

TENBURY TOWN COUNCIL 2015/2016 MEETING TC10

Minutes of the meeting of **TENBURY TOWN COUNCIL** held on **MONDAY 4TH APRIL 2016 at 7.00pm** in the Pump Rooms, off Teme Street, Tenbury Wells

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

APOLOGIES: Cllr P Grove and Town Clerk

IN ATTENDANCE: WCC - Cllr K. Pollock, MHDC - Cllr T Penn, S. Thompson, Tenbury Chamber of Trade, 9 Members of the Public, 1 Member of the Press, Assistant Town Clerk

10.1 APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Grove and the Town Clerk.

RESOLVED that apologies be accepted.

10.2 DECLARATIONS OF INTEREST

Cllr Rogers declared an interest regarding item 10.18 as a relation to one of the contractors. Cllr Rogers would leave the meeting ahead of any discussion on this item.

10.3 PUBLIC PARTICIPATION (15 MINUTES MAXIMUM DURATION)

None.

10.4 PRESENTATION BY DIANN DOWELL REGARDING TENBURY CHAMBER OF TRADE

Sarah Thompson gave a presentation in place of Diann Dowell. She stated that the Tenbury Chamber of Trade had now updated their website which would go live in May and now included all the businesses within the town, their business and home contact numbers, email address etc. She said that anyone interested in being included on the website could do so free of charge.

The website would also include a calendar of events and there would be useful links on the website. The website would be updated as necessary.

£5,000 had been raised by Tenbury Chamber of Trade for new Christmas lights which would be in the colours of blue, white and green by fund-raising ranging from quiz nights to cake sales. As the lights are in sections they can be replaced when they get broken. For 2016 Tenbury Chamber of Trade were looking at putting some lights in trees and also another "Welcome to Tenbury" sign at the other end of the town by Market Street/Cross Street.

Sarah explained that Tenbury Chamber of Trade were also looking at the possibility of having a permanent sign on the Teme Bridge which would advertise events in the town.

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This would need to be agreed with English Heritage as there was a requirement that poles be erected on the bridge for the sign to be attached to. The poles would be encased in foam for health and safety and installation would be carried out by a contractor.

The 2016 Christmas Lights switch on would take place on Saturday 19th November. It had been decided to do this on a Saturday this year rather than a Friday as in previous years and arrangements had been put in place to close the road for half an hour and it was hoped that it might encourage visitors to spend more time in the town.

Cllr Hudson proposed a vote of thanks for the tremendous support and team effort of Tenbury Chamber of Trade and also proposed that the Town Council support the proposal for a permanent sign to the entrance of the town. This was seconded by Cllr Rogers and supported unanimously by Members of the Town Council.

RESOLVED that support for the erection of a permanent sign at the entrance to the town be considered at a future Town Council Meeting.

10.5 WORCESTER COUNTY COUNCILLOR'S REPORT – CLLR K POLLOCK

Cllr Pollock referred to his report [**ATTACHED APPENDIX A**], and stated that the Vehicle Activated Sign [VAS] was currently broken and it needed repairing as soon as possible.

Cllr Pollock referred to the problem of pedestrian access to the new HRC on the business park. Cllr Pollock said that for obvious safety reasons, pedestrians are prohibited from accessing the site. This is principally to avoid young children, who may be accompanying an adult, from running around in places where they may be at risk. The solution that will be applied here is the provision of a bell for pedestrians to use to alert the operatives to their presence, so that all materials they they bring may be taken to the relevant skip by the workers.

On the 11th April, Kyrewood Road would be closed for the day for joint sealing along the longitudinal centre line between the traffic lanes.

There had been vigorous correspondence on the quality of the patching work in Oldwood Road, Cross Street and Kyrewood Road. It was preparatory to surface dressing later this year.

There has been some unfortunate publicity as a result of one operative dancing in the street. The operative works for Headway who provide the traffic management subcontracted by Ringway. Several members expressed concern that the operative should not be dismissed and Cllr Pollock stated that he would not be.

