

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON 9TH APRIL 2013**

Present: Cllr Winney Cllr Mumford Cllr Harwood
 Cllr Boulton Cllr Bowen Cllr Muir
 Cllr S Jones Cllr Sanford Cllr Lloyd
 Cllr Hing Cllr Roberts Cllr Wardle (part)

In attendance: Vanessa Lawrence – Clerk, Mr Harrison (Fairford Tennis Club)

284 12/13 To note apologies for absence.
Apologies were received from Cllr M. Jones

285 12/13 Declarations of Interest in Items on the Agenda
Cllr Roberts declared a pecuniary interest in Item 298 12/13

286 12/13 To approve the Minutes of the Full Council meeting held on 12th March 2013
It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 12th March 2013 as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr Harwood 11 in favour, 1 abstention.

Mr. Harrison and Cllr Wardle arrived.

287 12/13 Matters arising.
None

288 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 Muir, seconded Cllr S Jones – all in favour.

Mr. Harrison did not have a question, but wanted to know whether the Town Council had any questions regarding the proposals that the Tennis Club were considering regarding the installation of floodlights at the Tennis Club.

It was proposed that item 293 – with particular reference to the letter from Tennis Club is brought forward. All in favour.

293 12/13 Correspondence requiring a reply

Discussion took place with questions being put Mr. Harrison, who advised the Council that the Tennis Club had already been in touch with local residents for feedback. He said that no formal application had been made as yet as they wanted to get the views from locals and also to find out what funding might be available before taking this further. The Council said that they were supportive of the aims of the Tennis Club but would comment further when a formal application has been received. **ACTION: Clerk to draft letter to Tennis Club.**

289 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 Hing, seconded Cllr Wardle – all in favour.

293 12/13 Correspondence requiring a reply
Copy letter from Fairford Town Youth Football Club – It was agreed to e-mail the Chairman of the Club (J. Cusack) to suggest that contact is made with CDC regarding the car park. **ACTION: Clerk to contact J. Cusack.**

- 290 12/13 Chairman's Announcements**
 - The Chairman reminded Cllrs., about the correct way of dealing with matters, where they are representing the Council when talking to the press and that any comments made should be directed to the Council to seek their consent before these are made public. Cllrs should always endeavour to ensure that any comments made on a personal level should expressly state that this is a personal view and not one held by the Council.
 - Cllr Boulton advised the Council that a local person had approached him with a view to finding out if the Council would have any objection to him performing some community service hours in Fairford if it is sanctioned by the Community Payback Team. Cllrs. agreed that they would have no objection and would find some jobs that required doing for him and as long as the responsibility did not fall to the Council. The person in question would be contacting the office when and if this can be organised.
- 291 12/13 To consider invitations to meetings (e-mailed)**
 Invitations were considered with no comment.
- 292 12/13 To consider correspondence received (for information only e-mailed)**
 Correspondence received with no comment
- 293 12/13 Correspondence requiring a reply**
 See above
- 294 12/13 To receive reports on meetings/events attended**
 - **FCC Trustees meeting** - Cllr. Harwood advised the Council that he recently attended an FCC Trustees meeting. He was pleased to advise the Council that their budget balanced, and they have agreed to undertake an upgrade of some parts of the building. Cotswold Maintenance were going to be doing the work. A grant was being sought for various improvements. A report to be circulated. Their AGM will be held on the 17th June 2013.
 - **GAPTC meeting** - Report, previously circulated. Cllr Harwood has circulated a motion to be discussed (at Item 311) which he is proposing is put forward to GAPTC for the AGM. The other item which was discussed was the latest decision taken by GCC to reject the planning application for the Incinerator at Javelin Park.
 - **Flood alleviation board meeting** - Cllr Hing said that things were progressing smoothly. Tender documents have been submitted to contractors and will be reviewed in the next couple of weeks. at Dilly's Bridge has been completed and another rail will be added to the railings. Cllr Hing said that a letter will have to be written to advise that the Council will be taking responsibility for the maintenance of these works as was previously agreed. **ACTION: Letter to be drafted (to be sent to CDC) re. maintenance agreement. This to be formally agreed at the next Full Council meeting in May.**
- 295 12/13 To receive report from District Councillor**
Winter Waste Collection - District Cllr Wardle said that a report has been received from UBICO, which explained that the vehicles used for collection were not safe on snowy roads due to the automatic gearboxes. The management team were re-considering the best way to achieve catch-up collections and were considering various solutions.
Local Plan - District Cllr Wardle explained that it would now that the Local Plan would not be submitted until March 2015 instead of the end of this year, which is when it was expected. There will be two rounds of public consultation - May/July - District Housing Requirements and March/May 2014 - Consultation on the whole plan. In October/December 2013 - Events will take place to brief parishes on sites for new housing.
Corinium Museum – Recent visit has put the museum through to the “England Awards for Excellence”. They are one of four that have gone through.
- 296 12/13 To receive report from County Councillor**
 No report received in County Cllr.Theodoulou's absence.

