

**MINUTES OF THE
WORKS & COMMUNITY COMMITTEE MEETING
HELD ON TUESDAY 24th November 2015**

Present: Cllr Boulton Cllr Roberts Cllr Bowen
 Cllr Fenby Cllr Rao Cllr McKinley
 Cllr Sanford

In attendance: Vanessa Lawrence (Clerk), Roz Capps (Assistant Clerk), Cllr Lear (part)
Cllr Harrison

WC121 15/16 To note apologies
None received - all present

WC122 15/16 To confirm the minutes of the Works and Community Meeting held on the 27th October 2015
It was **RESOLVED** to confirm the minutes of the Works & Community meeting held on the 27th October are a true and accurate record of the proceedings. Proposed Cllr Bowen, seconded Cllr Rao – all in favour.

WC123 15/16 Matters arising

- **Waste bins – Bloor Homes development Phase 1** – The Clerk reported that she has once again contacted Bloor Homes regarding installation of waste bins on the Estate. She is still awaiting a reply.
- **Palmer Hall** - Cllr Lear left the room – It was reported that FTC have been approached regarding an event which is to take place at the Palmer Hall on New Year’s Eve. This event has caused some concern amongst businesses who feel that they are being disadvantaged in some way. The Committee agreed that whilst FTC are Custodian Trustees matters involving booking does not fall within our remit, however it was agreed that a letter to both the Palmer Hall and to those businesses with concerns will be drafted to explain that the matter has been looked into. Cllr McKinley has offered to draft these letters.
- **Allotments** – The allotments on the Bloor Homes site will shortly be made available with a draw taking place on the 14th December, which the Mayor will be attending.

ACTION: Cllr McKinley to draft letters.
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WC124 15/16 To consider the most recent payments & receipts figures (October)
The Clerk reported that the only figures available at the present time are those for the end of October, but that she has included payments and receipts for the first half of November – the full November figures will be available early in December.

WC125 15/16 To agree working group for setting up Festive Market – December 4th 2015
Cllrs agreed that they would help where required. No working group as such was set up, but those that are available on the day would attend.

WC126 15/16 To consider and agree way forward re. e-mail from Richard Gray (Glos. Highways) re. verge opposite Victory Villas on London Road.

Following debate it was agreed that FTC would not commit any funds to work to improve the verge opposite Victory Villas as this was now a Health & Safety matter for Glos. Highways. It was further agreed to review this matter in 6- 12 months' time to see if Glos. Highways has instigated improvements/rectification work. The Clerk to relay the Committee's decision to Glos. Highways.

Proposed Cllr Roberts, seconded Cllr McKinley – all in favour

WC127 15/16 To consider and agree installing more flower containers in the High Street and London Street – “Fairford in Bloom”.

Following debate it was agreed that a draft letter is written to go to householders and businesses in the Market Place and London Street to obtain views on whether they would be prepared to install flower boxes, tubs, hanging baskets etc., outside their premises. Cllr Roberts has volunteered to draft a letter for circulation. This matter to be deferred the W & C meeting in January.

ACTION: Cllr Roberts to draft a letter

WC128 15/16 To discuss matters relating to graffiti, litter and vandalism

Cllr McKinley reported on the information circulated to Committee members regarding litter. It was agreed that the Ernest Cook Trust should be contacted to discuss proposals. Cllr McKinley to brief Cllrs Fenby and Sanford prior to their next regular meeting with the Trust. It was also agreed to ask the Finance Committee to increase the budget to accommodate any future plans for relating to litter under the 'Keep Britain Tidy' banner.

ACTION: Cllr McKinley to brief Cllrs Sanford and Fenby prior to their next meeting with the Ernest Cook Trust. The Clerk to report include request for extra funding at the next Finance meeting.

WC129 15/16 To consider and agree improvements to current ‘Welcome Pack’.

Following debate, it was **RESOLVED** to approve amendments in the Welcome Pack. It was also agreed that a further page is included with a list of businesses in the Town Centre. Cllr Roberts to produce a suitable list.

ACTION: Clerk to re-print Welcome Pack, when the business list has been approved. Cllr Roberts to produce a business list

WC130 15/16 Update from Cllr Roberts regarding traffic issues at Leafield Road

Cllr Roberts reported on the outcome of the recent meeting held with Glos. Highways, Primary school and Farmors school and other interested parties. The following items were discussed:-

- that it was unlikely that a 20mph speed limit would be approved
- that a voluntary 20mph might be introduced at peak times as part of a School Safety Zone and the Community Speed Watch team would be asked to monitor traffic speed along Leafield Road regularly