The silencing of the noisy drain and manhole covers outside Caldicotts would be completed as quickly as possible.

Cllr Pollock reported that £1,000 from his Divisional Fund was allocated to Cafe 27 in the current year. Any suggestions for spending in the coming year should be put forward for consideration by Cllr Pollock.

QUESTIONS/COMMENTS FROM COUNCILLORS

Cllr Rogers stated that resurfacing had taken place in Pembroke Avenue and this had greatly improved the road. As there were a lot of cars parked in the road at the time, it took the operatives resurfacing the road a great deal of time to locate the owners of the cars to get them moved. Cllr Rogers asked Cllr Pollock if in future residents can be notified in advance when resurfacing is going to take place via a leaflet put on the car windscreens or through letterboxes as this would save a lot of time and enable the resurfacing jobs to be carried out quicker. Cllr Pollock stated that he would ensure that this was looked at for the future.

Cllr Eachus asked about the cleaning of the Teme Bridge and when this was scheduled to take place. Cllr Pollock stated that he would look into this and report back.

Regarding the public realm works Cllr Eachus stated that some time ago Town Council members and members of WCC walked around the town looking at the outstanding public realm work and a comprehensive list was put together by the Town Council for WCC to work through but the outstanding work has not taken place. Cllr Pollock stated that he was aware of the outstanding work and the list would be worked through as soon as possible.

Cllr Hudson referred to the speed limits in Teme Street and Market Street of 20 mph and asked if this could be applied to St Michael's. Cllr Pollock stated that Teme Street and Market Street were very built up areas but St Michael's was not which would make the type of Transport Regulation Order for Teme Street and Market Street more difficult to pursue.

Cllr Hudson stated that there had been confusion regarding the recent road repairs along the A412 and the different information being communicated on the signs. Cllr Pollock stated that confusion was regrettable and he was keen to have a meeting with the WCC officers to see if WCC cannot devise a better method of information provision.

Cllr Fielder stated that the disabled parking space near to Bowketts seems to be inadequate as a friend of hers had trouble getting his wife out of the car as the front door was being obstructed by the pole. Cllr Pollock confirmed he would look into this.

10.6 MALVERN HILLS DISTRICT COUNCILLOR'S REPORT – CLLR T PENN

Cllr Penn delivered his report [**ATTACHED APPENDIX B**].

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Cllr Penn had countersigned a letter written by Harriett Baldwin MP to the Head of Tesco to establish what their intentions were with regard to Tesco coming to Tenbury.

Cllr Penn was very aware that the delay was affecting the public realm work for the businesses in the town.

Cllr Fielder stated that the toilets in Market Street were not clean, including the glass. Cllr Penn stated that he would report this to get it rectified.

Cllr Penn confirmed that he was 100% behind the Neighbourhood Plan and fully supported the Town Council with this.

10.7 TO NOTE THE DATE OF THE ANNUAL TOWN MEETING ON 11TH APRIL 2016

The Mayor confirmed that the Annual Town Meeting was a statutory requirement which happened at the end of each year end. It is a public meeting where members of the public are welcome to attend. The Mayor and the County Councillor and District Councillors give an update on what has been achieved throughout the year. Should any member of the public have a specific question they wish to ask then this should be put in writing to the Town Council by Monday 11th April morning to enable the Council to prepare an informed response.

10.8 TO CONFIRM THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON THE 7TH MARCH 2016

The minutes of the meeting held on the 7th March 2016 were confirmed and signed by the Chairman as a true and correct record of proceedings.

10.9 TO RECEIVE THE MINUTES AND APPROVE THE RESOLUTIONS OF THE MEETINGS OF THE FACILITIES COMMITTEE HELD ON THE 14TH MARCH, THE PLANNING COMMITTEE HELD ON THE 21ST MARCH AND THE FINANCE AND STAFFING COMMITTEE HELD ON THE 21ST MARCH 2016

Cllr Hudson stated that the Facilities Committee Minutes item number 6.5.3 should be amended to read that the “front lintels of the windows would need repairing” and not replacing.

