

TENBURY TOWN COUNCIL 2025/26 MEETING TC03

You are hereby summoned to attend the meeting of

TENBURY TOWN COUNCIL

to be held on

MONDAY 9th JUNE 2025

at 7.00pm

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.

L. Bruton

Lesleyann Bruton

Town Clerk

2nd June 2025

Email: clerk@tenburytown.org.uk

Telephone: 01584 810118/07375 939819

AGENDA

C25.57 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.

C25.58 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.

C25.59 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.

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C25.60 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.

(i) 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.**

(ii) Report from the Safer Neighbourhood Police Team

To receive a report from the Safer Neighbourhood Police Team.

(iii) Worcestershire County Council

To receive a report from the County Councillor.

(iv) Malvern Hills District Council

To receive a report from the Malvern Hills District Councillors.

C25.61 MINUTES

Appendix 1

To approve and sign the draft minutes of the meeting of Tenbury Town Council held on 12th May 2025.

C25.62 DRAFT MINUTES OF COMMITTEE MEETINGS

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

- | | |
|---|-------------------|
| (i) Facilities Committee – 19 th May 2025 | Appendix 2 |
| (ii) Finance & Staffing Committee – 2 nd June 2025 | Appendix 3 |
| (iii) Planning Committee – 2 nd June 2025 | Appendix 4 |

C25.63 EXPENDITURE INCURRED UNDER LGA 1972 S.137

Appendix 5

To review and confirm the Council's expenditure in 2024/25 incurred under s.137 Local Government Act 1972.

C25.64 COMMUNITY INFRASTRUCTURE LEVY

Appendix 6

To note the Community Infrastructure Levy Financial Statement for the year ended 31 March 2025.

C25.65 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25 **Appendix 7**

To receive and approve the Council's Annual Governance and Accountability Return (AGAR) 2024/25 for the financial year ending 31/03/2025.

- (i) **To approve Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for the financial year to 31/03/2025.**

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- (ii) To approve Section 2 of the Annual Governance and Accountability Return, the Annual Accounting Statements for the financial year to 31/03/2025.
- (iii) To note the Explanation of Variances
- (iv) To note the Provision for the Exercise of Public Rights
- (v) To note the Bank Reconciliations for the period ending 31 March 2025.

C25.66 INTERNAL AUDIT REVIEW

Appendix 8

To review the effectiveness of the Internal Auditor.

C25.67 ANNUAL AGREEMENT

Appendix 9

To consider the renewal of the Annual Agreement with Tenbury Blooms for the maintenance of the Town Council planters.

C25.68 BORROWING

To confirm the borrowing term for the application is 10.5 years.

C25.69 RISK MANAGEMENT POLICY

Appendix 10

To consider and agree the Risk Management Policy

C25.70 LOCAL GOVERNMENT IN WORCESTERSHIRE

Appendix 11

To consider a response to the local government reorganisation in Worcestershire survey.

www.shapeworcestershire.org

C25.71 THE PUMP ROOMS

Appendix 12

To consider undertaking a survey of The Pump Rooms and produce a schedule of repairs at a cost of £6,000.00 to be funded from The Pump Rooms Reserve.

C25.72 CIVIC GARDENS

Appendix 13

To consider reducing the height of the Holly tree in The Civic Garden at a cost of £400.00 as per a request for the tree to be inspected by the Facilities Committee.

C25.73 THE PAVILION

To note the restoration works to date.

C25.74 COMMUNITY INVESTMENT

To note the submission of an Expression of Interest to the District Council's Legacy Grant Fund Scheme for the play areas.

C25.75 FLOODING ISSUES

To note and consider any flooding issues.

C25.76 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

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- (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

C25.77 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.

C25.78 THE REGAL

- (i) To receive and consider updates on matters.
- (ii) To agree the contract for the roof works (phase 1)

C25.79 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.

C25.80 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**.

C25.81 DATE AND TIME OF NEXT MEETING

Monday 7th July 2025 at 7:00pm