

**MINUTES OF THE FULL COUNCIL MEETING  
HELD ON 12<sup>th</sup> FEBRUARY 2013**

**Present:** Cllr Winney                      Cllr Hing                      Cllr S Jones  
Cllr Sanford                      Cllr Muir                      Cllr Wardle  
Cllr Roberts                      Cllr Boulton                      Cllr Bowen  
Cllr Harwood                      Cllr Lloyd

**In attendance:** Roz Capps (Clerk), County Cllr. Theodolou

- 235 12/13 To note apologies for absence.**  
Apologies were received from Cllrs Mumford, and M. Jones
- 236 12/13 Declarations of Interest in Items on the Agenda**  
None
- 237 12/13 To approve the Minutes of the Full Council meeting held 11<sup>th</sup> December 2012 and 8<sup>th</sup> January 2013.**  
11<sup>th</sup> December 2012 – S Jones amended 189 12/13 to read that Cygnet would be holding a public exhibition. Cllr Muir added an action to 206 12/13: To include an update on parking restrictions in the next edition of the newsletter. The Clerk duly amended the Minutes.  
It was **RESOLVED** to approve the amended minutes of the Full Council meeting held on 11<sup>th</sup> December 2012 as a true and accurate record of the proceedings. Proposed Cllr Hing, 2<sup>nd</sup> Cllr S Jones, 9 in favour 2 abstentions
- 8<sup>th</sup> January 2013** - It was **RESOLVED** to approve the amended minutes of the Full Council meeting held on 8<sup>th</sup> January 2013 as a true and accurate record of the proceedings. Proposed Cllr Muir, 2<sup>nd</sup> Cllr Boulton, 10 in favour 1 abstention
- 238 12/13 Matters arising.**  
Cllr Hing reported that FTC will most likely have to fund the £2.5k needed to finish the fencing and pathway works at Dilly's bridge, as there is no money forthcoming from CDC/GCC.  
**ACTION: Cllr Hing to contact Cllr Theodoulou to request the money from GCC.**
- From November 2012 meeting, item 172 12/13 – our solicitor has advised that the revised WTF leases are ok to sign as there is nothing in the revisions which alters anything related to the terms and conditions for FTC. In accordance with the minutes the leases were signed by Cllr Winney and left undated at the request of ECT.
- From January 2013 meeting item 212. Clerk has duly contacted GAPTC and received a reply confirming that what has been written in the minutes is sufficient explanation and should be capable of withstanding a challenge (email reply from GAPTC 31<sup>st</sup> Jan 2013).
- Cllr Jones asked Council if they thought FTC should reply to the letter received from the Police Commissioner.  
There was a general discussion regarding policing in Fairford. Cllr Roberts pointed out that the Police were expected to attend the Community Drop-in session at the library, but did not attend. Cllr Theodoulou reported that Lechlade Council have a regular spot on their Full Council Agenda for the police to give a report. Cllr Wardle mentioned that the Police were simply not visible in Fairford at any time.  
**ACTION: Clerk to contact Lechlade TC to find out about their relationship with the local Police.**  
**ACTION: Clerk to draft a reply to the letter for further discussion at Full Council in March with a view to inviting Mr Surl to meet with FTC.**
- 239 12/13 To agree to adjourn the meeting for Public Question Time – there is a 10 minute time limit.**  
No members of the public were in attendance so the meeting continued.

The Chairman asked Cllrs if item 247 could be brought forward, as County Cllr Theodoulou had another meeting to attend. It was **RESOLVED** to bring forward item 247 – all in favour.

**247 12/13 To receive report from County Councillor**

**County budget** – approved by cabinet, totals £405M. This is a year on year reduction of £15M. Budget for the elderly and vulnerable youth is protected, but equates to more than 50% of the overall budget. All other budgets are reduced. GCC has found £30M of savings this year. An additional £1M has been found to go towards the elderly and vulnerable youth. An additional £1M has gone into a scheme run in conjunction with Lloyds Bank to help first-time buyers get mortgages in the county. There is an organisation called Funding Circle which hopes to match up individual lenders with small business wanting loans. GCC are putting £100k towards this scheme to be divided up into £2.5K loans. Cllr Theodoulou urged business to apply for the loans.

**Council tax** – reiterated that there would be no increase in Council tax, however the amount requested by the Police has increased by 2%.

**NHS funding** – Govt. are giving GCC £21M through the NHS for GCC to assume responsibility for promoting good health in the county through clinics, promotions etc. The money will be split under 66 headings. The money is ring-fenced for this work.

**New fund** – there is a £250k fund for grants towards community buildings. Grants will be awarded to projects that either increase revenue for the building or reduce its costs. Cllr Theodoulou asked if there are any projects in Fairford that could benefit from this fund? Cllr Boulton suggested Palmer Hall.

**Waste collection** – Cllr Theodoulou acknowledged that there had been serious problems with waste collection in the snow.

