

TENBURY TOWN COUNCIL 2025/26 MEETING T09

**Minutes of the meeting of TENBURY TOWN COUNCIL held on
Monday 10th November 2025 at 7.00 pm
in The Pump Rooms, off Teme Street, Tenbury Wells, WR15 8BA**

PRESENT: Cllrs S. Bowkett, E. Bunting, R. Connolly, L. Davies, M. Davies, A. Gould, F. Knight, D. Patrick, R. Perrin (Chair), S. Russell and B. Smith.

IN ATTENDANCE: The Town Clerk, the Assistant to the Town Clerk, Worcestershire County Council, Cllr. J. Bowen, Malvern Hills District Council, Cllr. L. Bruton and Cllr. A. Wilmott, the Head of Natural, Built & Historic Environment (Malvern Hills District Council) and 13 members of the public.

C25.179 APOLOGIES FOR ABSENCE

Members received apologies for absence from Cllr. D. Ingram due to a personal commitment.

C25.180 CO-OPTION

No applications for co-option were received.

C25.181 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.

C25.182 DISPENSATIONS

The Town Clerk stated that there had been no requests for dispensation.

C25.183 PUBLIC PARTICIPATION

Members received any questions that may be put to the meeting by members of the public.

(i) Public Question Time – General

None

(ii) Report from the Safer Neighbourhood Police Team

No report was received.

(iii) Worcestershire County Council **Appendix A**

Cllr. Bowen's report had been circulated. Cllr. Bowen highlighted several points in his report including the current state of the County Council's finances and the Council's proposal for Local Government Reorganisation, which was approved at the Council's meeting held on 6th November, for a single unitary authority.

Cllr. Bowen also stated that he would continue as the County Council representative for Tenbury at the Regional Flood and Coastal Committee meetings.

(iv) Malvern Hills District Council **Appendix B**

Cllr. Bruton and Cllr. Wilmott had submitted reports, which had been circulated.



TENBURY TOWN COUNCIL 2025/26 MEETING T09

C25.184 HEAD OF NATURAL, BUILT & HISTORIC ENVIRONMENT

Members discussed the implications of the Property Flood Resilience scheme with the Head of Natural, Built & Historic Environment (Malvern Hills District Council), who wished to assure the Town Council her commitment and support in finding solutions to planning, conservation and listed building considerations in any proposed flood resilience measures. The department is currently recruiting additional Heritage Officers and planning application times have been reduced. The District Council does not want to hold the scheme from progressing.

A Member queried if the planning application process could be started prior to funding being in place. The Officer stated that detailed applications would be required before a decision could be made.

C25.185 BURGAGE BOWLING LEAGUE

Members received a presentation from a member of The Burgage Bowling League and consider the club's requests.

The representative stated that the club is aware that the Council is facing difficult financial times, therefore the club would like to request that the Town Council consider assigning the upkeep of the bowling green to the club, which would be undertaken by themselves and/or contractors. The club believe this would cut the cost of the bowling green upkeep to the Council and reduce fees for the club members.

A Member stated that funding of the green maintenance is from Tenbury residents' Council Tax, could the club provide the number of club members who reside in Tenbury for Council Tax purposes.

The representative stated that he did not know the exact numbers and would forward the numbers to the Town Clerk.

Another Member asked if the bowling league would request exclusivity of the green if they were maintaining it.

The representative stated that the league would not ask for this and the general public would still be able to use the facility.

It was unanimously

RESOLVED:

To defer a decision until further information is provided by the Bowling League.

C25.186 MINUTES

To approve and sign the minutes of the meeting of Tenbury Town Council held on 6th October 2025.

It was proposed by Cllr. E. Bunting seconded by Cllr. D. Patrick and unanimously

RESOLVED:

The minutes of the meeting of Tenbury Town Council held on 6th October 2025 were confirmed as a true and accurate account of the meeting. The minutes were duly signed by the Chair as a true and accurate record of the proceedings.



TENBURY TOWN COUNCIL 2025/26 MEETING T09

C25.187 INTERNAL AUDIT

Members discussed the 2025/26 Internal Audit Interim Report.

The Town Clerk was commended for her work.

It was proposed by Cllr. S. Russell seconded by Cllr. A. Gould and unanimously

RESOLVED:

To note the Internal Auditor's 2025/26 Interim Report prepared by Auditing Solutions Ltd and that there were no matters arising to warrant formal recommendation.

C25.188 IT POLICY

Members discussed the IT Policy. A Member asked the process for encrypting emails.

It was proposed by Cllr. R. Connolly seconded by Cllr. A. Gould and unanimously

RESOLVED:

To adopt the IT Policy, as required for assertion 10 of the Annual Governance and Accountability Return (AGAR).

