



## Fairford Town Council

### MINUTES OF THE WORKS & COMMUNITY COMMITTEE HELD ON TUESDAY 22<sup>nd</sup> March 2016

**Present:** Cllr Boulton                      Cllr Sanford                      Cllr McKinley  
Cllr Roberts (part)

**In attendance:** Vanessa Lawrence (Clerk), Roz Capps (Assistant Clerk), 2 members of the public

**WC195 15/16 To note apologies**

Apologies were received from Cllr Lear and Bowen

**WC196 15/16 Declaration of Interest in items on the Agenda**

Cllr Roberts declared a personal interest in Item WC203

**WC197 15/16 To confirm the minutes of the Works and Community Meeting held on the 23<sup>rd</sup> February 2016**

It was **RESOLVED** to confirm the minutes of the Works & Community Meeting as a true and accurate record of the proceedings. Proposed Cllr McKinley, seconded Cllr Sanford – all in favour.

**WC198 15/16 Matters arising**

- **Fairford in Bloom update** – Letters have been delivered but to date we have only received one reply.
- **Speedwatch update** – Cllr Dallow is organising the first speedwatch monitoring session for the 4<sup>th</sup> April 2016. Details to follow.
- **Update re street lighting** – The meeting arranged with Glos. Highways, to discuss this matter was cancelled and has been re-arranged for 7<sup>th</sup> April 2016.
- **Update on Clean for The Queen** – poor response, with only the Primary School, the Ernest Cook Trust, and two members of the public supporting the initiative.

**It was agreed to bring forward Item WC207 for the benefit of the members of public attending who have a particular interest in this matter. Proposed Cllr Boulton, seconded Cllr McKinley – all in favour.**

- **Update on Dillys Bridge footpath** – Mike Barton of PROW will be contacting his contractor to obtain a quote for works to improve the path from Gas Lane to Dillys bridge.
- **Update on Junior FADS** - There has been very little interest in re-starting Junior FADS.
- **Update on Noticeboards** – Mr. Westlake has agreed to make up noticeboards for the Town Council.

**ACTION: Clerk to ask Mr. Westlake if he would look at the condition of the noticeboard at the Palmer Hall.**

- **Update on allotments-** We are currently awaiting the transfer deeds from Bloor Homes.

**WC207 15/16 To consider and agree the way forward regarding trees on Cinder Lane**

The Clerks reported about the request for clearance of shrubs, trees overhanging the Lane, which has affected high sided vehicles in the past. Following a meeting with the landowner (Morgan Hall Field) who advised on the exact boundary lines, Mike Barton of PROW was asked to visit the site and would be happy for us to undertake tree works if agreed with CDC planners. CDC planning officers responsible for tree works in a conservation area, have also been consulted and are preparing a report and will advise if permission is given to cut back trees. The works are remedial to tidy up the area, which has been left to overgrow.

**Cllr Roberts arrived.**

It was **RESOLVED** to agree tree works to Cinder Lane if permission is obtained from CDC. Proposed Cllr McKinley, seconded Cllr Boulton – all in favour.

**WC199 15/16 To consider the most recent payments & receipts figures**

Cllr Boulton reported that whilst money had been vired for VAS, this money was no longer required in its entirety and would probably not be used now before the end of the financial year. However, money would be required for the purchase of a new recorder for CCTV.

**WC200 15/16 To consider and agree the logistics, budget and entertainment for the Picnic in the Park**

Discussion took place regarding the proposals for the Picnic in the Park on the 12<sup>th</sup> June. The following items for purchase or hire were discussed:-

Marquee – to hire

Marquee to borrow from Quenington Bulldogs if available.

Hire of entertainers and face painters

First Aiders attendance to be requested

Small union flags for the children to be purchased

Bar – being organised by Cllr Lear

Hire of Portable toilets

Hire of additional chairs

Banners to be purchased

Ice Cream vendors to attend if available.

Balloons to be purchased

It was **RESOLVED** to spend upto £3k, not including the bar. Proposed Cllr Boulton, seconded Cllr McKinley – all in favour.

<b>ACTION: Clerks to order the above items</b>
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It was also agreed to contact the Hyperion House nursing home to see if their residents would like to attend. **ACTION: Clerks to contact Hyperion House**

**WC201 15/16 To consider and agree to sign the land transfer document regarding Allotments**

This item to be deferred as the document has not been received from Bloor Homes.