**Safe route to school** – reported that ECT are minded to help FTC get the permissions they need to create a safe route to school from Bettertons Close along Mil Lane. ECT would like to negotiate with up to 2 members of FTC to move this project forward.

**ACTION: Clerk to put this item on Highways Agenda for the committee to agree on one route that FTC and ECT can work towards.**

**Road safety** – Cllr Theodoulou left some information leaflets regarding reducing 30mph zone to 20mph zones.

**Q: (Cllr Harwood)** could any of the NHS monies be put towards the preservation of Fairford Hospital  
**A:** the money is ring-fenced and Govt are very prescriptive over what it can be used for.

**Q:** (Cllr Sanford) could any of the NHS money go towards setting up a memory clinic in Fairford?

**A:** Possibly. However there is a memory club in Lechlade that is run by a community group. Could Fairford set one up?

**ACTION: Clerk to find out more about the memory club in Lechlade and report back to Cllr Sanford.**

**241 12/13 Chairman's announcements**

Cllr Winney explained why the Assistant Clerk was taking the Minutes of the meeting. He advised Cllrs that the Clerk would be out of the office for up to 2 weeks as a result of ill-health and reassured Cllrs that arrangements had been made to cover the office opening hours in her absence.

**242 12/13 To consider invitations to meetings (e-mailed)**

Cllr Harwood stressed that it was important for a Cllr to attend the Getting to Grips with Localism meeting.

**243 12/13 To consider correspondence received (for information only e-mailed)**

Cllr Harwood sent his apologies for the flood meeting. Cllr Hing indicated that he would be attending.

**244 12/13 Correspondence requiring a reply**

Noted. Letter received from Police Commissioner. See Matters Arising (238 12/13)

**245 12/13 To receive reports on meetings/events attended**

**GMTF meeting:** Cllr Harwood reported that there is a new Chairman, Bob Watters. GMTF has no other source of income other than membership fees. The Board has taken on the administrative work. It can continue for at least the next 2 years, but if the financial situation does not improve it will inevitably wind-up.

**Flood Alleviation project meeting:** Cllr Hing reported that all agreements had been signed and returned to the office. Property protection work has started on homes in Courtbrook and should be completed soon. There will be a design exhibition on 4/3/13 4.00pm – 8.00pm showcasing the flood alleviation works.

The EA will look into the possibility of placing a gauge in the river to facilitate reading high water levels.

**ACTION: Clerk to put the dates for the design exhibition on the website.**

**246 12/13 To receive report from District Councillor**

**Waste Collections** – Waste collections were cancelled in the Cotswolds, but not in West Oxfordshire, and area with similar topography, but with a different waste contractor. CDC is working on a report on the cancellations and what lessons can be learnt. Cllr Wardle asked for any feed-back regarding the collections to be passed to him.

Cllr Harwood commented that there was a lack of information regarding when collections would resume, and the information that was received was often revised and therefore incorrect.

**Budget** – not yet agreed by CDC and is going to cabinet on 26<sup>th</sup> Feb. The draft budget shows a surplus of around £400k – primarily made up of the new homes bonus. Overview & Scrutiny Committee have asked Cabinet to consult with the communities where new homes have been built what they would like the money to be spent on.

**Council tax** – the Police's increase in tax will equate to an additional £3.99 per band D household.

**Precept** – there had been some confusion over the precept for Fairford. Instead of a £1700 reduction as had been previously thought, there will be approximately a £3K increase.

**247 12/13 To receive report from County Councillor**

See above

**FACILITIES**

**248 12/13 To receive minutes from the Facilities meeting in December 2012 and February 2013**

FC76 12/13 (December meeting) states *All in favour*. Cllr Roberts abstained.

Cllr Harwood brought the plans for the Festive market to the attention of the Council. Cllr Jones asked who would receive the income from the hire of the stalls. Cllr Harwood replied that FTC would.

**249 12/13 To agree recommendation from Facilities Committee to discuss accepting a small fee (£5.00) from organisations not connected with the Council to advertise their events in the Town Council newsletter.**

Discussion ensued. Cllr Harwood thought that the last two editions of the newsletter were a bit weak. Cllrs Hing & Roberts were concerned that the newsletter should be kept solely for Town Council business as there are other outlets, such as Ripples, The Standard, Parish News, U3A newsletter and What's On that organisations can advertise in. Cllr Winney suggested that the contributions from the Committee Chairs could be more expansive.

**Proposal:** FTC investigate options for the newsletter further. Proposed Cllr Harwood. No second.

**A second proposal was made:** FTC re-include contributions from organisations at no charge.

Proposed Cllr Wardle, 2<sup>nd</sup> Cllr S Jones. 3 for, 6 against, 2 abstentions.