C25.189 ARBORICULTURAL ASSESSMENT

(i) Members noted the health and condition survey report of the trees located on the Town Council land.

(ii) It was proposed by Cllr. S. Russell seconded by Cllr. E. Bunting and unanimously

RESOLVED:

To accept the quotation of £795.00 to carry out the recommended works subject to any Tree Protection Orders being in place.

C25.190 THE PUMP ROOMS

Members discussed the repairs survey report and the funds available in the Pump Rooms reserves. The repairs would be approximately £72,000.00 with £41,000.00 currently available in the Pump Rooms Earmarked Reserve.

It was proposed by Cllr. L. Davies seconded by Cllr. R. Connolly and unanimously

RESOLVED:

To defer works arising from The Pump Rooms repairs survey report until measures resulting from the Flood Resilience Surveys had been confirmed and additional funds available in the Pump Rooms Earmarked Reserve.

C25.191 ARMISTICE DAY CEREMONY

Members noted the Armistice Day ceremony in the Memorial Garden at 10:45am on Tuesday 11th November 2025 followed by refreshments in The Pump Rooms.



TENBURY TOWN COUNCIL 2025/26 MEETING T09

C25.192 PROPERTY FLOOD REPORTS

Members noted the property flood reports for The Pump Rooms and The Regal.

It was noted that The Regal report would be revised following an inspection of the cellar.

C25.193 STATEMENT OF LICENSING POLICY REVIEW

Members noted consultation on the Statement of Licensing Policy review, forwarded to Members for comment.

C25.194 FLOODING ISSUES

Members received an update on a proposed Community Emergency Plan & Flood Action Plan supported by Malvern Hills District Council and potential funding.

C25.195 REPRESENTATIVES ON OUTSIDE BODIES

To receive reports from the representatives on outside bodies:

- (i) **CALC Area Meeting** – Mayor & Deputy Mayor – No report
- (ii) **Regal Tenbury Trust Ltd** – Mayor & Town Clerk – No meeting.
- (iii) **Tenbury Area Partnership** – Deputy Mayor – Next meeting December.
- (iv) **Tenbury Museum** – Cllr Patrick – The museum is now closed for winter. There is no update on the future plans.
- (v) **Chamber of Trade** – Mayor – The Chamber of Trade have been fundraising for the cost of the Christmas lights. These will be switched on Saturday 22nd November.
- (vi) **Philip Baylies Trust** – Cllr Ingram – No report
- (vii) **Tenbury French Twinning Association** – Cllr L. Davies – There will be a fundraising event, Beaujolais Nouveau Evening, on the 21st November 2025.
- (viii) **Tenbury Blooms** – Work on the planters is due in the next two weeks.
- (ix) **Malvern Hills District Youth Action Network** – Cllr F. Knight – Next meeting is in December.
- (x) **Tenbury Flood Action Group** – Cllr B. Smith – There was a well-attended meeting on 20th October 2025, however there was no new business.
- (xi) **Wheeler Charity** – Mayor – No report

C25.196 EXCLUSION OF PRESS AND PUBLIC

Members agreed 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.

C25.197 DAVID AND CHRISTINE LLOYD JONES FOUNDATION

The letter from the Foundation was noted.



TENBURY TOWN COUNCIL 2025/26 MEETING T09

It was proposed by Cllr. R. Connolly seconded by Cllr. E. Bunting and unanimously

RESOLVED:

The Town Clerk to request a meeting with a pre agreed agenda. Cllr. R. Connolly, Cllr. L. Davies, Cllr. M. Davies and Cllr. S. Bowkett and interested parties to attend.

C25.198 SOLICITORS

It was proposed by Cllr. R. Connolly seconded by Cllr. S. Russell and unanimously

RESOLVED:

To agree on the appointment of FBC Manby Bowdler Solicitors.

C25.199 TENBURY COMMUNITY POOL

It was proposed by Cllr. L. Davies seconded by Cllr. M. Davies and unanimously

RESOLVED:

To agree the terms to grant a new lease with Tenbury Community Pool.

C25.200 PAVILION

Members noted the Tender report for the renovation works.

C25.201 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.

C25.202 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

Cllr. Connolly reported the flashing warning lights on Oldwood Road for the high school were not working. The Town Clerk to report to the school.

Town Clerk to follow up bus shelter replacement.

The Mayor is holding a raffle at Tesco on Saturday 18th November in support of Autism West Midlands.

C25.203 DATE AND TIME OF NEXT MEETING

Monday 8th December 2025 at 7:00pm

Meeting closed at 8.57 pm

Signed

Date

