

**MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING
HELD ON TUESDAY 23rd February 2016**

Present: Cllr Boulton Cllr Sanford Cllr Bowen
Cllr McKinley Cllr Fenby Cllr Lear

In attendance: Vanessa Lawrence (Clerk), Roz Capps (Assistant Clerk)

WC175 15/16 To note apologies

Apologies were received from Cllr Roberts

WC176 15/16 Declaration of Interest in items on the Agenda

None received

WC177 15/16 To confirm the minutes of the Works and Community Meeting held on the 26th January 2016

It was **RESOLVED** to confirm the minutes of the Works & Community meeting held on the 26th January are a true and accurate record of the proceedings. Proposed Cllr McKinley, seconded Cllr Bowen – all in favour.

WC178 15/16 Matters arising

- **Bus stop and seat near Yells Yard** – The Clerk reported that following discussions with Glos. Highways, Glos Transport and Bloor Homes, we are still no further forward with moving the bus stop further along the road to the verge opposite Linden Homes, where it is planned to install a seat. The seat will be installed as recommended by Glos. Highways and the bus stop moved in due course.
- **Streetlighting – Cirencester Rd (Bloor Homes development)** – the Clerk reported that we are still waiting for information from Glos. Streetlighting about the criteria that needs to be met in order to make any request for lights. This will be chased up.

ACTION: Clerk to chase up Glos. Streetlighting

- **Path – nr. Dilly's Bridge** - the Clerk reported that Mike Barton of PROW is away at the present time but has been approached regarding re-surfacing the path from the existing resurfaced area in Gas Lane to Dilly's Bridge. He will be contacted again on his return from holiday.
- **Amateur Dramatics –Victory Villas – London Road** – the Clerk reported that she has been in touch with a former organiser of the youth amateur dramatics group, that closed some years ago. Interest in re-starting the group was expressed as long as people could be found to run it. The Clerk to chase this up.

ACTION: Clerk to chase up contacts

- **Noticeboards** – the Clerk reported that whilst quotes had been received from a supplier, Mr. Westlake has also agreed to build noticeboards for the Town. He will be submitting his quote in due course.

WC179 15/16 To consider the most recent payments & receipts figures

Payments and receipts were considered and any overspends explained. Cllrs felt that virements should be used and have recommended that this is considered by the Finance Committee. This matter to be added to the Agenda for the next Finance meeting in March

ACTION: The Clerk to add this item to the Agenda for the next Finance meeting in March

WC180 15/16 To consider and agree proposals for events for the Queens 90th birthday celebrations.

- **Clean for the Queen** – National initiative. The Clerk reported that the Ernest Cook Trust are keen to promote this in conjunction with the schools and has contacted the schools accordingly. It was agreed to contact the schools to establish their support for this.

ACTION: The Clerk to contact the schools and to progress any initiative

- **Picnic in the Park – 12th June 2016**
Cllr Lear has agreed to take up this project and will be contacting publicans with a view to a joint effort of running a bar with the TC purchasing alcohol for sale with any profits made going to a suitable Queen's charity. The TC to also supply portaloos and generators. The Committee to recommend to Finance that funds should be set aside for this event. Cllr Lear to report back to this Committee.

ACTION: The Clerk to add this item to the Agenda for the next Finance meeting.

Cllr Lear to contact publicans and to report back to W & C Committee

WC181 15/16 To consider and agree appointment of contractor for ROSPA playground check – approx. £150.00.

Following debate it was **RESOLVED** to appoint John Hicks to carry out this year's annual check. Proposed Cllr Bowen, seconded Cllr Fenby – all in favour.

ACTION: The Clerk to contact David Hicks

WC182 15/16 To consider and agree recommendation from Cllr Roberts re. letter to residents in Market Place, High Street and London Street, for 'Fairford in Bloom' event (draft letter circulated 1/2/16).

It was **RESOLVED** to agree recommendation and to send the proposed letter to residents and businesses in the Market Place, High Street and London Street for "Fairford in Bloom". Proposed Cllr Bowen, seconded Cllr McKinley – all in favour.

ACTION: The Clerk to deliver the letters as soon as possible

WC183 15/16 To consider and agree commencement of "speedwatch" monitoring

was **RESOLVED** to agree commencement of speedwatch monitoring. Proposed Cllr Fenby, seconded Cllr Lear – all in favour. The Clerk reported that Cllr Dallow will be contacting Poulton, Kempsford and Southrop speedwatch co-ordinators to organise suitable dates for monitoring speeds at various locations.

