

**MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING
HELD ON TUESDAY 23rd June 2015**

Present: Cllr Sanford Cllr Boulton Cllr Bowen
 Cllr Rao Cllr Fenby Cllr Hing

In attendance: Vanessa Lawrence (Clerk)

WC013 15/16 To elect a Chairman

It was agreed to elect a chairman for this meeting only, and to elect a Chair person, when there is a full complement of members in attendance. It was **RESOLVED** to elect Cllr Sanford as Chairman for this meeting only. Proposed Cllr Boulton, seconded Cllr Bowen – all in favour.

WC014 15/16 To note apologies

Apologies were received from Cllr Roberts

WC015 15/16 To confirm the minutes of the Works and Community Meetings held on the 28th April and 26th May 2015

It was **RESOLVED** to confirm the minutes of the W & C meetings held on the 28th April and 26th May 2015, as a true and accurate record of the proceedings. Proposed Cllr Sanford, seconded Cllr Bowen – all in favour.

WC016 15/16 Matters arising

- **Boots the Chemist- contact with the NHS** - The Clerk reported that contact has been made with both the NHS and Boots regarding the poor service of the shop in Fairford. A programme of improvements is underway and it is hoped that this will become evident within the next week or so. Cllr Sanford has also been in contact with Boots. A representative from Boots will be attending the next W & Committee meeting in July. **ACTION: Clerk to add this item to the Agenda for the next W & C Committee meeting.**
- **Parking Restrictions –Market Place** – the Clerk reported that regardless of the continued regular contact with Glos. Highways, there is still no news as to when the white lining and poles for supporting the signs can be installed. The Clerk will continue to chase this matter. **ACTION: Clerk to contact Glos Highways**
- **Verge at Victory Villas, London Road** – The Clerk reported that following e-mail correspondence from Richard Gray (Glos Highways), regarding improvements to the verge at this location, a proposal with estimated costings has been put forward. This suggestion has been put forward to Bromford housing with a view to splitting the cost between FTC, Bromford Housing and Glos. Highways. Bromford Housing have recently agreed to meet with all stakeholders. **ACTION: Clerk to liaise with Bromford Housing and Glos Highways to arrange a meeting.**

WC017 15/16 To consider the most recent payments & receipts figures (May)

The Clerk has produced a simplified spreadsheet, and has asked Cllrs to put forward their views on whether they prefer this method for reporting or to continue with the computer generated version. Cllrs agreed that they preferred the spreadsheet, but that this could be improved further by including a column showing percentage difference. Cllrs also asked if money for major improvements to equipment in the WTF is available within the current budget. It was agreed that works to or replacement of the zip wire will need to be discussed further. **ACTION: Clerk to add Zip wire to the Agenda for the next W & C Committee meeting.**

WC018 15/16 Playing Fields**To consider and agree inspection rota July**

It was **RESOLVED** to agree inspection rota as follows:

3rd – 6th July - Cllr Sanford

10th – 13th July - Cllr Boulton

17th – 20th July - Cllr Rao

24th – 27th July – Cllr Bowen

31st July – 3rd August – Cllr Bowen

Proposed Cllr Boulton, seconded Cllr Bowen – all in favour.

WC019 15/16 To consider and agree installing lights for Mill Lane and on the new Mill Lane permissive path

Following discussion, it was agreed that the Clerk should investigate the cost of installing solar lighting along the Mill Lane Path and that Glos Highways should be contacted to establish whether lighting along Mill Lane might be considered. Cllrs also discussed safety along Mill Lane and whether adding traffic lights or making the Lane one way might be considered by Glos Highways. The Clerk was asked to contact Glos Highways to seek their views on various suggested improvements. This item to be considered again at the next W & C Meeting. **ACTION: Clerk to contact Glos Highways and contractors for solar lights and to add this item to the Agenda for the next W & C meeting.**

WC020 15/16 To consider and agree to pursue the installation of traffic safety measures regarding visibility, at the junction of Mill Lane and Coronation Street.

Cllrs expressed their concerns about the incomplete road markings at the top of Mill Lane (Coronation Street end), which was removed when road works took place earlier this year, but which have never been re-instated. Cllrs also discussed the issue of visibility when turning into Coronation Street from Mill Lane. The Clerk was asked to contact Glos Highways regarding the road markings and for their thoughts on the issue relating to visibility and improvements to road safety. **ACTION: Clerk to contact Glos. Highways.**

WC021 15/16 To consider and agree replacing all the old white Christmas lights.