FACILITIES

- 297 12/13 To receive minutes from the Facilities meeting in 2nd April 2013**
Some Cllrs had not received the minutes. It was agreed to defer this item to the next Full Council meeting. **ACTION: Clerk to add this item to the Agenda for the Full Council meeting in May.**

Cllr Roberts left the room

- 298 12/13 To agree recommendation from Facilities Committee to pay final amount to Athena Web Design for new Web Site.**
Members of the Facilities Committee have recommended that the final amount owing is paid to Athena Web Designs. Debate took place regarding regarding the website and some items which had not been added. The Clerk said that the bill should be paid as the website has been completed on the instructions given and that the items which are missing can be added quite easily. It was **RESOLVED** to pay the amount owing subject to missing images being added. Proposed Cllr Wardle, seconded Cllr Harwood - 10 in favour, 1 abstention and 1 against.

FINANCE

Cllr Mumford said that approval of the minutes for the last Finance meeting has been omitted. **ACTION: Clerk to add this item to the agenda for the next Full Council meeting in May.**

- 299 12/13 To approve retrospectively cheque payments to end of March 2013.**
It was **RESOLVED** to approve retrospectively, cheque payments to end of March 2013. Proposed Cllr Harwood, seconded Cllr Boulton - all in favour.
- 300 12/13 To receive income & expenditure figures to end March 2013**
The income and expenditure figures were received. Cllr Wardle asked for clarification on an amount relating to grant funding. The amount was found located under Community but will be moved to the projects code. **ACTION: Clerk to remove one code and to move the amount to the project nominal code.**

Cllr Wardle left the room having declared a pecuniary interest in Item 301 (Grant to CCVS - Charity Shop)

- 301 12/13 To agree recommendation from Finance Committee re: grants to groups/organisations**
Cllr Roberts asked if copies of current accounts had been received for all organisations requesting grant funding. She was advised that the Scouts had not submitted a copy but that the Finance Committee had agreed by that funds would be provided upon receipt of a copy of their accounts. **ACTION: Clerk to chase the Scouts for a copy of their up to date accounts.** It was **RESOLVED** to agree recommendation from the Finance Committee re: grants to groups/organisations and to ring fence an amount for the Scouts. Proposed Cllr Harwood, seconded Cllr Boulton - all in favour.
- 302 12/13 To agree recommendation from Finance Committee re: Budget for 2013/14**
Cllr Wardle advised the Council that the bank balance is looking healthier than for some years, due in the main to successful applications for grants. He said that he would advise Committees to consider new projects in order to avoid problems with an excess in reserves which is not acceptable for auditing purposes. He reminded the Council of amounts already earmarked e.g.
1) funds for Flood Alleviation work
2) any sizeable repairs works that might be required for the Community Centre
3) funds for a new burial ground
It was **RESOLVED** to agree budget recommendations from the Finance Committee. Proposed Cllr Wardle, seconded Cllr Hing - all in favour.
- 303 12/13 To agree recommendation from Finance Committee re: Leasing Copier**
Cllr Wardle has spoken to Falcon Copiers, the company who have supplied the current copier and who have come back with the best price for leasing a new copier as the current lease is due to expire. Having satisfied Cllr Wardle and confirming the details in writing again, it was **RESOLVED** to lease a colour copier with booklet maker, but to restrict the usage of the colour facility and subject to confirmation of details in writing. Proposed Cllr Harwood, seconded Cllr Muir - all in favour.