WC184 15/16 To consider and agree to replace current VAS signs at either end of Fairford with speed indicator VAS signs and to purchase a further 2 signs to be installed in Horcott Road and the Quenington Road (see e-mail 16/2/16)

Following debate it was **RESOLVED** to recommend to the Finance Committee that funds should be made available (underspend) for the purchase of 4 x VAS signs, two of which are replacement signs on the A417 and the other two to be installed on Horcott Road and the Quenington Road into Fairford. Proposed Cllr McKinley, seconded Cllr Fenby – all in favour. Cllr McKinley asked the Clerk to seek assurance from the supplier regarding any possible changes in legislation.

ACTION: The Clerk to add this item to the Agenda of the Finance meeting and to speak to the supplier.

WC185 15/16 To consider and agree way forward with pursuing reduction in speed limits on the A417 through Fairford – (traffic consultation report e-mailed)

The Clerk reported that Inspector Ellis of the Glos. Constabulary has been contacted to seek the polices' support for any TC initiative to reduce the speed limit on the A417. Inspector Ellis has replied that the Police would need to carry out speed monitoring before making a decision regarding support. The Police to contact FTC in due course to advise on when speed monitoring could take place. Cllr Fenby recommended that the speedwatch group could also carry out speed checks on the A417 into Fairford. It was agreed to defer this item until speed monitoring has been carried out.

WC186 15/16 To consider and agree to obtain a measured survey of the Palmer Hall (£350)

It was **RESOLVED** to recommend to the Finance committee that an amount up to £1000 should be made available to carry out a more substantial measured survey of both the exterior and interior of the Palmer Hall. Proposed Cllr Bowen, seconded Cllr Boulton – all in favour.

ACTION: The Clerk to add this item to the Agenda of the next Finance meeting in March

WC187 15/16 To consider and agree purchase of items relating to the Festive Market

The Clerk reported that there was a small amount left in the budget for the Festive Market and requested that the Committee consider the purchase of a few items from the remaining funds. These items are:

10 x Lighter weight cable covers –

3 x Floodlights

and under the Christmas Lights code – to purchase upgrade to connection box at Mr. Ernest. Following debate it was **RESOLVED** to purchase the above items and to order an upgrade to the connection box. Proposed Cllr Boulton, seconded Cllr Bowen – all in favour.

ACTION: The Clerk to order cable covers, floodlights and connection upgrade.

WC188 15/16 To consider and agree details for the French Market 2016 (19th June 2016)
 The Clerk reported that Savoir Fayre have agreed to hold the French Market on Sunday 19th June and that road closure order would need to be obtained. It was **RESOLVED** to apply for the Road Closure Order. Proposed Cllr Boulton, seconded Cllr Lear – all in favour.

ACTION: The Clerk to apply for the Road Closure Order and to advertise the event.

WC189 15/16 To agree rota for playground check –March
 The playground check rota was agreed as follows:
4th- 7th March – Cllr McKinley
11th-14th March – Cllr Sanford
18th-21st March – Cllr Boulton
25th -28th March – Cllr Bowen

WC190 15/16 To consider and agree Terms of Reference for the Albert Alder Award
 It was **RESOLVED** to approve the Terms of Reference for the Albert Alder Award as directed by the Clerk. Proposed Cllr McKinley, seconded Cllr Boulton – all in favour.

WC191 15/16 To consider and agree review of burial ground conditions regarding lowering graves.
 The Clerk advised that Cllr Winney had asked for this item to be put on the Agenda. He wanted the Committee to whether to review the T & C applied to the Burial Ground and whether the paragraph relating to levelling of graves would be altered. After consideration it was **RESOLVED** to retain the current T & C's and to contact relatives regarding levelling of certain graves. Proposed Cllr Boulton, seconded Cllr Bowen – all in favour.

ACTION: The Clerk to contact relevant people

WC192 15/16 To consider and agree frequency of invoicing from grasscutting contractors (for verges & Walnut Tree Field) – (e-mail sent 17/2/16)
 Cllr McKinley said that it would be best if the Clerk decided on the best method of invoicing as she deals with suppliers on a regular basis. The Clerk advised that she would prefer that invoices are submitted per cut so that she can monitor when cuts take place. It was **RESOLVED** to agree that the supplier should be contacted and asked to invoice per cut. Proposed Cllr McKinley, seconded Cllr Bowen – all in favour.

ACTION: The Clerk to contact contractor

WC193 15/16 Items the Chairman considers urgent.
 The Clerk asked if the Committee would be happy to allow her to apply for a tree works (conservation area) for trees/hedges etc., in Cinder Lane. The Committee were happy to allow this.

WC194 15/16 Date of next meeting – 22nd March 2016

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.....Chairman