



# EVESHAM

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## TOWN COUNCIL

**MINUTES OF THE MEETING OF THE TOWN COUNCIL**  
**HELD ON MONDAY 8<sup>TH</sup> JULY 2024**  
**IN THE COUNCIL CHAMBER AT THE TOWN HALL, EVESHAM AT 6:30PM**

- PRESENT:** Councillor: R. Raphael (Mayor)
- Councillors: J. Clatworthy, R. Hale, P. Scurfield, Mrs S. Amor, M. Arens, S. Brotherton, J. Campbell-Muir, Mrs M. Griffiths, Mrs J. Haines, T. Haines, Miss S. Hemming, B. Kimberley, Mrs C. Kimberley, Mrs E. Stokes and Mrs J. Tucker
- OFFICERS PRESENT:** Mrs J. Adams
- ALSO PRESENT:** 1 representative from the Evesham Journal; 1 member of the public
- 38. Apologies for Absence**  
Apologies for absence had been received from Cllrs A. Booth D. Davis, A. Dyke, M. Goodge, Ms A. Lyon, Mrs E. Nishigaki, Mrs C. Smith and the Mayor's Chaplain, Revd C. Green.
- 39. Declarations of pecuniary or other interest**  
There were none.
- 40. Announcements by the Town Mayor**  
Cllr Raphael reported that the Quiz Night at Bengeworth Club had raised £665 for the Mayor's charities. The next quiz was on 20<sup>th</sup> September. In addition:
- i. He had attended the Evesham Vale Welcomes Refugees event to consider Evesham becoming a Vale of Sanctuary and the John Martin commemoration service, and thanked councillors who had also attended these.
  - ii. The National Morris weekend and Evesham Running Club's 10k race had taken place.
  - iii. Nigel Huddleston had been re-elected as the MP for Evesham and Droitwich constituency (formerly Mid Worcestershire).
  - iv. The Mayor's Ball would take place on the 13<sup>th</sup> September at Vale Golf Club.
- 41. Updates from District and County Councillors**  
There were none.
- 42. Clerks Report**
- i. The tarmacking at All Saints and Waterside Cemetery had been completed.
  - ii. A new pole for the Vehicle Activated sign at Broadway Road had been requested from WCC.



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- iii. The legal work required in advance of the Almonry MEND project was nearing completion.
- iv. A revised Allotment Agreement had been prepared which clarified what was permitted with items such as polytunnels, trees, as well as outlining prohibitions and expectations. More inspections were being carried out and the team were clamping down on unworked plots. The waiting list had duly been reduced, there were currently only 5 allotments where payment had not yet been received.
- v. Bands in the Park was going well with no cancellations yet this summer.
- vi. The Garage Arts Mural had been put up at the top of Bridge Street.
- vii. Town Hall: the company that carried out the servicing for the Town Hall clock had to disconnect and lower the strike due to deterioration of one of the supporting beams. This was caused by water ingress through the roof and the beam could no longer bear the weight of the strike. The clock company would be sending a report with photos. The clock would be out of action for the foreseeable future.
- viii. Bengeworth church clock: working again after a long break.
- ix. Almonry: the roof stripping had been completed and the roofing team were sorting the stone slates to identify which could be salvaged, redressed and re-laid in due course. The museum collection was being recorded and packed ready for the move to secure storage and the new temporary location. Fundraising events planned included an evening walk, Pilgrim walks with Evesham Welcomes Walkers, and gin tasting. The next Almonry Panel meeting was on the 16th July. The Expression of Interest submitted to the National Lottery Heritage Fund had been successful and the Almonry Manager would submit a Development Round application within 12 months. A site and start-up meeting with MEND had taken place. Volunteers had finished the new Almoner's Garden and continued to carry out garden maintenance. Summer activities arranged this year were based around WWII and spycraft.
- x. The Green Team were busy planning new areas for burials at Waterside Cemetery, maintaining the cemeteries and keeping on top of summer growth. The summer planting was being maintained and watered daily and allotment planning and allocations continued.

### **43. Reports from Outside Bodies**

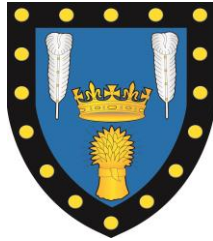
There were none.

### **44. Minutes of the Previous Meeting**

It was resolved to approve the minutes subject to the addition of Cllr Tuckers apologies at item 30.

### **45. Committee Minutes**

- Planning & Estates – 17 June 2024



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- Finance & General Purposes – 24 July 2024
- Personnel – 1 July 2024

It was resolved to approve the minutes, including the committee's recommendations, for the above meetings.

