

**MINUTES
WORKS & COMMUNITY COMMITTEE MEETING
HELD ON TUESDAY 24th JUNE 2014**

Present: Cllr Boulton Cllr Sanford Cllr Bowen
 Cllr Roberts (part) Cllr Harwood

In attendance: Roz Capps (Assistant Clerk), Cllr Winney, Mr Mark Chapman (Part), Cllr Hing (part)

WC026 14/15 To note apologies
Cllr Mumford

WC027 14/15 To confirm the minutes of the Works and Community Committee meeting held on the 27th May. It was **RESOLVED** to confirm the minutes of the Works and Community Committee meeting held on the 27th May are a true and accurate record of the proceedings. Proposed Cllr Harwood, seconded Cllr Bowen – all in favour.

It was agreed to bring forward item WC039 to allow Mr Chapman (Fairford & Lechlade First Responders) to participate.

WC039 14/15 To consider and agree location for new defibrillator

Mr Chapman advised that he was able to provide Fairford with one additional defibrillator, giving the town a total of two to find locations for. A third may be able to be sourced. The town would need to fund the boxes required, at a cost of £630 per box. He also advised that locations will need to be accessible 24hrs and have a power supply. He will contact CDC to ask if the boxes can be located on listed buildings. Once this has been established, locations will be decided upon.

ACTION: Clerk to contact Mr Chapman to provide contact details.

ACTION: Item to be added to next suitable agenda to agree locations.

Cllr Hing left the meeting

WC028 14/15 Matters arising

- **Who has responsibility for Mill Lane gardens** – still waiting for confirmation from Highways
- **Staging & PA Suppliers** – no update available
- **Town Crier outfitters** – see WC042
- **Response from Diocese re burial ground** – Clerk advised the Committee that the legislation that allows for existing graves to be placed deeper and the ground reused applies to secular burial grounds and not to the Churchyard. Following on from the FTC meeting with ECT at which the possibility of using the field between the car park and the Mill was quashed, a Thames Water asset search shows that there are no pipes running through the field directly behind the car park. The Committee agreed that it was worth drawing up a more detailed plan to take to the ECT at the next scheduled meeting in September.

ACTION: Clerk to get further information and draw up a plan for consideration.

- **Update on Community asset designation** - Information has been requested from the local Scout group and the fishing club. There is an official CDC form to complete once the required information has been received.
- **Update on Christmas Lights project funding** – The grant application to GMTF was successful and FTC has been awarded a grant of £1500 towards the lights. **ACTION: Clerk to contact electrician for a price.**
- **Update on Commemoration of WW1** – Cllr Roberts advised the Committee that the national day for commemoration is August 4th. The Ernest Cook Trust has agreed that we can plant an oak in Gassons Field close to the footpath. The Committee agreed that a small dedication ceremony should be held involving local armed forces cadets and the Royal British Legion. Cllr Boulton has agreed to plant the oak prior to the 4th August.
ACTION: Clerk to order tree and post and rail fence.
ACTION: Clerk to contact ECT to confirm position and date for planting and confirm that they have informed Mr Paton.
ACTION: Clerk to contact the Royal British Legion to ask if they would like to attend the dedication.
ACTION: Cllr Roberts to contact the local cadets to ask if they would be involved in the dedication.
ACTION: Clerk to add to Full Council agenda for update.

WC029 14/15 To consider the most recent payments & receipts figures. – noted.

WC030 14/15 Playing Fields

To consider and agree inspection rota July 2014

4th – 7th July – Cllr Boulton

11th – 14th July – Cllr Fenby

18th – 21st July – Cllr Harwood

25th – 28th July – Cllr Sanford

WC031 14/15 To consider and agree purchasing flags (2yd).

The Committee agreed to recommend to Full Council that a set of Commonwealth flags are purchased from House of Flags at a cost of approx £2500. Proposed Cllr Roberts, 2nd Cllr Sanford, all in favour.

ACTION: Clerk to add recommendation to Full Council Agenda.

It was also discussed that should individuals wish to purchase their own flag (and one that is not in the Commonwealth) then they should be encouraged to do so.

WC032 14/15 To consider and agree whether to increase charge for stalls at Christmas Market 2014.

The Committee agreed to leave the charge for stalls at £25 to include electricity. Proposed Cllr Roberts, 2nd Cllr Sanford, all in favour.

WC033 14/15 To consider and agree purchasing further services from UBICO

The Committee agreed to purchase a monthly litter pick around the lakes at Horcott at a cost of £20 until such time as the permissive path lease expires.

ACTION: Clerk to contact UBICO to arrange this.