The Assistant Town Clerk confirmed that the amendments to the Facilities and Finance and Staffing Minutes had been done and re-circulated to Members.

These amendments having been made, the minutes of the meetings were received and resolutions approved.

10.10 TO APPROVE THE MONTHLY ACCOUNTS FOR MARCH 2016 AND THE OUTSTANDING ACCOUNTS FOR MARCH/APRIL 2016 AS RECOMMENDED BY THE FINANCE AND STAFFING COMMITTEE ON 21ST MARCH 2016

RESOLVED That the Monthly Accounts be approved and the Outstanding Accounts be approved for payment [ATTACHED APPENDIX C].

10.11 TO REVIEW AND APPROVE ANNUAL RISK ASSESSMENTS

Cllr Ingram confirmed that he had reviewed the Annual Risk Assessments for the Town Council and had suggested some additional items relating to the Employees Section for the Clerk lone worker alarm, and under the heading Open Spaces for slips, trips and falls in relation to the River Teme.

The Mayor stated that both these additions had been added to the document and circulated to Members.

RESOLVED that the Annual Risk Assessments be approved.

10.12 TO CONSIDER WHETHER THE COUNCIL SHOULD CONTRIBUTE TOWARD INSTALLATION OF MARKER GATES AT THE ENTRANCE TO ST MICHAEL'S WHEN COMING FROM THE DIRECTION OF OLDWOOD COMMON

The Mayor stated that before a decision could be made more information would be required on effectiveness of such gates on speed restriction and also on the wishes of St Michael's residents. The cost of the gates would be from the Council Reserves. The installation of the gates on common land was a minefield and needed to be explored further.

Cllr Hudson had given this consideration and proposed that a site meeting be arranged with Engineers from WCC to establish what could or could not be done with regard to speed restrictions before a decision was reached regarding the marker gates. This proposal was seconded by Cllr Fielder and agreed unanimously by other Members.

RESOLVED that a site meeting be arranged with WCC Engineers at St Michael's

10.13 TO BE UPDATED ON THE NEIGHBOURHOOD PLAN

Cllr Eachus referred to his report which had been circulated prior to the meeting [ATTACHED APPENDIX D].

Cllr Eachus stated that formal confirmation received from MHDC [Lead Authority] that the area of Tenbury and Burford was now designated.

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The Awareness Meeting held on the 17th March was well attended with approximately 30 guests.

The Web Site should go live by the end of April.

The next meeting with Kirkwells is on the 28th April where preferred options and planning policy assessment will be discussed. Following this the first major public consultation event would take place.

The Mayor thanked Cllr Eachus for all his hard work so far.

Cllr Eachus asked the Tenbury Chamber of Trade if they could nominate a representative from the business sector. The Tenbury Chamber of Trade confirmed that they would discuss this at their next meeting and let Cllr Eachus know. Cllr Eachus stated that he would be willing to attend their meeting if they wished.

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

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

Cllr Hudson asked what time the Open Day at the Regal on Saturday 9th April was and Mr Little confirmed this was from 10.00 am – 1.00 pm.

10.15 CORRESPONDENCE FOR INFORMATION

None.

10.16 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

Cllr Fielder asked that Dog Fouling be put back onto the Council Agenda.

Cllr Rogers left the meeting at this point.

10.17 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:-

10.18 TO CONSIDER QUOTATIONS RECEIVED FOR WORKS TO THE SKATE PARK

The Mayor stated that one contractor had now withdrawn so there was only one quote to consider.

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Cllrs Hudson and Patrick both confirmed that they were happy with the revised quote and the questions that had been raised by Cllr Hudson had now been answered adequately.

After some discussion Members agreed that the revised quote from Teme Civil Engineering should be accepted. It was agreed that the Assistant Town Clerk would verbally confirm to Teme Civil Engineering that the Town Council had accepted their quote and the Town Clerk would be asked to draw up a contract on her return.

RESOLVED that Teme Civil Engineering be appointed by Tenbury Town Council as the Contractor for the works to the Skate Park.

Meeting closed at 8.40 pm

Signed.....

