

**MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING  
HELD ON TUESDAY 25<sup>th</sup> August 2015**

**PRESENT:**      Cllr Boulton                      Cllr Sanford                      Cllr Roberts  
                     Cllr Bowen                              Cllr Fenby                         Cllr Rao  
                     Cllr Hing

**In Attendance: Vanessa Lawrence (Clerk), Roz Capps (Assistant Clerk), 1 member of the public**

**WC052 15/16 To note apologies**  
None. All present

**WC053 15/16 To confirm the minutes of the Works and Community Meetings held on the 28<sup>th</sup> July 2015**  
It was **RESOLVED** to approve the Minutes of the Works & Community meeting held on the 28<sup>th</sup> July 2015 as a true and accurate record of the proceedings.  
Proposed Cllr Boulton, seconded Cllr Bowen – 6 in favour, 1 abstention

**WC054 15/16 Matters arising**

- **Bike stands – Glos Highways are not happy to place bike stands outside Lloyds Bank and will be placing the stands at the top of the High Street near the Car Park.** – Glos. Highways have confirmed that they would not be happy to place any bike stands outside the bank as they feel that this would overcrowd the area which has two seats and a bench currently in situ. An alternative location is at the top of the High Street, close to the seat. The exact positioning to be agreed when the stands arrive.
- **Tree in Council Yard – Application for removal of the tree has been sent -** Approval to remove the tree has now been received from CDC. **ACTION: Clerk to arrange removal of tree.**
- **Trees in the Croft – work completed on crown lifting trees in The Croft –** Work to crown lift the trees in the Croft has been completed by a recognised Tree Surgeon. Epicormics have also been removed by our grounds people. Discussion took place regarding payment for the work to the trees and Glos. Highways contribution towards maintaining the trees. Cllr Boulton explained that Glos. Highways would not undertake the work as the trees were not deemed to be dangerous or dead and therefore if FTC wanted to improve the appearance of the trees, the expense would have to be borne by FTC. Cllrs were not happy with this response. It was agreed to add an item regarding tree maintenance to the Agenda for the next W & C Committee meeting for further discussion. **ACTION: Clerk to add item re. Tree maintenance to Agenda for the next W & C meeting in September.**
- **Overhanging shrubs & trees –** The Clerk reported that she has written to 3 homeowners at Victory Villas, Hatherop Road, Fairford to ask them to cut back overhanging greenery on the roadside and also to Manor Farmhouse. Two residents from Victory Villas and Manor Farmhouse have responded favourably. The Clerk also reported that trees on London Road, opposite Victory Villas are to be cut back, by the landowners.
- **Allotments –** No further information regarding the handover of the allotment land has been received.

**WC055 15/16 To consider the most recent payments & receipts figures (July)**

The figures were received with no comment.

**WC056 15/16 Playing Fields**

- **To consider and agree replacing wooden table & chairs in the playground area** – It was **RESOLVED** to replace wooden table & chairs in the playground area subject to suitable quote for recycled heavy duty replacement. Proposed Cllr Fenby, seconded Cllr Bowen – all in favour.

**WC057 15/16 To consider and agree accepting a quote for repairing the church path.**

The Clerks are still awaiting receipt of two further quotes for the repair of the churchyard path. This item to be deferred to the next W & C Committee meeting.

**ACTION: Clerk to add this item to the Agenda for the next W & C Committee meeting in September**

**WC058 15/16 To consider and agree the way forward regarding engaging a contractor to carry out grounds maintenance**

The Clerk reported that to date no one has expressed an interest in working for the Council to carry out general maintenance work in the town. Following debate it was agreed to contact other villages close to Fairford and the Gardening club, to re-advertise on the FTC facebook page and other media. It was agreed to defer this item to a subsequent W & C meeting to allow information to be collected. **ACTION: Clerk to re-advertise and to contact other villages and the Gardeners Club.**

**WC059 15/16 To consider and agree request from the Football Club in Cinder Lane, to install a dog bin close to the Club.**