ACTION: Clerk to contact Larry Smith to update him

WC034 14/15 To consider and agree application to GCC (Cllr Theodoulou) 'Active Together' – Healthy Living project grant, for exercise equipment for Walnut Tree Field .

The Committee agreed to amend the application form to reflect the Fresh Air Fitness prices.

ACTION: Clerk to amend the form and submit it.

WC035 14/15 To consider and agree installing additional CCTV on Milton Street

The Committee agreed to reconsider this when looking at the 2015/16 budget.

WC036 14/05 To consider and agree improving the verge opposite Victory Villas

The Committee agreed that the verge needs addressing and a more detailed plan outlining both footpaths and parking areas on the site is required.

ACTION: Clerk to contact Cllr Theodoulou to ask if he can assist with this project.

WC037 14/15 To Consider and agree installing additional lighting in the car park as part of the upgrade works

The Committee agreed that additional lighting would be a useful addition to the car park. Sources of funding should be investigated.

ACTION: Clerk to contact the contractor to ascertain if he could undertake the works as part of the resurfacing and what additional cost would be incurred.

ACTION: clerk to look for funding

WC038 14/15 To consider and agree Highways projects that may attract funding from Cllr Theodoulou

The Committee agreed to request funding for the following list of projects:

- Creation of a dropped kerb at the western end of the Mill Lane footpath
- Funding for design and application of a new footpath and parking area opposite Victory Villas
- Funding for implementation of the above design.
- The pavement along Quenington Road from Mil Lane needs widening to allow for buggies and mobility scooter to use it safely
- The dropped kerbs on Manor Close need to be re-orientated to reduce the need for pedestrians to have to walk out into the A417.

ACTION: Clerk to send the list to Cllr Theodoulou.

WC039 14/15 To consider and agree location for new defibrillator - see above.

WC040 14/15 To consider and agree options for pedestrian and cycle route from West of Fairford to Park Street . ACTION: Add to August Agenda

WC041 14/15 To consider and agree content for “Fairford Welcome You” leaflet

The Committee agreed to go ahead with commissioning updated leaflets. The Content needs to be reviewed.

ACTION: Clerk to contact “Local Authority Publishing” to start the process.

WC042 14/15 To consider and agree the purchase of a Town Crier’s livery – approx. cost between £1000 and £1500.

It was agreed that the Council would fund a new livery for the Town Crier. The preferred supplier is Mrs Barbara Dawes from Wotton Under Edge. Her estimate is between £1000 – £1200 depending on materials required. The Committee agreed that Robert should visit Mrs Dawes and come back to the Council with his preferred design and a cost. **ACTION: Clerk to contact Robert.**

Cllr Roberts left the meeting**WC043 14/15 To consider and agree installing public toilet in the Walnut Tree Field (playground area)**

The Ernest Cook Trust has indicated that they would be supportive of the Council installing toilets in the WTF. The Committee requested that the clerks get more information and quotes and bring it back to the Committee in August. Funding would have to be sought – potentially from the Bloor Homes Community Fund.

ACTION: Clerk to gather more information and bring it back to the Committee in August.

WC044 14/15 To discuss location and installation of new slide

Cllr Boulton had picked up the slide. It requires steps and a frame to hold it up. The most obvious location is close to the current slide on the mound. Mr Webb has indicated that he would be prepared to make the required fittings.

ACTION: Clerk to ascertain the BS requirements for steps and rails etc.

ACTION: Cllr Boulton to take the slide to site and meet with Mr Webb to discuss possibilities.

WC045 14/15 To consider and agree response to Bloor Homes regarding removal and

reinstatement of planters on the footpath adjacent to the new development.

It was agreed to give Bloor Homes permission to temporarily remove the planters in order to make the footpath.

ACTION: Clerk to contact Bloor Homes.

WC046 14/15 Items the Chairman considers urgent

- Mrs Law (32 Park Close) has asked that a Councillor look at the hedge that is encroaching across her path at the back of her house. – Cllr Winney has offered to speak to the owner of the hedge.
- The path at Quarry Alley needs clearing – **ACTION: Clerk to contact BGG to get a quote for clearing the weeds and pruning the shrubbery**
- Cllr Harwood asked for the footpath from Fairford to Lechlade to be put on the August Agenda for renewed discussion.
- Cllr Winney advised that Amey are planning to resurface the High Street in September. He queried if this would clash with the resurfacing of the car park and cause parking issues in Fairford. **ACTION: Clerk to contact Paul Swift to ascertain dates for the commencement of work .**

WC047 14/15 Date of next meeting – 22nd July 2014

.....Chairman

.....2014