

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON TUESDAY 8th September 2015**

Present: **Cllr Fenby** **Cllr Winney** **Cllr Dallow**
 Cllr Rao **Cllr Harrison** **Cllr Hing**
 Cllr Boulton **Cllr Roberts**

In attendance: **Vanessa Lawrence (Clerk), Roz Capps (Assistant Clerk),
District Cllrs Coakley, Beccle and Andrews**

Prior to this meeting Cllrs met with a candidate for one of vacancies for Councillor. Following this informal chat the candidate, David McKinley, was asked to leave the room whilst the Council deliberated.

112 15/16 To note apologies for absence

Apologies were received from Cllr Bowen, Cllr Sanford, Cllr Dudley and County Cllr Theodoulou

113 15/16 Declaration of Interest in items on the Agenda

None

114 15/16 To approve the Minutes of the Full Council Meeting held on the 11th August 2015

It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 11th August 2015 as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr Dallow – 4 in favour, 2 abstentions

Cllr Roberts asked for the following item to be taken ‘In Camera’ for any further comments. The District Cllrs left the room.

Following discussion the meeting resumed and David McKinley and the District Councillors returned to the room.

115 15/16 To consider and agree to co-opt new Councillor.

It was **RESOLVED** to co-opt David McKinley as Councillor to Fairford Town Council. Proposed Cllr Dallow, seconded Cllr Boulton – all in favour. David McKinley was duly co-opted by the Council. **POST-MEETING NOTE: Cllr McKinley duly signed the Declaration of Acceptance of Office book.**

ACTION: Clerk to send out a Cllrs pack.
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116 15/16 Matters arising

- **Zip Wire** – The Clerk reported that the zip wire was in production. A final date for its installation is awaited.
- **Youth Club** – Cllr Boulton reported that he attended a meeting on Monday 7th September, together with Cllr Fenby and Cllr Harrison and representatives from Young Gloucestershire to finalise details for the re-opening of the Youth Club on Monday 14th September. A list of items to be purchased, such as items of stationery will be sent to the Clerk.

ACTION: The Clerk to purchase items for the youth club. Cllr Fenby commented that he felt that the security of the building needed to be addressed. The Clerk was asked to speak to the Manager of the Centre in relation to security.

ACTION: The Clerk to speak to Sadie Fletcher

The following two items were not required as there were no members of the public present.

- 117 15/16 To agree to adjourn the meeting for Public participation – (there is a 10 minute time limit)
Not required
- 118 15/16 To agree to reconvene the meeting following Public participation
Not required
- 119 15/16 Chairman’s Announcements
None
- 120 15/16 To receive report from County Councillor
In the absence of County Cllr Theodoulou no report was received
- 121 15/16 To receive report from District Councillor
- District Cllr Coakley reported that a meeting was held with Thames Water today in advance of their drop in session tomorrow Wednesday 9th September. District, Town Councillors and representatives from Thames Water walked around Fairford in order to obtain more accurate information about the drainage in the Town. District Cllr Coakley advised that information from CDC regarding previous schemes was to be obtained in order to help in formulating a more detailed plan of the drainage.
 - Refugees - CDC are looking at potential places that might be available for refuges. They are liaising with a small charitable organisation for advice. District Cllr Coakley stated that she would be happy to facilitate contact for residents.
 - Flood meeting with Geoffrey Clifton Brown M.P. - The Cirencester meeting is to be held on the 27th November 2015 between 10.30am and 12.30pm. If available a representative from FTC should attend.
 - Food waste – extra caddies available for food waste if required. Weekly food waste collections will continue despite recent government announcement advising of 2 weekly collections.
 - Warding – Now that the election is over, CDC would be happy to support FTC with any de-warding plans to make Fairford one ward. An application needs to be made.