PLANNING

- 304 12/13 To receive Minutes of Planning Meeting held on 19th March 2013**
The minutes were received with no comment.
- 305 12/13 To agree response to the Pips Field application (Linden Homes) following comments from the Planning Committee.**
Following debate, as a result of correspondence received this week from Linden Homes regarding the inclusion of a footpath joining both developments and the response regarding other issues put to them by the Town Council, it was **RESOLVED** to agree response to the Pips Field application(Linden Homes). Proposed Cllr Mumford, seconded Cllr Harwood, 11 in favour, 1 abstention. **ACTION: Cllr S Jones to amend wording accordingly.**

HIGHWAYS

- 306 12/13 To receive Minutes of the Highways meeting held on the 26th March 2013**
The minutes were received with no comment.
- 307 12/13 To agree recommendation from Highways Committee re: Awarding of grasscutting contract for 2013/14**
Cllr Boulton explained that the Committee had agreed that BGG should continue with grasscutting of the verges and will also now manage the footpaths and that Farmors School should be awarded the contract to cut the grass in the Walnut Tree Field, the Churchyard and Burial Ground. Any hours which are not used for grasscutting by the Farmors School crew would be used to other jobs in the town. A meeting is to be held this week to finalise the details with Farmors. It was **RESOLVED** to agree recommendation from the Highways Committee. Proposed Cllr Boulton, seconded Cllr Muir - all in favour.
- 308 12/13 To consider proposal from Highways Committee to use funds in reserves to pay for some of the renovation work required in the Car Park.**
Debate took place regarding the problems with the surface of the car park as a result of anti social behaviour. It was agreed that proposals for works to the car park need to be explored further by the Highways Committee and that quotes need to be presented before any decision is made. It was agreed to defer this matter to the Highways Committee for further investigation. **ACTION: Add this item to the Agenda for the next Highways Committee meeting in April.**

OTHER MATTERS

- 309 12/13 To consider and agree items that the Council wish to bring to the attention of the Police Commissioner at a forthcoming meeting.**
Following debate it was **RESOLVED** to agree the following items - to be put to the Police Commissioner at a forthcoming meeting:-
- Lack of police presence in the Town, particularly in the evenings
 - That the Commissioner should come to the Town.
 - That the Town should benefit from the sale of the old Police building, by funds being made available to help with the purchase of CCTV for the Croft and the car park. Proposed Cllr Harwood, seconded Cllr Wardle - all in favour.
- The Clerk advised the Council that she was looking at possible grants, which might be available via the Police Commissioner's office, which might be used to help with further security measures for the Town.
- 310 12/13 To agree renewal of GAPTC membership 2013/14 - £680.92.**
It was **RESOLVED** to renew the GAPTC membership for 2013/14. Proposed Cllr Hing, seconded Cllr Mumford - 9 in favour, 3 abstentions.

- 311 12/13 To agree a motion for GAPTC’s AGM (copy of motion placed on Councillors Area – website) *‘Conscious of this year’s problem encountered by towns and parishes in not being told until the last minute precise figures for the Government’s support for local government and the need for accurate figures in the setting of local precepts, GAPTC urges the organisation’s officers and NALC at national level to lobby Government to ensure that clear and timely figures for all support packages are available and to communicate them before the end of November each year’.*
 It was **RESOLVED** to agree motion for GAPTC's AGM, with some small grammatical corrections.
 Proposed Cllr Harwood, seconded Cllr Hing - 10 in favour 2 abstentions.

DISCUSSION IN PRIVATE

- 312 12/13 To consider nominations for Citizen of the Year Award and Young Citizen of the Year Award and to select a winner.
 Only 3 nominations were put forward.
 Doctors Surgery
 Denys Hodson (deceased)
 Colin Moulden
 Following debate, it was agreed that the Doctors Surgery should be excluded as it did not fulfil the required criteria. A vote was taken on the remaining two nominations. **The winner was Colin Moulden - results are as follows.**

- 313 12/13 Date of next meeting 14th May 2013 (Annual Meeting of the Town Council)

.....Chairman

.....2013