Following debate Cllr Sanford suggested installing a temporary lined garden waste sack close to the Club and ask if someone from the Club could then seal the bag, possibly every two weeks, and put it out for collection by the waste collectors (as is done by volunteers at Snake Lane). **ACTION: Clerk to contact the football club to find out if someone would be prepared to do this.**

**WC060 15/16 To consider and agree installation of dog/rubbish bins for the new housing estate.**

Following debate it was agreed that the Clerk should make contact with Bloor Homes to establish what plans they might have for installing dog/rubbish bins on the Estate. **ACTION: Clerk to contact Bloor Homes.** This item to be deferred to the next W & C meeting in September. **ACTION: Clerk to add this item to the Agenda for the next W & C meeting in September.**

**WC061 15/16 To consider and agree whether to renew the Licence for Horcott Lakes circular path, which expires at the end of September 2015.**

It was **RESOLVED** to renew the Licence for Horcott Lakes circular path. Proposed Cllr Hing, seconded Cllr Bowen – all in favour. **ACTION: Clerk to arrange for document to be signed and returned to Hansons. To add this item to the Agenda for the next Full Council meeting in September.** Proposed Cllr Hing, seconded Cllr Bowen – all in favour.

**WC062 15/16 To consider and agree change of day for the Christmas Market and charges for 2015.**

Following debate it was **RESOLVED** to change the date of the Christmas market for this year, to be reviewed after the event. The event to take place on Saturday 5<sup>th</sup> December from 5.00pm to 8.00pm with a road closure from 1pm to 9.00pm Proposed Cllr Roberts, seconded Cllr Fenby – all in favour. The charges to remain the same as last year at £25.00 per stall inclusive of electricity supply. **ACTION: Clerk to contact the fairground trader and the stall supplier, to order the road closure and to advertise accordingly.**

**WC063 15/16 To consider and agree date for the close of the Flag Festival and taking down the flags.**

It was **RESOLVED** to take down the flags on Sunday 30<sup>th</sup> August. Volunteers to meet at 10.00am. **ACTION: Council staff and volunteers to meet on Sunday 30<sup>th</sup> August to take down flags.**

**WC064 15/16 To consider and agree a photographic competition (with prize)**

Cllr Roberts reported that this was as a result of a competition being run by Cotswold Tourism and the suggestion that this would be a good way of promoting Fairford. The subject would be scenes associated with anything to do with Fairford. Debate took place regarding prizes, when it should commence and it was agreed that this should be looked at further at the September W & C meeting. It was **RESOLVED** to agree to go ahead with a photographic completion, in principle, subject to costings and details being finalised at the next meeting in September. Proposed Cllr Hing, seconded Cllr Bowen – all in favour. **ACTION: Clerk to add this item to the Agenda for the next W & C Committee meeting in September.**

**WC065 15/16 To consider and agree installing more flower containers in the High Street and London Street – “Fairford in Bloom”.**

Cllr Roberts explained why this item has been added to the Agenda. Following debate it was agreed that Cllr Roberts would look into how best to promote this and involving local shops and residents. **ACTION: Cllr Roberts to contact shops and residents. ACTION: Clerk to add this item to the Agenda for the next W & C Committee meeting in September**

**WC066 15/16 To consider and agree improvements to current ‘Welcome Pack’ in conjunction with FLBC and sources of funding.**

Following debate Cllr Roberts agreed to go through the current Welcome Pack and suggest additional items that could be incorporated. The Clerk was asked to obtain quotes for presentation binders. **ACTION: Cllr Roberts to suggest additional items for the Welcome Pack. ACTION: Clerk to obtain quotes for presentation binders and to add this item to the Agenda for the next W & C meeting in September.**

**WC067 15/16 To consider and agree possible placement of and location for a Great Western Ambulance clothing bank in Fairford.**

Following debate as to possible locations for a clothing bank it was agreed to check out the area outside the Fire Station. The Clerk was asked to contact the Fire Service to find out if they would have any objection to another clothing bank being installed alongside the current recycling bins, if possible. **ACTION: Clerk to check the site and to contact the Fire Service.**