Date

TENBURY TOWN COUNCIL MEETING
04.04.16
COUNTY COUNCILLOR REPORT

1. Speed limits

As I reported last month, 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 hope the publicity given in last Thursday's Advertiser will help to speed the process of getting an appropriate Transport Regulation Order in place.

It is worth noting that, across the County, some 95 of these are going through the system, while there are another 120 or so still to be processed.

With regard to St Michael's, I am glad to note that you have an agenda item later in this meeting to consider supporting the provision of village gates for St Michael's with some cash, to supplement a contribution from my Divisional Fund. So far, I have not received any estimate of the cost of a mirror to help drivers emerging from Berrington Road to see oncoming traffic.

It has also been suggested that the bands of yellow lines one finds before some roundabouts might be a useful addition. I am also still pursuing the 40 mph limit on the Herefordshire side of the village.

2. Household Recycling Centre

Cllr Morgan brought to light the problem of pedestrian access to the new HRC on the business park. For obvious safety reasons, pedestrians are prohibited from accessing the site. This is principally to avoid young children, who may be accompanying an adult, from running around in places where they may be at risk. It is a rule applied at virtually all other such facilities.

The solution that will be applied here is the provision of a bell for pedestrians to use to alert the operatives to their presence, so that all such materials that they bring may be taken to the relevant skip by the workers.

It is good to note that the old HRC site has been restored to a proper car park and there seem to be about 20-30 new spaces there, as originally hoped.

The access to Kyrewood Road is now in good shape and there should be no repeat of the scouring of the tarmac from drainage off the road to the car park.

3. Road repairs

Next Monday, the 11th April, Kyrewood Road will be closed for the day for joint sealing along the longitudinal centre line between the traffic lanes.

There has been a vigorous correspondence on the quality of the patching work in Oldwood Road, Cross Street and Kyrewood Road. Personally, I don't think it is of poor quality and it must be understood that it is preparatory to surface dressing later this year.

Since I circulated the relevant sections of the WCC website on surface dressing, there has been on response and I would be interested to hear of comments on the policy. As indicated there it is much cheaper than full reinstatement of a damaged road, while it must be accepted that aesthetically it is less attractive in the phase between patching and surface dressing.

It has been claimed that the pace of work on the highway is accelerated towards the end of the financial year, in order to use up all the remaining budget for the work. I would like to point out this is far from the truth. The WCC budgeting process does not work like this, although I have had experience of that sort of rushed spending when a university lecturer.

Work is scheduled throughout the year, while making due allowance for anticipated weather conditions. I receive programmes of work for the whole County for two weeks ahead (from which I know about the joint sealing on Kyrewood Road) and this week there is a mass of scheduled surface dressing, the first of the season.

The other complaint is about the quality of the signage. I have had a couple of detailed complaints on this matter and I am happy to accept that it is not always ideal. A number of points might be made. We do not always give enough information, although we now have to conform to Department of Transport rules that say you must not have more than one page of information on the electrical message signs. Sometimes signs get removed or blown over. Sometimes we do not repeat the message to reassure people of its significance. Sometimes there are conflicting reports on what signs actually say.

Clearly, any confusion is regrettable, and I am keen to have a meeting with our officers to see if we cannot devise a better method of information provision.

We also have received some unfortunate publicity as a result of one operative dancing in the street. While this is regrettable in itself, it must be appreciated that this does not necessarily suggest dereliction of duty.

The guy works for Headway who provide the traffic management, subcontracted by Ringway. He was at the bottom of Berrington Road, making sure that motorists did not have access to closed sections of Cross Street. This does not involve continuous communication with the public, and clearly at the times observed, there was no motorist needing advice.

It might be worth observing that this sort of job attracts a lot of criticism and abuse from the public, who do not appreciate finding their access restricted in this way. This is also regrettable.

I am aware of certain aspects of the snagging that are not yet complete. These will be fitted in as quickly as possible. They include the silencing of the noisy drain and manhole covers outside Caldicott's. In such circumstances, it would be good if problems like that were communicated as quickly as possible via the online reporting system, followed up by a complaint to me if the response is unsatisfactory.