<p>ACTION: Clerk to add this item to the Agenda of the next Full Council meeting.</p>
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- Neighbourhood management meeting (Police) – This meeting will be held on 7th November 2015 in Southrop. This is an opportunity for people to meet with the Police to discuss issues that concern them.
- **County Review of buses** – The District Council are contacting local volunteer groups to try to enable a more flexible transport solution outside of the normal bus schedules. It was suggested that County Cllr Theodoulou should be contacted if there are any queries relating the bus review.

Q: Following a Planning training session recently at CDC, Cllr Harrison asked if any questions which could not be dealt with at the training session could be fed back to the District Council who can forward it to the relevant person.

A: District Cllr Coakley replied that this would be ok. It was also recommended that as the session had been set up by GAPTC, any queries should be relayed back to them also.

122 15/16 To receive reports from meetings/events attended

- **Planning Session** - 26th August 2015 – CDC – 7 members of the Council including the Clerk and Assistant Clerk attended this session and presentation slides of the evenings events have been circulated to the Full Council. GAPTC, who organised this session are planning to hold further courses in the future. If Cllrs have any suggestions of the type of information they would like GAPTC to cover, please contact the Clerk who will forward this to GAPTC.
- **Glos Highways and Bromford Housing – Verge opposite Victory Villas, London Road, Fairford** – A meeting was held on 7th September 2015 on site. Cllrs Roberts & Boulton attended together with the Clerk. Richard Gray from Glos Highways reported on progress with possible plans to improve the verge opposite Victory Villas, on London Road, which has been eroded by vehicles parking. The meeting was very positive with Bromford Housing that they would be happy to contribute towards the cost of improvements, subject to a satisfactory cost being agreed. The total would be split 3 ways, Bromford Housing, Glos Highways and FTC. Richard Gray reported that a safety audit needed to be carried out and suitable plans drawn up. He would obtain quotes for the study and would advise in due course.
- **Tourism Group Meeting** – Cllr Roberts reported on a meeting held on the 26th August.
 - The Town Crier has agreed to ‘Cry’ on the last Wednesday of every month.
 - The photographic competition was discussed and funding has been obtained
 - Walkers are Welcome – This group has come forward once again and have reported that they would like to re-start the group. They would be approaching the Town Council with a view to financial support (£50) for the subscription fee. They would like to organise a possible walking festival in the Spring of 2016.

123 15/16 To consider invitations received

AGM – Tree Warden Group – Cllr Fenby offered to attend. The Clerk said that Cllr Dudley might be interested in attending, but unfortunately, he is away at the present time.

Patient Group – Fairford Surgery - Cllr Fenby has been asked to become a representative on this group and would be attending a meeting later this week.

124 15/16 To consider correspondence received (for information only)

Correspondence was received with no comment

125 15/16 To consider correspondence requiring a reply

None

FINANCE

- 126 15/16 To receive Minutes from the Finance Committee meeting held on the 1st September 2015.**
The Minutes of the Finance Committee meeting were received with no comment
- 127 15/16 To approve retrospectively payments to end of previous month (August)**
It was **RESOLVED** to approve, retrospectively, payment to the end of August.
Proposed Cllr Boulton, seconded Cllr Dallow – all in favour.
- 128 15/16 To receive most recent income & expenditure figures**
The income & expenditure figures to the end of August were received with no comment

WORKS & COMMUNITY

- 129 15/16 To receive Minutes of the Works & Community meeting held on 28th July 2015**
The Minutes of the Works & Community committee were received with no comment.
- 130 15/16 To agree recommendation from W & C Committee to renew Licence for Horcott Lakes circular path and to sign document.**
It was **RESOLVED** to accept the recommendation from the W & C Committee to renew the Licence for the Horcott Lakes circular path. Proposed Cllr Boulton, seconded Cllr Winney – all in favour. Cllr Fenby signed the Licence.