The Clerk reported that a majority of the small sets of white lights used to decorate the small Christmas Trees are now 'past their sell-by date'. They either no longer light up and if they do, the light is extremely weak. We have 3 sets of new lights and would require a further 17 sets to cater for the 20 trees we order for Christmas. The price for this would be £331.50 exc VAT and is within budget. The Clerk has also priced up two crescent decorations to be fitted to the lamp posts outside the church and these would be in the region of £170 each exc. VAT. Cllrs agreed that the lights should be changed but that only 1 crescent decoration should be purchased this year. However the Clerk was asked to check on the viability of this in relation to access to electricity and the cost for the installation of fittings to accommodate the crescent. It was **RESOLVED** to purchase 17 sets of white lights and 1 crescent decoration, this subject to costings from Glos. streetlighting. Proposed Cllr Boulton, seconded Cllr Bowen – all in favour.

WC022 15/16 To consider the items for discussion with the Ernest Cook Trust, including new Burial Ground

Cllrs debated the items that need to be discussed with Nicholas Ford (the Ernest Cook Trust) at the next meeting with the Chairman of the Council. These items are as follows:

1. Sites for a burial ground
2. Re-surfacing Lovers Walk
3. Land for allotments
4. Solar lighting to Mill Lane path
5. Neighbourhood Development Plan
6. Toilet Block in the WTF

A suitable Agenda to be drawn up by the Clerk. **ACTION: Clerk to write Agenda and forward to Nicholas Ford.**

WC023 15/16 To consider other options for the provision of youth services for the 15-18 year olds.

Debate took place regarding the way forward with providing a youth club for the 15-18 year olds. An earlier meeting with Young Gloucestershire was cancelled and the Clerk was asked to re-arrange this for the 21st July, prior to the W & C Committee meeting. The Council has been approached by various groups who are interested in receiving training with a view

to running a suitable club. **ACTION: Clerk to contact Young Gloucestershire to arrange a meeting.**

WC024 15/16 To consider installing a temporary portaloo in the Walnut Tree Field (playground area) to try to establish whether a more permanent fixture is required.

Following debate it was agreed that local building contractors should be approached regarding obtaining quotes for building a toilet block in the Walnut Tree Field. Quotes have already been received from specialist contractors, but Cllrs felt that where possible, local contractors should be used. The Clerk was also asked to investigate possible grants. It was agreed that installing a temporary facility would be a waste of money, and that a more permanent fixture needs to be installed. It was agreed to consider this item at the next W & C meeting. **ACTION: Clerk to contact local contractors and to add this item to the Agenda for the next W & C Committee meeting.**

WC025 15/16 Items the Chairman considers urgent

Cllr Sanford asked the Committee for suggestions on how best to deal with regular watering of the flower tubs in the Market Place. It was agreed to contact FCC's handyman to see if he could undertake the work. **ACTION: Clerk to contact Steve Piggott**

Cllr Boulton reported that the zip wire platform has now rotted away and is unsafe. He has removed the zip wire seat so that this cannot be used until we can arrange the repair of the platform. Cllrs agreed that a new zip wire should be considered as the current equipment is extremely old. The Clerk was asked to look into costings. Cllr Hing reported that the road markings outside Coln House School are still missing. The head teacher has been in touch with Glos. Highways with little success and has asked the Clerk to see if anything can be done in the immediate future. The Clerk was asked to draft a letter to Glos Highways copying in the District Cllrs and to obtain a response within 7 days.

Flag Competition – Cllrs agreed that prizes for adults should be £10 boots voucher and for children £10 book token.

French Market – The market organisers has asked if they could return for the same period next year i.e. 19th June 2016. Cllrs had no objections.

The Quarry – Grasscutting outside the flats in The Quarry has been problematic over the years with some grassed areas being the responsibility of Bromford Housing and other parts the responsibility of Glos. Highways.

028 15/16

As a result of the confusion, the grass is not always cut. The Clerk was asked to contact Bromford Housing to ask them if they would consider cutting all the grass in the area with FTC contributing towards the Highways section of grass. **ACTION: Clerk to contact Bromford Housing.**

WC026 15/16 Date of next meeting – 21st July 2015

.....Chairman

.....2015