4. Divisional Fund

I am very pleased to note that Café 27 will receive a substantial grant in the coming year to support its essential work in the youth community. At a time of declining budgets this is welcome. WCC is seeking savings in the region of £30 million for the financial year 2107/18 and such matters tend to dominate our planning.

You will know that each year I am allocated £10,000 of your money to dispense to worthy causes. This budget has been protected for the upcoming two years, and I am pleased to be able to report that I was able to allocate £1,000 to Café 27 in the current year.

Naturally, I am open to suggestions for spending in the coming year. All such allocations are detailed for me and all my colleagues on the WCC website, should you wish to see the sort of operations I have been able to support.

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

04.04.16

MHDC April Report for Tenbury Town Council and Tenbury Joint Partnership

AWP- 31/03/2016

MHDC's FIVE YEAR BUSINESS PLAN

In accordance with Government policies we have produced our first ever business plan to ensure we are a sustainable organisation. This was approved at the last council meeting outlining our medium term financial planning in a open and transparent way. The Conservative administration have already delivered £3.3m savings. However, due to the revenue grant reducing very quickly year on year we need to find a further £1.9m over the next four and a half years.

The four key drivers in this business plan are as follows:

EFFICIENCIES

In association with Wychaven DC we have set up a joint management team which is delivering £140,000 savings for us each year.

In addition the setting up of joint legal services and joint housing services is producing a further £140,000. Under consideration too is the consolidation of our offices into one building producing further savings and allowing the sale or letting of surplus accommodation.

PARTNERSHIPS and SERVICES

Since May 2015 the council have signed up Freedom Leisure to run our leisure centres which is delivering a further £250,000 of savings each year.

A further scenario in terms of services would be the outsourcing of waste collections and our street scene services. We know that the private sector is very efficient at delivering these services for the benefit of our residents. As a consequence we are waiting to see if we have an acceptable business case in conjunction with Worcester City Council and Wychaven DC.

INVESTMENT and GROWTH

This area is where we see investment producing savings.

Investment in efficient lighting systems for the Malvern Theatres is delivering £20,000 whilst investment in Malvern Hills Science Park is producing a further £25,000.

INCOME GENERATION

MHDC are the first council in Worcestershire to roll out a commercial recycling service.

With 299 tonnes recycled already this has produced a further income of £33,000 per year.

MHDC's PLANS for RESIDENTS, BUSINESSES and VISITORS

A 5 year corporate strategy has been produced which has 3 priorities which are:

Building stronger and healthier communities, driving economic growth/prosperity and making the most of our superb environment. There are 26 actions to be completed in the next 5 years.

The first priority includes delivering more affordable homes and bringing empty homes back into use to help the national housing shortage. Less active people are to be encouraged to become involved in physical activity and at least 10 sport/health related activities will be promoted in rural areas.

The second area involves supporting at least 300 businesses to survive or grow through start-up and expansion schemes and making land available at the science Park to create more than 200 jobs.

A further target is the creation of 50 new apprenticeships per year.

These ambitious goals involve lobbying to secure funding for a new Carrington Bridge and road through to the Powick roundabout.

These endeavours necessitate working with key employers including Morgan, the Three Counties and QinetiQ. Further activities involve the relocation of ESP to Blackmore Park to an environmentally sustainable building and opening up an important business park. Supporting the Malvern Festival of Innovation which attracted 2500 visitors helped the local economy.

Another important factor was the launch of a new graduate scheme offering businesses £1,000 to take on a post graduate student and providing funding to expand the Cyber Apprenticeship Development Scheme to sixth form pupils across the district.

Finally, investing up to £10m in new open spaces, play areas and sports pitches across the district is seen as an important part of the strategy. Alongside this goes the support and improvement of marketing to attract greater numbers of visitors to this whole area, one of the most beautiful in the whole country.

