

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON 11TH SEPTEMBER 2012**

Present:

Cllr S Jones	Cllr Boulton	Cllr Lloyd
Cllr Muir	Cllr Harwood	Cllr Sanford
Cllr Wardle	Cllr Mumford	

The meeting commenced at 7.00pm

In attendance: Vanessa Lawrence (Clerk), Laura Shack (Wilts & Glos Standard)- (Part)

In the absence of the Mayor, the Deputy Mayor (Cllr Mumford) chaired the meeting.

- 107 12/13 To note apologies for absence.**
Apologies were noted from:
Cllr C Roberts; Cllr S Roberts; Cllr Winney; Cllr Hing; Cllr M Jones; County Cllr Theodoulou
- 108 12/13 Declarations of Interest in Items on the Agenda**
Declarations of Interest were received from:
Cllr Muir – Item 127 – Personal Interest
- 109 12/13 To approve the Minutes of the Full Council meeting held 14th August 2012 (pp 036-040 12/13)**
It was **RESOLVED** to approve the Minutes of the Full Council held on the 14th August 2012 (pp 036-040 12/13) as a true and accurate record of the proceedings. Proposed Cllr Harwood seconded Cllr Sanford – all in favour.
- 110 12/13 Matters arising**
- **Cladding on the Vortex** - The Clerk confirmed that the matter raised by Cllr Hing regarding the cladding on the old Vortex building had been part of the original planning application.
 - Cllr Mumford confirmed that she had been into the office to sign her Declaration of Acceptance of Office
 - Cllr S Jones advised Cllrs that she was no longer able to attend the CWPT meeting on the 14th September and asked if anyone could attend on behalf of the Council. Cllr Lloyd said that he would attend. **ACTION: Clerk to send details to Cllr Lloyd**
- 111 12/13 To agree to adjourn the meeting for Public Question Time – there is a 10 minute time limit.**
It was **RESOLVED** to adjourn the meeting for Public Question Time. Proposed Cllr Wardle seconded Cllr S Jones – all in favour.

Although no members of the public were present, the Clerk had received an e-mail requesting the Council to consider an issue relating to the 8 Bells Public House. The Clerk read out the e-mail from S. Winter-Smith, and the Clerk explained that this resident has had issues with noise etc at the pub but that CDC and Cllr Hing have been looking into this and have been in communication with S Winter-Smith. The Council agreed that this matter is already being looked at by CDC and that the Town Council has no authority in Licensing matters. Copies of all correspondence relating to this matter will be forwarded onto the District Cllr. **ACTION: Clerk to forward all correspondence to District Cllr. Wardle.**

112 12/13 To agree to reconvene the meeting following Public Question Time.

It was **RESOLVED** to reconvene the meeting following Public Question Time.
Proposed Cllr S Jones, seconded Cllr Harwood – all in favour.

Laura Shack (Wilts & Glos Standard) arrived

113 12/13 Chairman's Announcements

- The tree planted on Bull Island by children, for the Queen's Diamond Jubilee has been stolen. Cllrs agreed to add a paragraph into the newsletter regarding this, and to put Flying Start Nursery and the Tree Preservation Group in touch with each other about a replacement tree. **ACTION: Clerk to add a short paragraph into the newsletter and to contact Clive Elliott (Flying Start) and Greg Phillips (Tree Preservation Group).**

114 12/13 To consider invitations to meetings (e-mailed)

Cllr Harwood reminded Cllrs that to date, all GMTF meetings had been solely attended by him and asked if other Cllrs are able to attend some of these meetings too. Cllr Lloyd said that he would attend the next meeting with Cllr Harwood on the 27th September. No further comments were received.

115 12/13 To consider correspondence received (for information only e-mailed)

No comments received.

116 12/13 Correspondences requiring a reply

Cllr Wardle distributed a letter signed by himself, Cllr Harwood, Cllr S Jones and Cllr Winney. This is a letter of apology to the Council which was requested by the Standards Board relating to a Code of Conduct complaint against these 4 Cllrs., from Cllr C Roberts in 2011. Cllr S Jones commented on the matter. The 5 Cllrs remaining, at this meeting, who have no interests in this matter, received the letter of apology on behalf of the Council.

117 12/13 To receive reports on meetings/events attended

- **Christmas Lights Working Group – meeting – Cllr C Roberts** – It was agreed that the report should be deferred for discussion under Item 121.
- **Community and RAF Fairford Liaison Group – Update** – The written report had been distributed to all Cllrs.
- **Tree Preservation Group** - Cllr Harwood reported that the Tree Preservation Group have had to put back the Tree Planting Scheme, to January, as they were unable to get all the information together in time for the August grant deadline.
- **FCC Trustees** – Cllr Harwood reported that the budget was presented and balanced. He said that the Centre was doing well and it seems that for the foreseeable future will continue to be profitable.
- **FCC Management Committee** – Cllr Wardle reported the budget was discussed and this would be presented to the Town Council's Finance Committee and to the PCC. Staffing matters were discussed. Cllr Wardle said that the matter of insurance claims for damage sustained in the building was raised and he had pointed out that repairs for some damage was being claimed back through the insurance company whilst other repairs costs for damage was being claimed back directly to those responsible for the damage. He said that more thought needs to be given in order to make this more equitable. He reported that the service charge next year will be reduced.