<b>ACTION: Clerks to add this item to the Agenda of a future W &amp; C meeting.</b>
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**WC202 15/16 To consider and agree to instigate any works to widen the pavement along Gasson's Field and Quenington Road.**

Discussion took place regarding a request to widen the pavement at Gassons Field. Glos. Highways have been consulted but they are not in favour as the path meets the required standards. It was **RESOLVED** to ask the groundsman to cut back the verge along the pavement. – All in favour.

<b>ACTION: Clerks to speak to the groundsman</b>
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**WC203 15/16 To consider and agree to undertake work on Lovers Lane footpath and introducing a path from St Mary's Drive to Lovers Lane.**

Debate took place regarding the specification of the path and the reasons for creating a smaller path across the green to St. Mary's Drive from Lovers Lane. It was agreed that the path needs to be improved to help with Safe Route to school project especially in light of the new development to the east of the town. The path is currently in very poor condition especially in bad weather and would not be a suitable path for children, and people with mobility scooters and pushchairs to use, when walking to school. It was agreed that in the first instance residents living adjacent to the Lane should be consulted for their views. The work should then go out to tender. PROW have agreed to contribute towards the work. It was **RESOLVED** to undertake the work to improve Lovers Lane and to create a new path across the green and to send this out to tender. Proposed Cllr Boulton, seconded Cllr McKinley – 3 in favour, 1 abstention.

<b>ACTION: Clerks to consult with residents adjacent to Lovers Lane and to start tender process if appropriate.</b>
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**WC204 15/16 To consider and agree to commission a new noticeboard for the Bloor Home Estate to be positioned on the Milking Path.**

Debate took place regarding the need of a noticeboard for the Bloor Homes (1) development. It was agreed to defer this item to a future meeting once further research has been done to establish the need and the exact site.

<b>ACTION: Clerks to add this item to a future agenda and to carry out further research as to the need and correct position for a noticeboard.</b>
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**WC205 15/16 To consider and agree a date for the Fairford Flag Festival, and a team to put the flags up.**

It was **RESOLVED** to put up the flags on the weekend of the 21<sup>st</sup>/22<sup>nd</sup> May. Proposed Cllr Sanford, seconded Cllr Boulton – all in favour. Cllrs Boulton, McKinley, Sanford have volunteered to help together with the Clerks. Cllr Dudley to be asked if he could assist. It was also agreed to run a facebook flag competition.

**WC206 15/16 To consider and agree the way forward regarding the CCTV system**

The Clerk explained that there have been issues with the three cameras in the Market Place, which the supplier has been unable to resolve. As part of their agreement, they are obliged to change the cameras, free of charge, but as technology has moved on since the initial installation, it would be prudent to upgrade the recorder box, which would incur a small fee of £274. Discussion took place regarding other cameras and it was agreed that an audit would not be required. It was **RESOLVED** to upgrade the recorder system for CCTV. Proposed Cllr Boulton, seconded Cllr McKinley – all in favour. It was agreed to discuss the installation of other cameras at the next W & C meeting in April.

<b>ACTION: Clerks to contact Redhand and to add item on the Agenda for next W &amp; C meeting.</b>
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**WC207 15/16 To consider and agree the way forward regarding trees on Cinder Lane  
See above**

**WC208 15/16 To consider and agree to invest in a speaker system for the council chamber**  
Following a request from Cllr Roberts to find out if a suitable sound system could be installed in the Barker Room. The Assistant Clerk advised that she has made enquiries, but it seems that this would be quite difficult to achieve in this room due to the setup of the room. Further research is to be done. This matter to be deferred to a future meeting to allow further research to be done.

**ACTION: Clerks to contact suitable suppliers.**

**WC209 15/16 To agree rota for playground check – April**  
The following rota for checking the playground was agreed.  
**1<sup>st</sup> – 4<sup>th</sup> April – Cllr Boulton**  
**8<sup>th</sup> – 11<sup>th</sup> April – Cllr Bowen**  
**15<sup>th</sup> – 18<sup>th</sup> April – Cllr Boulton**  
**22<sup>nd</sup> – 25<sup>th</sup> April – Cllr McKinley**  
**29<sup>th</sup> April - 2<sup>nd</sup> May – Cllr Sanford**

**WC210 15/16 Items the Chairman considers urgent.**

- The Clerk was asked to add Photo Competition to the Agenda of the next W & C meeting in April.
- Audit of disabled access to drop kerbs in the town. Cllr Winney to be consulted.

**WC211 15/16 Date of next meeting – 26<sup>th</sup> April 2016**

.....Chairman

.....2016