Tenbury Town Council as at end February 2016

prepared 08/03/2016

Financial Year ending 31/03/16	CURRENT	RESERVES	Alto Card		TOTALS
	UNITY TRUST	UNITY TRUST	& Petty Cash	WCC Deposit A/C	
Balance at 31/01/2016 (cash at bank and in hand)	15908.46	77735.25	88.17	955.43	94687.31
Balance at 29/02/2016 (cash at bank and in hand)	15491.25	77735.25	88.17	955.43	94270.10
Variance	-417.21	0.00	0.00	0.00	-417.21

APPROVED TRANSACTIONS - CLEARED ACCOUNTS

Payee	Payment Ref	Date	Amounts	Reference
Newsquest Media Group	1516233	19/02/16	-48.00	Wedding feature - Ludlow Advertiser
Orange Payment Processing	1516234	11/02/16	-7.44	Groundsman's Phone
Mr C. Bunn	1516235	12/02/16	-218.50	Lengthsman for January
Activ Web Design	1516236	12/02/16	-150.00	On-going support, maintenance & hosting of Town Co
Ludlow Mayor's Charity Event	1516237	12/02/16	-60.00	Two tickets for Mayor M Willis
Adrian Hope Tree Services	1516238	19/02/16	-462.00	Tree work on Oak Tree at The Burgage
EZ Cleaning	1516239	12/02/16	-35.00	Bus Shelter & Pump Rooms Window Cleaning
CMP Consult	1516240	12/02/16	-50.00	Skate Park PCC fund application
Caldicott Bros	1516241	12/02/16	-15.45	Bow Saw & WD40
Mainstream Digital Ltd	1516242	15/02/16	-3.67	Call Charges 05/01/16 - 29/01/16
Pershore Mayor Charity Conci	1516243	12/02/16	-20.00	Two tickets for Mayor M Willis
Upton Mayor Charity Evening	1516244	12/02/16	-30.00	Two tickets for Mayor M Willis
SNA Manufacturing	1516245	12/02/16	-352.20	Tenbury Town Council Badges
J G Banfield & Sons Ltd	1516246	26/02/16	-263.50	Repair to Regal rear entrance door - fitting of glass
Opus Energy	1516247	26/02/16	-85.63	Electric Pump Rooms 12/01/16 - 11/02/16
Andy's Mower Servicing	1516248	26/02/16	-215.00	Mower Servicing
Regal Tenbury Trust		08/02/16	367.00	Regal Rent
MHDC	1514016	11/02/16	280.00	Mowing Contribution
Regal Tenbury Trust		12/02/16	7.50	Printing
Action for Children	1516416	12/02/16	661.50	Hire of Pump Rooms May - Nov
Liz Finlay		16/02/16	60.00	2 Tickets for Mayor Civic Dinner
MHDC	1519016	19/02/16	27.00	Hire Pump Rooms St Johns Ambulance
ABC Fostering	1518016	19/02/16	27.00	Hire Pump Rooms
WCC Chairman		19/02/16	60.00	2 Tickets for Mayor Civic Dinner
HMRC		22/02/16	1571.59	Q2 VAT repayment
HMRC		25/02/16	2183.20	Q3 VAT repayment
Telford & Wrekin Council		26/02/16	20.00	Hire Pump Rooms
WCC		26/02/16	430.75	Lengthsman
Tenbury Rambiling Club	1518816	18/02/16	22.00	Hire Pump Rooms 18.1.16
Environment Agency	MD01114	18/02/16	10.00	Wayleaves
Tenbury Bowls Club	15181116	18/02/16	28.00	Hire Pump Rooms 1.3.16 & 19.3.16
Caldicotts		19/02/16	40.00	Interment in existing grave - J Seccombe
Tenbury Rambiling Club	1518816	18/02/16	22.00	Hire Pump Rooms - 15.2.16
Tenbury in Bloom		18/02/16	4.00	Hire Small Meeting Room - Feb & March
SALARIES M10	M11	25/02/16	-4222.36	SALARIES M11

TRANSACTION TOTALS for FEBRUARY 2016	-417.21	0.00	0.00	0.00	0.00
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APPROVAL OF PAYMENTS

