP1415031   | Q3 NICS & TAX Oct to Dec 2014 |

**CURRENTLY OUTSTANDING TO END JANUARY £ 4,042.62**

## **Regal Trust Report December 2014**

December was as usual very busy. With a flurry of Nativity plays, a Christmas Concert, the seasonal ballet from the Royal Opera House, an excellent one man drama, and of course the Christmas Pantomime.

This year, the trust embarked on a very ambitious project. To produce the best possible show, within the limitations of the building.

Professional set builders were engaged to produce a spectacular set, with many scene changes but designed so that they could be changed by a single person, or in our case a Panda.

Luxurious costumes were hired and then expertly fitted by our own fantastic team of wardrobe ladies.

Additional lighting was installed, and special effects were designed, including a magical flying carpet designed and built by Paul Daniels.

A mixed cast of professional actors and seasoned amateurs were engaged and supported by a troupe of Babes and Junior Dancers. Professional Musicians were hired to give the show that added professionalism.

In addition to the thirty people on stage a large support team of crew, chaperones and technicians were also assembled and our usual team of front of house volunteers were supplemented by additional local people, and sometimes visiting relatives to cater to the needs of the 2227 ticket holders.

The Trust invested a lot of time and money into the Pantomime, with the final cost likely to exceed £23,000, but the result appears to be universally acclaimed as very successful from an artistic and enjoyment perspective and is also likely to make a financial contribution to the Trusts ongoing investment programme. The show also brought a lot of visitors to Tenbury, many for the first time, so will have also boosted both the local day & night time economy.