

## TENBURY TOWN COUNCIL 2025/26 MEETING TC01

You are hereby summoned to attend the meeting of

### TENBURY TOWN COUNCIL

to be held on

**MONDAY 7<sup>th</sup> APRIL 2025**

**at 7.30pm**

**in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA**

For the purpose of transacting the following business as detailed on the agenda below.



**Lesleyann Bruton**  
**Town Clerk**  
**31<sup>st</sup> March 2025**

**Email: [clerk@tenburytown.org.uk](mailto:clerk@tenburytown.org.uk)**  
**Telephone: 01584 810118/07375 939819**

### AGENDA

#### **C25.01 APOLOGIES FOR ABSENCE**

To receive apologies submitted by Members of the Town Council for absence. Schedule 12 of the Local Government Act 1972 requires that a record be kept of the Members present and that this record forms part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

#### **C25.02 CO-OPTION**

- (i)** To consider the applications for Co-option for the vacancy of office of Councillor to represent the Town Ward.
- (ii)** Declaration of Acceptance of Office and Code of Conduct to be signed by the Co-opted Members and witnessed by the Proper Officer for the Town Council.

#### **C25.03 DECLARATIONS OF INTEREST**

To receive declarations of interest made by Members under the Code of Conduct pursuant to the Localism Act 2011 in respect of items on the agenda.

- (i)** Register of Interests: **Councillors are reminded of the requirement to update their Register of Interests.**
- (ii)** To declare any Disclosable Interests in items on the agenda and their nature.
- (iii)** To declare any Other Disclosable Interests (Pecuniary or Non-Pecuniary) in Items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest or Other Disclosable (Pecuniary or Non-Pecuniary) Interest that falls within the Code of Conduct para 12 (4)

**(b) must leave the meeting for the relevant items.** Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

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### C25.04 DISPENSATIONS

To be advised of written requests from Town Councillors to the Town Clerk to grant a dispensation to speak and or/vote on matters for which they have made a declaration of interest pursuant to Section 33 of the Localism Act 2011 and to the Council's adopted Standing Orders and Code of Conduct. Requests for dispensation must be in writing, addressed to the Town Clerk and received as soon as possible before the meeting.

### C25.05 PUBLIC PARTICIPATION

To receive any questions that may be put to the meeting by members of the public.

The period of time designated for public participation at a meeting in accordance with Standing Order 3 (e) shall not exceed 15 minutes unless directed by the Chair of the meeting. Subject to Standing Order 3 (f), a member of the public shall not speak for more than 5 minutes.

#### **Public Question Time – General**

Members of the public are invited to give their views and question the Council on **items on the agenda**, or to raise issues for future consideration at the discretion of the Chair. **Members of the public may not take part in the Council meeting.**

### C25.06 THE ROUND MARKET

To receive a presentation from Edmund Simons, Associate Professor of Heritage Management on the feasibility study being undertaken on The Round Market.

### C25.07 MINUTES

To approve and sign the draft minutes of the following meetings:

- |      |   |                   |
|------|---|-------------------|
| (i)  | Tenbury Town Council – 3 <sup>rd</sup> March 2025.                | <b>Appendix 1</b> |
| (ii) | Tenbury Town Council Extra Ordinary – 17 <sup>th</sup> March 2025 | <b>Appendix 2</b> |

### C25.08 DRAFT MINUTES OF COMMITTEE MEETINGS

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

- |      |  |                   |
|------|--|-------------------|
| (i)  | Facilities Committee – 10 <sup>th</sup> March 2025         | <b>Appendix 3</b> |
| (ii) | Finance & Staffing Committee – 24 <sup>th</sup> March 2025 | <b>Appendix 4</b> |

### C25.09 INSURANCE RENEWAL 2025/2026

**Appendix 5**

- |      |   |
|------|---|
| (i)  | To note the insurance renewal with Zurich Municipal for the period 1 <sup>st</sup> April 2025 – 31 <sup>st</sup> March 2026 (Note 2025/26 is the 3 <sup>rd</sup> year of a 3-year Long Term Agreement). |
| (ii) | To consider any amendments to the policy renewal.   |

### C25.10 CHANGING ROOMS

**Appendix 6**

- |       |  |
|-------|--|
| (i)   | To note the Structural Engineer's report for the referee's changing rooms        |
| (ii)  | To consider the recommendation of trial pits and CCTV survey at a cost £1,190.00 |
| (iii) | To consider other options for the building.                                      |

## **TENBURY TOWN COUNCIL 2025/26 MEETING TC01**

### **C25.11 ROSPA PLAY SAFETY INSPECTION REPORTS**

**Appendix 7**

To note the RoSPA Play Safety Inspection Reports and required actions.

### **C25.12 LENGTHSMAN**

**Appendix 8**

- (i) To note the annual funding of £3,371.43 from Worcestershire County Council
- (ii) To note the Annual Agreement with Worcestershire County Council
- (iii) To confirm the re-appointment of the Lengthsman at an hourly rate of £17.00 with effect from 1 May 2025.

### **C25.13 COMMUNITY INVESTMENT**

To consider potential capital projects for the Council to submit a bid through the District Council's Legacy Grant Fund Scheme.

### **C25.14 FLOODING ISSUES**

To note and consider any flooding issues.

### **C25.15 BUS SHELTER**

To consider the concerns raised regarding the bus shelter.

### **C25.16 REPRESENTATIVES ON OUTSIDE BODIES**

**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 Ingram
- (vii) Tenbury French Twinning Association – Cllr L. Davies
- (viii) Tenbury Blooms – Cllr L. Davies
- (ix) Malvern Hills District Youth Action Network – Cllr F. Knight
- (x) Tenbury Flood Action Group – Cllr B. Smith

### **C25.17 EXCLUSION OF PRESS AND PUBLIC**

To consider 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.

### **C25.18 THE REGAL**

- (i) To receive updates on matters.
- (ii) To note the land notification and action.

## **TENBURY TOWN COUNCIL 2025/26 MEETING TC01**

### **C25.19 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.

### **C25.20 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA**

Councillors are requested to use this opportunity to report **minor matters** of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is **not** an opportunity for **debate or decision making**.

### **C25.21 DATE AND TIME OF NEXT MEETING**

Monday 12<sup>th</sup> May 2025 at 7:00pm – Annual Council Meeting