MARCH PAYMENTS

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Ref.
Orange Payment Processing	1228066182	24/02/15	1516249	£ 7.44	£ 1.24	£ 6.20	Groundsman's Phone
Mr C. Bunn	Feb	29/02/16	1516250	£ 287.50	£ -	£ 287.50	Lengthsman for February
UK Fuels Ltd	1417950	28/02/16	1516251	£ 25.00	£ 4.17	£ 20.83	Petrol
British Gas Business	984074928	03/03/16	1516252	£ 602.89	£ 28.70	£ 574.19	Gas - Pump Rooms 21/11/15 - 01/03/16
Mainstream Digital Ltd	724977	31/01/16	1516253	£ 57.44	£ 9.57	£ 47.87	Line Rental 14/2/16-13/5/16 Call Charges 01/02/16 - 29/0
Chris King-Turner	442	29/02/16	1516254	£ 305.00	£ -	£ 305.00	Parish Paths Clearance Work
Liz Finlay	0	00/01/00	1516255	£ 60.00	£ -	£ 60.00	REFUND 2 Tickets for Mayor Civic Dinner
WCC Chairman	0	00/01/00	1516256	£ 60.00	£ -	£ 60.00	REFUND 2 Tickets for Mayor Civic Dinner
EZ Cleaning	39	10/03/16	1516257	£ 15.00	£ -	£ 15.00	Bus Shelter Cleaning
Activ Web Design	230	08/03/16	1516258	£ 249.00	£ -	£ 249.00	50% down payment re.Neighbourhood Planning Website
Opus Energy	19904601	12/03/16	1516259	£ 81.21	£ 3.87	£ 77.34	Electric Pump Rooms 12/02/16 - 11/03/16

Pending confirmation of total - provisional amounts shown

Tenbury NILS				£ 450.00	£ -	£ -	Charity Funds raised by the Mayor of Tenbury Wells
Tenbury Transport Trust				£ 450.00	£ -	£ -	Charity Funds raised by the Mayor of Tenbury Wells
Tenbury & District Museum Society				£ 450.00	£ -	£ -	Charity Funds raised by the Mayor of Tenbury Wells
Advantage Stationary				£ 140.00			Stationary & Disposables for Pump Rooms
West Mercia Supplies				£ 145.00	£ -	£ -	Photocopy Charges 27/08/14 - 26/11/14
Npower Ltd				£ 145.00	£ -	£ -	Electricity Sports Pavillion Rooms
Npower Ltd				£ 52.00	£ -	£ -	Electricity Sports Changing Rooms
Npower Ltd				£ 625.00	£ -	£ -	Footpath Lighting -31/12/14 - 31/03/15
Mr C. Bunn	March			£ 240.00	£ -	£ -	Lengthsman for March
EZ Cleaning				£ 15.00	£ -	£ -	Bus Shelter Cleaning March
Mainstream Digital Ltd				£ 8.00	£ -	£ -	Pump Rooms Call Charges 01/03/16 - 29/03/16
HMRC	Q4			£ 3,300.00	£ -	£ -	Q4 NICs & TAX Jan to Mar 2014
SALARY PAYMENTS MAR	MARCH		M12	£ 4,300.00	£ -	£ 4,300.00	M12 SALARY PAYMENTS

TOTAL £ 12,070.48

CREDIT CARD TRANSACTIONS

Payee	Inv. Date	Paym Ref	Total	VAT	Net	Ref.
Spar			£ 62.30	£ 10.22	£ 52.08	Refreshments re. Neighbourhood Plan Open Event
Spar			£ 2.00	£ 0.33	£ 1.67	Refreshments re. Neighbourhood Plan Open Event
Amazon.co.uk			£ 171.13	£ 34.23	£ 136.90	Two Portable Cameras & Flash Memory

