



Fairford Town Council

MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 27th September 2016

Present: Cllr Boulton Cllr Sanford Cllr Bowen
Cllr Roberts Cllr Harrison

In attendance: Vanessa Lawrence and Roz Capps (Clerks)

- WC071 16/17** **To note apologies for absence**
Apologies were received from Cllr Lear
- WC072 16/17** **To note Declaration of Interests**
None
- WC073 16/17** **To confirm the minutes of the Works and Community Meeting held on the 23rd August 2016**
It was **RESOLVED** to confirm the Minutes of the Works & Community meeting held on the 23rd August are a true and accurate record of the proceedings. Proposed Cllr Bowen, seconded Cllr Roberts – 3 in favour, 1 abstention.
- WC074 16/17** **Matters arising**
CCTV – The Clerk reported that the CCTV system has been upgraded. Unfortunately 3 cameras on the Community Centre have proved incompatible with the system and they are very old and the quality is very poor. Some of the electrical circuits are broken. The Clerk to talk to the Community Centre Manager.
Hare Trail – The Clerk reported on how this scheme works and that the Council, should they wish to do so, could sponsor a large Hare for £850. The Town would need to have 2 of these large Hares sponsored before smaller Hares could be bought by others in the Town. The Hares can then be decorated and Jake Sutton has agreed to decorate a Hare for the Town Council, should we proceed. The scheme runs from March – October 2017 and Hares are then auctioned off and money raised goes to Charity. 10% of the Auction value goes back to the sponsor and 15% to the artist, the remainder goes to charity. Sponsorship will be discussed at the next Finance Meeting on the 4th October.
Yellow Lines – Coronation Street/Milton Street junction – This application has been cancelled by GCC.
Table Tennis table – ground anchors – The Clerk reported that the Table Tennis table has been firmly installed into the Walnut Tree Field.
Bus Scheduling Form – All the forms received from residents have been forwarded to GCC and we are awaiting a response following their forthcoming meeting with Stagecoach.
Flower Tubs Market Place – Flower tubs have been moved in the Market Place to enhance the pavement outside Mr Ernest and the Fish Bar.
Pool Table Cover – Keble Room – The new handyman has made a new table cover for the pool table.
Dilly's Bridge surface – We are still awaiting a response from PROW regarding a possible non-slip surface on Dilly's Bridge.

- WC075 16/17** **To consider the most recent payments & receipts figures**
The payments and receipts were reviewed with no comment.
- WC076 16/17** **To agree rota for playground check – October 2016**
The following rota was agreed:
7th – 10th October – Cllr Boulton
14th – 17th October – Cllr Sanford
21st – 24th October – Cllr Bowen
28th – 31st October – Cllr Roberts
- WC077 16/17** **To consider and agree improving method of signage for Road Closure in the Market Square – see examples e-mailed**
The Clerk reported on the recent set up for the Italian Market. Once again Road Closure signage was ignored and many vehicles were parked in the car park. The Clerk has been researching other methods of signage and has found tall bollards with signs that might be trialled. Following discussion, it was **RESOLVED** to purchase 5 signs with chain links to be trialled at the next event. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour. If these prove successful, further bollards could be purchased.

ACTION: Clerk to place order 5 x signed bollards

- WC078 16/17** **To consider and agree farewell gift from the Town to the Bank Manager and staff.**
Following discussion, it was agreed that this was not appropriate.
- WC079 16/17** **To consider taking control of the public toilets in Fairford**
The Clerk reported on correspondence received from Healthmatic regarding smaller councils taking responsibility for public toilets. Having researched this some years ago, it was discovered that the public toilet in Fairford had very little footfall and, as a result, made very little money. It was agreed not to pursue this.
- WC080 16/17** **To consider installation of composting portaloo for the Walnut Tree Field**
Cllr Boulton requested that this item be deferred to the next meeting of the Committee, in order to research this further. The Committee agreed.