- 118 12/13 To receive report from District Councillor**
- **Waste** – Cllr Wardle said that details were available in the Cotswold News.
 - **CDC Spending** – Cllr Wardle reported that as from next month all expenditure would appear on CDC’s website.
 - **Budget** – Following complaints made by Cllr Wardle about the lack of detail shown in budgeting, he has been asked to participate in the process for the coming year by the Overview and Scrutiny Committee
 - **Warding Issues** – Last year a motion was passed to asking for a review by the Electoral Committee with a view to reducing District Cllrs. He was unsure as to what the Town/Parish Council would be able to do. Cllr Lloyds asked what impact this would have on Councillors for Fairford and Horcott and Cllr Wardle said that this would not affect the Council at all.
- 119 12/13 To receive report from County Councillor**
None available.

FACILITIES

- 120 12/13 To receive minutes from Facilities meeting held on 4th September 2012**
Cllr Wardle asked about the finances relating to the Festive Market with particular reference to purchase of gifts for the event. The Clerk said that a breakdown would be available for the next Finance meeting. **ACTION: Clerk to prepare breakdown figures for Finance meeting.**
- 121 12/13 To consider & agree extra funding for Xmas Lights Project.**
Cllr Sanford reported on the recommendation from the Facilities Committee. Debate took part regarding the project and it was agreed that risk assessments would need to be carried out relating to the erection of lights and that the insurance company would need to be contacted regarding cover. **ACTION: Clerk to contact insurance company and to prepare risk assessments.** Cllr Harwood said that the Council should do all that it could to encourage volunteers prepared to help with projects. It was **RESOLVED** to agree extra funding for the Xmas Lights Project but to refer the reallocation of funds for this to the Finance Committee for agreement. Proposed Cllr Harwood, seconded Cllr Mumford – all in favour.
- 122 12/13 To agree copy for October newsletter**
It was **RESOLVED** to agree the copy for the October newsletter to include a paragraph relating to the theft of the Tree on Bull Island. All in favour.

FINANCE

- 123 12/13 To approve retrospectively cheque payments to end of August 2012**
It was **RESOLVED** to approve retrospectively cheque payments for August 2012. Proposed Cllr Wardle, seconded Cllr Boulton – all in favour.
- 124 12/13 To receive income & expenditure figures to end August 2012**
The income & expenditure figures were received. Cllr Wardle asked if a breakdown of costs had been prepared relating to the Jubilee. The Clerk reported that the breakdown had been prepared but was awaiting a final check of the figures by Cllr Hing. A breakdown would be available for the Finance meeting, which would now be taking place in October and not September. **ACTION: Clerk to obtain final check of these figures from Cllr Hing and to have a copy available for the next Finance meeting.**

PLANNING

- 125 12/13 To receive Minutes of Planning Meeting held on 3rd July 2012 (pp 019-020 12/13) & 21st August 2012 (pp041-042 12/13)**
 Cllr Wardle asked if a reply had been received regarding the unilateral undertaking from Mr Wolton – Pips Field Development. Cllr S Jones, said that following the letter sent to Mr. Wolton, apart from a letter acknowledging receipt, no further comment has been received. Cllr Wardle said that if he, in his capacity as District Cllr, was required to help to let him know. A query was raised regarding the footpath at Lakes by Yoo. Cllr S Jones said that a letter had been sent and a reply was awaited. The minutes were received with no further comment.

HIGHWAYS

- 126 12/13 To receive Minutes from Highways Meeting held on 28th August 2012 (pp043-044 12/13).**
 Cllr Wardle asked about the possible proposal regarding bicycle stands in the bus shelter and said that this was an item that had been covered under the S106 agreement with Cygnet investments. The minutes were received with no further comment.
- 127 12/13 To consider and agree to fund restoration of War Memorial.**
 Following receipt of information from English Heritage that the War Memorial has now been listed as a Grade II Listed Monument, advice has been sought through them, in order to establish how best to clean the memorial. A quote has been received from a reputable contractor and the Clerk was asked to seek a further two quotes, preferably from companies that specialize in cleaning ancient monuments. An appeal will be put into the Newsletter for help with funding the restoration. It was **RESOLVED** to agree in principal, subject to further quotes, the possibility of grants being explored, funding from members of the public and the necessary approvals, to fund any shortfall. Proposed Cllr. Harwood, seconded Cllr Boulton – 7 in favour, 1 abstention. **ACTION: Clerk to contact suitable contractors, to seek grant funding and to place an Appeal in the newsletter.**

OTHER MATTERS

- 128 12/13 Date of next meeting – 9th October 2012**

There being no further business the meeting closed at 8.25pm

.....Chairman

.....2012