TOTAL FOR MARCH BILL PAYABLE IN APRIL £ 235.43

APRIL PAYMENTS CURRENTLY AWAITING APPROVAL

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Ref.
Barclaycard		27/03/16		£ 235.43	£ 44.78	£ 190.65	Credit Card Transactions March 2016
Petty Cash				£ 200.00	£ -	£ 200.00	Petty Cash Top Up Card
Orange Payment Processing				£ 7.44	£ 1.24	£ 6.20	Groundsman's Phone April
Severn Trent Water Ltd		13/02/16		£ 33.63	£ -	£ 33.63	Water Burgage 1/4/14-31/3/15
Zurich Municipal	21186009	26/02/16		£ 4,437.11	£ -	£ 4,437.11	Insurance - All Cover 2014/15
SLCC Enterprises Ltd				£ 210.00	£ -	£ 210.00	Clerk SLCC Membership 2014/15
Herefordshire Housing Limited				£ 28.21	£ -	£ 28.21	Clerk Lone Worker Alarm
NALC - LCR				£ 17.00	£ -	£ 17.00	Subscription 2015/16
Regal Tenbury Trust Ltd				£ 5,000.00	£ -	£ 5,000.00	Support Grant Installment 1
Worcs CALC				£ 750.00	£ -	£ 750.00	Membership Fees 2014/15
Opus Energy				£ 82.00	£ 4.10	£ 77.90	Electricity Pump Rooms April
Malvern Hills District Council				£ 430.00	£ -	£ 430.00	Rates Palmers Car Park
Malvern Hills District Council				£ 35.00	£ -	£ 35.00	Rates Pavilion Burgage
Malvern Hills District Council				£ 310.00	£ -	£ 310.00	Rates Pump Rooms

CURRENTLY OUTSTANDING TO END APRIL £ 11,775.82

TENBURY AND BURFORD NEIGHBOURHOOD PLAN STEERING GROUP
Progress Report to Town Council, Meeting 7pm, 04 April 2016, Pump Rooms

1. Area Designation

Formal confirmation now received from MHDC (lead authority) that our area is now designated.

2. Awareness Meeting

Meeting held on 17 March 2016 went well. This was by invitation only and turnout was good with approx. 30 guests plus several councillors from both Tenbury and Burford. Encouragingly, most attendees left comments on various theme boards – a total of 50 were received. These have now been analysed and added to our list of Issues for consideration by the Steering Group. There was nothing new with many comments (36%) relating to services and similar in nature to issues raised in the Community Plan of 2012.

3. Web Site

Dawn and I met again with the web design earlier this month to review the design and apart from one or two tweaks it looks good. I've been working on the structure so that it aligns with the Plan and on bits of wordage which has now been circulated to the SG for discussion and approval at our next meeting. I hope that the site will go live before the end of the month.

4. The Consultants

Our next meeting with Kirkwells is on the 28 April 2016 when we will amongst other items be discussing preferred options and planning policy assessment. Following this meeting we will be in a position to start planning our first major consultation event; the format and details of which will be discussed at our next SG meeting on Thursday 14 April 2016. This event will be a major milestone!

Regal Trust Report March 2016

Attendance figures

March 2013 3074 patrons

March 2014 2058 patrons

March 2015 2164 patrons

March 2016 2351 patrons

Although we increased the number of patrons this month, only a few films performed well. The best was Dad's Army but even this failed to deliver the numbers that had been expected.

We only hosted one live show this month, The Sounds of Simon, a Simon and Garfunkel Tribute show. The show was excellent and did perform better than our target. Broadcast shows were poorly supported and there may now be an oversupply in the market, with less popular titles and events being screened. The award winning adaptation of the Railway Children wasn't as well attended as we had hoped. Sales across the country had been very good and we gave it maximum exposure so we are at a bit of a loss to understand this.

Lindridge School held their Oscar's evening at the Regal, screening a selection of short films shot by and featuring the Children from the school. We did have a small technical problem with the media supplied, but experience has now taught us to have a back-up copy, so we were able to switch with a very short delay. After the screening, the children were presented with awards. From the exit chatter, I think we can conclude that the evening was very successful.

The newly formed Regal Theatre Company for adults are to host an open day at the Regal on Saturday 9th April. They are encouraging anyone with the slightest interest in Theatre to come along and find out more about the Regal and how they can "Make Theatre Happen".