- that RAF Fairford should be contacted with a view to providing a bus to transport children to Fairford Primary and Farmors. Currently children are being driven in by their parents. Richard Gray (Glos. Highways to contact RAF Fairford)
- Fairford Primary School and the Glos Road Safety Partnership would set up a working group involving parents to revisit the existing Travel Plan. There would also be an investigation into the possibility of a walking bus from the town car park with pedestrians using the path through The Park from the top of the High Street. Also investigate with the Ernest Cook Trust the feasibility of a cycle route through The Park.
- There is no possibility of getting a crossing installed e.g. Puffin, Pelican, Zebra etc.
- Glos. Highways are willing to carry out a feasibility study for introducing a priority build-out at a cost to GCC (£5k-£6k). If feasible, a priority build-out could be in place in a year's time. A vote was taken for this to take place and was almost unanimous.
- Parking – no decision was made
- Buses – to park in Park Street – but residents' and Council's views would have to be considered

WC131 15/16 To agree playground rota for December/January 2016

The following Cllrs to carry out the playground check as follows:

4th – 7th December – Cllr Boulton

11th – 14th December – Cllr Sanford

18th – 21st December – Cllr McKinley

25th – 28th December – Cllr Rao

1st – 4th January 2016 - Cllr Bowen

8th – 11th January – Cllr Boulton

15th – 18th January – Cllr Sanford

22nd – 25th January – Cllr Bowen

WC132 15/16 To consider and agree renewing playground equipment

A request for quotes from 3 suppliers has been made. Only one has been received to date. All three suppliers have visited the area and all are in agreement that the Spider should be removed. This item to be deferred to the W & C Committee meeting in January.

ACTION: The Clerk to add this item to the Agenda for the W & C Committee meeting in January

WC133 15/16 To consider and agree request to D. Cllr Beccle for supply and installation of waste bins

The Clerk reported that at the Full Council meeting in November, District Cllr Beccle advised that a fund has been set aside for various street projects. It was **RESOLVED** to order the bins through District Cllr Beccle – proposed Cllr Roberts, seconded Cllr McKinley – all in favour. FTC require 5 waste bins for various locations in the town and these will be ordered as soon as confirmation of the locations have been approved by the District Council.

ACTION: Clerk to contact Cllr Beccle as soon as confirmation from CDC has been received for the location of the bins. The Clerk to contact CDC.

WC134 15/16 To formally agree legal document for works at Mill Lane and Milton Street.

Following discussion, it was agreed to make one change to the document. It was **RESOLVED** to agree the details of the document subject to current amendment. Proposed Cllr Fenby, seconded Cllr Bowen – all in favour. It was agreed that this work should go out to tender.

ACTION: Clerk to contact solicitor with details of amendment and approval of document and to obtain a quote for the preparation of a formal tender document.

WC135 15/16 To consider and agree purchasing appropriate signage to indicate that Fairford is a Speedwatch area.

Discussion took place regarding the positioning of suitable signs and it was **RESOLVED** to purchase 4 signs, as soon as approval has been given by Glos. Highways.

ACTION: Clerk to contact Glos Highways to seek approval for the placement of 'Speedwatch Area' signs and to obtain quotes from sign suppliers.

It was agreed to take the following two items together.

WC136 15/16 To consider and agree that the Speedwatch group should monitor speeds on Leaffield Road &

WC137 15/16 To consider and agree to join forces with other nearby communities to share speedwatch equipment and volunteers.

Following debate it was **RESOLVED** to contact Southrop, Kempsford & Poulton Parish Councils with a view to joining forces to monitor speeds in all three locations, through the 'Speedwatch Programme', and to share speed monitoring equipment. Proposed Cllr Roberts, seconded Cllr Boulton – all in favour.

ACTION: Clerk to contact the Police to advise them of our plans and to ask for training for three interested Fairford residents, and to contact Southrop, Poulton and Kempsford Parish Councils.

WC138 15/16 To consider and agree printing of newsletter in colour

The Clerk reported that the cost of printing in colour is considerably more than in black & white and whether we limit the number of times that colour printing is used for the newsletter. After debate it was **RESOLVED** to limit colour printing for the newsletter to twice a year – December and June. Proposed Cllr Roberts, seconded Cllr McKinley – all in favour.

WC139 15/16 Items the Chairman considers urgent.

- **Road names for the new Bloor Homes development** – submission of suggested road names is required by the 25th November. Various names were considered and it was agreed that the History Society is contacted for their advice. A list of suggested names to be sent to CDC.

ACTION: Clerk to send list of names to CDC

- **Youth Club request for extra funding** – A new member of Young Gloucestershire has contacted FTC and it was agreed that she should be invited to attend a meeting to discuss the issues relating to the Youth Club. Cllrs were not inclined to fund any further extra work at the present time.

ACTION: Clerk to contact Young Gloucestershire to arrange a meeting.

WC140 15/16 Date of next meeting – 22nd December 2015

.....Chairman

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