**WC068 15/16 To consider and agree additional street furniture, i.e. noticeboards, benches and signage.**

Debate took place regarding additional benches and Cllr Roberts asked if an item could be added to the Agenda for the next Full Council meeting asking the Council to pay for a seat, to be placed near the WW1 commemorative tree in Gassons Field, in memory of June Lewis Jones. It was agreed that an audit of benches, and signage need to be updated before a decision is taken regarding purchasing further street furniture. It was also suggested that a request to residents is placed in the next newsletter asking for suggested sites for new benches. **ACTION: Clerk to add item to Full Council Agenda re. seat in memory of June Lewis Jones and audit of signage and benches to be carried out. ACTION: Clerk to add item in the newsletter asking for suggested locations for seats.**

**WC069 15/16 To consider and agree way forward to stop vehicles being parked on grass verge opposite houses on London Road**

Cllr Boulton reported that he had accompanied Richard Gray (Glos. Highways), to the verge on London Road to establish the best way of preventing vehicles parking here. Mr. Gray has suggested that one solution which would be considered is through the Glos. Highways 'Community Offer', where any works undertaken would be on a 50/50 split. Bollards were considered but Mr Gray considered this to be unsightly and costly. The best solution in his opinion would be to create a grassed bund, which could be planted up with wild flowers. Cllr Boulton agreed to measure up the area and relay this information to Mr. Gray, who would then price up the work. Following debate it was **RESOLVED** to create a bund, in principle, subject to satisfactory costings. Proposed Cllr Boulton, seconded Cllr Fenby – all in favour. **ACTION: Verge to be measured and details sent to Glos. Highways.**

**WC070 15/16 To consider and agree options for changing the name of 'Tomlinson Close'**

It was **RESOLVED** to change 'Tomlinson Close' to 'Thomlinson Close' on the new housing estate. Proposed Cllr Roberts, seconded Cllr Boulton – 6 in favour, 1 abstention. The sign was misspelt by CDC, but before they can change this, they will have to consult with the two houses in 'Tomlinson Close'. **ACTION: Clerk to contact CDC.**

**WC071 15/16 To consider and agree upgrading 3 CCTV cameras in the Market Place to include one which has number plate recognition capability and to add an additional camera to capture images pointing towards Cirencester.**

Cllr Boulton explained that following a recent incident, in London Street, it was noted that whilst the images during the day are very good, the night time images require improvement and it would be helpful if 'number recognition' on at least one camera could be considered. Cllr Boulton also pointed out that at present we have no cameras which could pick up images of movement from the junction of the Market Place towards Cirencester. The Clerk has asked the CCTV supplier to quote for upgrading the 3 cameras to a higher resolution but to include two new cameras, one with 'NPR' and one facing towards Cirencester. The Committee was asked to consider extra expenditure for upgrading these cameras. It was **RESOLVED** to upgrade 3 CCTV cameras and to add two new cameras, one with 'NPR', in principle, subject to final costings. Proposed Cllr Boulton, seconded Cllr Hing – all in favour. The Clerk was also asked to see if the angle for the camera on the Bull Hotel could be altered. **ACTION: The Clerk to contact the CCTV supplier to chase up quote and**

**to arrange for the Bull camera to be adjusted.** The Committee suggested businesses in the Market Place and London Street are contacted with a view to contributing towards the cost of CCTV. **ACTION: The Clerk to draft a letter and circulate to Committee members before sending.**

**WC072 15/16 Items the Chairman considers urgent.**

**Playground Rota – September/October 2015**

**4<sup>th</sup> – 7<sup>th</sup> September Cllr Bowen**

**11<sup>th</sup> – 14<sup>th</sup> September Cllr Boulton**

**18<sup>th</sup> – 21<sup>st</sup> September Cllr Rao**

**25<sup>th</sup> – 28<sup>th</sup> September Cllr Fenby**

**2<sup>nd</sup> - 5<sup>th</sup> October Cllr Sanford**

**WC073 15/16 Date of next meeting – 22<sup>nd</sup> September 2015.**

.....Chairman

.....2015