**A third proposal was made:** The newsletter should include contributions from FTC, GCC, CDC, the Police, the library, schools, Palmer Hall, FCC. Proposed Cllr Roberts, 2<sup>nd</sup> Cllr Lloyd. 8 for, 3 against.

**ACTION: Clerk inform organisations that have previously contributed of the outcome of the above discussion.**

## FINANCE

- 250 12/13 To approve retrospectively cheque payments to end of December 2012 And end January 2013.**  
Cllr Roberts had questions regarding some of the cheque payments, for room hire, in particular, those appertaining to the Youth Clubs. She also queried if the PCC were contributing towards the Monday night Deanery Youth Club.  
**ACTION: Clerk to provide detailed breakdown of costs associated with the youth club for next Full Council meeting.**  
Cllr Roberts asked if staff timesheets were being signed off by a member of Council and that overtime payments were being monitored. Answer – not currently.  
**ACTION: Cllr Hing to sign off all staff timesheets at the end of each month and monitor overtime hours.**  
Cllr S Jones asked for a breakdown of the cost associated with the Festive market in 2012.  
**ACTION: Clerk to provide a breakdown of costs for the next Full Council meeting.**  
Cllr S Jones asked that the Clerk make sure that Cygnet is invoiced for the room hire charge associated with the Public Engagement exercise.  
**ACTION: Clerk to check that an invoice is sent.**
- Council **RESOLVED** to approve the cheque payments subject to the above information being satisfactory. Proposed Cllr Hing, 2<sup>nd</sup> Cllr Harwood, All in favour.

- 251 12/13 To receive income & expenditure figures to end January 2012**  
Not received.  
**ACTION: Clerk to bring these figures to March Full Council.**

## PLANNING

- 252 12/13 To receive Minutes of Planning Meeting held on 18<sup>th</sup> December 2012 and 5<sup>th</sup> January 2012.**  
Received. The Agenda should read 15<sup>th</sup> January, not 5<sup>th</sup>.
- 253 12/13 To formally agree the Unilateral Undertaking with Archstone Developments.**  
Cllr S Jones informed Council that the agreement had been made, and FTC were not signatories. Council **RESOLVED** to **AGREE** the Unilateral Undertaking. Proposed Cllr S Jones, 2<sup>nd</sup> Cllr Boulton. 9 in favour, 2 abstentions.
- 254 12/13 To consider and agree FTC's response to the Cygnet application.**  
There was much discussion over what should be included in the response. Cllr Roberts was concerned that the letter stated that “all the units were flat roofed” when in fact not all the units were flat roofed. Cllr Wardle has concerns over potential flooding issues, in particular:
- proposed sustainable drainage system only works if the drainage system is lower than ground water level, and during the recent wet weather the ground water level was some feet higher than in the plans.
  - Thames Water used an assumed occupancy rate of 2.5 people per dwelling to calculate the capacity of the pumping station. The current plans are for the 59 pavilions at Lake 103 to be a mixture of 4, 5 & 6 bed houses, which would suggest a higher average occupancy. Therefore Thames Water should re-evaluate their assumptions.
- Cllr Roberts suggested FTC include statements supporting
- the sustainability of the build,
  - the potential job creation associated with the development
  - the potential increase in the local economy as a direct result of the development.

Proposal that Cllrs email the Clerk with their comments and new copy is circulated for discussion at the March 5<sup>th</sup> Planning meeting. Proposed Cllr Hing, 2<sup>nd</sup> Cllr Muir. All in favour.

**ACTION: Cllrs to email the Clerk with any proposed changes to the original response paper**  
**ACTION: Clerk to circulate the amended paper to Council prior to the Planning meeting on 5<sup>th</sup> March**

**ACTION; Clerk to add the above to March 5<sup>th</sup> Planning Agenda.**

**220 12/13**

**HIGHWAYS**

- 255 12/13 To receive Minutes of the Highways meeting held on the 22<sup>nd</sup> January 2013**  
Minutes received with no comment  
Cllr Hing reported to Council that he had been in touch with Glos. Highways to ask them to address the noisy manhole cover on Milton Street. As yet, no action has been taken by GH.

**OTHER MATTERS**

- 256 12/13 To consider committee chairmen's reports on the Horizon 2016 exercise.**  
Cllr Harwood reported that the Facilities Committee have been rather successful in achieving their Horizon goals. He would like to see more non-Councillors invited to get involved in community projects. In particular he would like the Procedures Committee to consider allowing non-Councillors to be co-opted onto committees.  
**ACTION: Clerk to get a date for a Procedures Committee meeting.**  
Cllr Wardle asked for a change to be made to the Highways Horizon monitoring form. The section dealing with Thames Water should be ongoing rather than complete.  
**ACTION: Clerk to amend the monitoring form accordingly.**
- 257 12/13 Date of next meeting 12<sup>th</sup> March 2013**

There being no further business the meeting closed at 9.15pm.

.....Chairman

.....2013