ACTION: The Clerk to return Licence to landowner, for completion.
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- 131 15/16 To consider and agree recommendation from Finance Committee to purchase commemorative seat for June Lewis Jones.**
It was **RESOLVED** to accept recommendation from the Finance Committee to purchase a commemorative seat for June Lewis-Jones. It was also agreed that the seat should be the same as all the other seats ordered in the last few years.
Proposed Cllr Hing, seconded Cllr Boulton – all in favour. Cllr Fenby will contact Mr Jones to seek his views on the best location and the wording for a plaque for the seat. **ACTION: Clerk to order seat and Cllr Fenby to contact Mr Jones.**
- 132 15/16 To consider and agree whether to host the next GMTF network meeting on 29th October and to accommodate a GMTF Board meeting.**
Cllr Fenby reported that he has already spoken to Mr Watters of the GMTF, and explained that they have misunderstood progress of Fairford's Neighbourhood Plan. As a result of this conversation, GMTF have withdrawn their request for Fairford to host their network meeting.
- 133 15/16 To consider and agree exact date of Christmas market following further information received about other events in the area at the beginning of December.**
Following the last W & C meeting where it was suggested that the Christmas Market might be held on Saturday 5th December, the Clerk reported on other events that are taking place on this date. It was therefore **RESOLVED** to hold the Christmas market on Friday 4th December from 6.30pm to 8.30pm with the Market Place being closed from 3.00pm to 9.00pm. Proposed Cllr Roberts, seconded Cllr Hing – all in favour.

PLANNING

- 134 15/16 To receive Minutes of Planning meeting held on the 18th August 2015**
The Minutes of the Planning meeting held on the 18th August were received with no comment.
- 135 15/16 To consider and agree final submission regarding 15/02707/REM, Land Parcel South of Home Farm, Cirencester Road, Reserved matters application in conjunction with outline planning permission ref 13/03097/OUT for the erection of 120 dwellings, access, parking, public open space, landscaping and associated infrastructure (all matters reserved other than means of access)**
Following debate it was **RESOLVED** to comment only, to express concern on the size and construction of the attenuation pond and effects that this may have if altered. Proposed Cllr Dallow, seconded Cllr Boulton – all in favour.

ACTION: Clerk to send comment to CDC

OTHER MATTERS

- 136 15/16 To consider and approve revised Model Publication document (Aug 2015) - (see Cllrs page)**
It was **RESOLVED** to approve the revised Model Publication document. Proposed Cllr Hing, seconded Cllr Dallow – all in favour.
- 137 15/16 To consider and agree Christmas opening hours – (24th December 2015 – 3rd January 2016 inc.)**
It was **RESOLVED** to close the office for the Christmas break from 24th December 2015 – 3rd January 2016 inclusive. Proposed Cllr Dallow, seconded Cllr McKinley – all in favour. The office would re-open on Monday 4th January 2016. The Clerk would hold the mobile phone over the Christmas break to take any emergency calls.

ACTION: The Clerk to advertise the Christmas opening hours and to ensure mobile phone is topped up.
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- 138 15/16 To consider and agree way forward for improvements to the Palmer Hall.**
Cllr Boulton reported that he would be attending the next Palmer Hall meeting on Thursday 10th September and would arrange a meeting for Cllrs to meet with the Palmer Hall Committee members and to have a tour of the building in order to best decide how to progress improvements. This item to be deferred to the next Full Council meeting. **ACTION: Clerk to add this item to the Agenda of the next Full Council meeting. The Clerk was asked to try to find out the ownership of the Palmer Hall.**
- 139 15/16 Any other Items the Chair considers urgent**
Cllr Fenby asked for the following items to be included on the Agenda for the next Full Council meeting:-
- Burial Ground
 - Neighbourhood Plan - It was suggested that Malcolm Cutler is invited to attend the meeting to update the Council.

ACTION: The Clerk to add items to Agenda for the next Full Council meeting and to contact Mr. Cutler

- 140 15/16 Date of next meeting – 13th October 2015**

.....Chairman