### 46. Finance

- Payments and Receipts for May 2024: It was resolved to accept the Payments and Receipts for May 2024.
- Mayoress's Literacy Project: A budget of £800 was agreed, at £100 per school.
- Update from the Standing Orders & Financial Regulations Review Working Group: Deferred.
- Almonry Admission fees: It was resolved to set fees for the Almonry to zero from the 1<sup>st</sup> August 2024. Proposed Cllr Hale, seconded Cllr Tucker and agreed.

### 47. Rural and Market Towns Group

The Rural Market Towns Group is a network of rural town councils set up by Rural Services Network (RSN). The aim is to provide a stronger voice for towns and parishes to encourage government to take more account of the specific needs of rural communities, including fairer funding. The membership fee for 2024/25 year was £137. Interaction with the Rural and Market Towns Groups activities would come under the Town Plan committee's remit.

It was resolved to join the Rural and Market Towns Group.

### 48. Town Hall

Cllr Scurfield led on the current challenges relating to the Town Hall following complaints from the bar operators. A report had been circulated responding to the complaints, outlined in the text below. There had also been complaints from hirers that the hall was too warm in the summer particularly since the windows had been secured to restrict the opening space.

- *Issues with the bar itself: the bar is small which limits the capacity for enough servers to attend to large numbers and the corridor itself is small. The bar itself gets excessively warm as it is a small space containing chiller units which themselves generate heat. There is no air conditioning or additional vents in the bar.*
- *Windows on first floor landing: These windows are designed for the bottom sash to open but not the top sash. They are in a poor state of repair. They cannot be considered to have a safe opening space, the same issue as the only openable windows in the hall (one of which is now held with tape). Cllr Scurfield and the clerk have been obtaining quotations for 'balustrades' on the inside of the window which will allow the windows to be opened while providing a physical restriction to prevent falls. During the visit by Ventrolla, we asked about the possibility of modifying the windows to allow the top sash to open. The*



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*immediate alternative would be to restrict opening of these windows to 100mm although this further restricts ventilation. This has now been done regardless. The windows have been of this design, and this problem evident, since the town council took over the town hall in 1995.*

- *Quotations have been received for ‘balustrades’ as mentioned above. One company has quoted for a glass solution. The second quotation is for a metal solution which will allow ventilation as well as safety. Further companies have failed to supply quotations, however the two obtained are supplied.*
- *The damaged window is not to be used. The sign instructing this is not evident, and it would appear that hirers have still attempted to use it, despite its obvious dangers. The window at the rear of the hall is little better and also has a fall risk. The bay windows at the end of the hall do not open. The damaged window has been locked to prevent any more use.*
- *Some windows have the relevant ropes and weights to allow opening from the top sash, specifically the two middle windows in the hall that overlook Vine Street. The remainder have no openable top sash. However the windows that have ropes and weights to allow the top sash to open have been painted shut and all are in a poor state of repair.*
- *Cllr Dyke, the clerk and the leaseholder’s representative attended a meeting with Ventrolla who carried out an inspection of the windows. We have chased and now received a redacted report which is very brief. The leaseholder is PJK Investments.*
- *Following the complaints of the hall being too hot for events, we have had to refund some bookings. We have investigated portable commercial air conditioning for the hall and a quotation is supplied. It is a large space and duly the cost is very high, and outweighs the income from the bookings by some margin. In the meantime, we have requested that the curtains are kept drawn in the daytimes when there is no booking to minimise light from the windows heating up the room.*
- *Leak at end of hall: Letters were written to the leaseholder enclosing photographs of the damage. As a result, a roof inspection was recently carried out and an inspection of the windows. The leaseholder is slow to respond and previous works have failed to address the issues raised.*
- *Leak in Mayors Parlour (there is no leak in the Chamber itself): This issue was raised in our correspondence with the leaseholder. The leaseholder attended in 2023 to fix this problem but it has reoccurred, and was notified later in 2023.*



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- *There is no scope in the lease to carry out the work in the hall or Mayor's Parlour and invoice the leaseholder for it. The leaseholder must be given the opportunity to rectify problems that they are responsible for, hence our correspondence with them.*

It was resolved to purchase steel balustrades to allow the restricted windows to be safely opened.

There being no further business the meeting was closed at 8.05pm.

### Public Questions

A resident addressed the council to put forward his concerns on multiple issues including the local traffic and the state of the Public Hall and Riverside Centre, among other matters.

The Mayor responded that the residents' views were welcomed but that many of his concerns were outside the remit of the town council, these included the location of the Fire Station (Hereford and Worcester Fire and Rescue Service) and Leisure Centre (Wychavon District Council), the continued local housing developments (Wychavon District Council and housing developers), issues concerning the hospital (NHS) and Magistrates Court and the traffic issues (Worcestershire County Council). He added that coaches in town had been discussed at Town Plan committee meetings and that Abbey Park was part of Wychavon District Council's remit. The town council continued discussions with the district council on the state of the Riverside Centre.

CLlr R. Raphael  
Mayor