ACTION: Clerk to add this item to the Agenda for the next W & C Committee meeting in October.
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- WC081 16/17** **Update on speedwatch (Cllr Roberts)**
Cllr Roberts reported that a meeting of interested parties has been arranged for Wednesday 28th September. A report will be forwarded to Council following this meeting.
- WC082 16/17** **To consider and agree revision to highways works proposed for crossroads A417/Coronation Street/Horcott Road and Mill Lane/High Street, following recent information received from GCC.**
Further to last month's meeting regarding this matter, the Clerk has been in contact with GCC to establish if penalties would be incurred if plans for this project were altered, in light of changes in the town, since the plans were drawn up. Bruce Simmonds at GCC is happy to consider any changes and no penalties would be applied. In light of this information, the Committee **RESOLVED** to revise the plans to only carry out works at the top of Mill Lane by the Car Park and only at the junction of Coronation Street and the A417

subject to approval of revised quote for the Coronation Street/A417 quote.
Proposed Cllr Sanford, seconded Cllr Boulton – all in favour.

**ACTION: Clerk to contact contractors for revised quote and to circulate details to Committee.
Clerk to contact GCC with details of revisions**

WC083 16/17 **To consider and agree approach to GCC for increase in financial support for grasscutting verges.**

As a result of the increasing costs for cutting the verges and the small amount of funds received from GCC, it was **RESOLVED** to consult with County Cllr Theodoulou to seek an increase in financial support. It was also suggested that the Clerk should make a case for an increase based on the extra houses in Fairford with verges around the new estates. Proposed Cllr Boulton, seconded Cllr Bowen – all in favour

ACTION: Clerk to contact County Cllr Theodoulou

WC084 16/17 **To consider and agree whether to produce a database of residents who wish to receive regular e-mail updates of events/activities in the town.**

A request has been received from a resident in Fairford for the Council to create a database of residents who wish to receive update e-mails of events and items of interest throughout the year. Residents to be consulted to establish whether they wish to be included. Following debate, it was **RESOLVED** to advertise this proposal in the next Ripples magazine and on the Council's website and Facebook page. Proposed Cllr Harrison, seconded Cllr Boulton – all in favour.

WC085 16/17 **To consider and agree to remove the seat at Churchill Place/Hatherop Road and new location**

The Clerk reported on complaints received about anti-social behaviour on Hatherop Road, with youths congregating at this location late at night. Residents have requested that the seat is re-located. The Clerk suggested that the seat is moved to the junction of The Plies and London Road, to replace the current seat which requires repairs. The old seat to be repaired - if possible - and then placed near the Memorial Tree in Mill Lane. Following discussion, it was **RESOLVED** to move the seat and relocate as per the Clerk's suggestion. All in favour.

ACTION: Clerk to contact contractor to arrange to move the seat and to speak to the seat's sponsor

WC086 16/17 **To discuss new surface at Lovers' Lane.**

The Clerk reported that the surface is nearly complete. However, there are a few issues that might require consideration regarding the lack of binding. Following debate it was agreed that a little more time is required before coming to any conclusions, as the surface needs to settle for a while. Cllr Boulton will, in the meantime, contact the surface manufacturer for further details as to its binding qualities.

ACTION: Cllr Boulton to contact manufacturer

WC087 16/17 **To consider and agree moving Welcome to Fairford signs on the A417 and design and installation of white gateways**

The Clerk reported that she has a meeting with Richard Gray (GCC) on the 7th October to look at suitable locations for the signs. It was agreed to defer this item to the next W & C meeting.

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

- WC088 16/17** **To consider and agree installation of bollards outside Londis and extension of parking area outside Londis, subject to required GCC permission.**
 The Clerk reported on recent information received from GCC regarding the possibility of installing bollards outside Londis, in the event that an ATM is installed at this location. It was agreed to defer this item to the next W & C meeting to allow time for Londis to speak to GCC directly.

ACTION: Clerk to add this item to the Agenda of the next W & C meeting in October

- WC089 16/17** **To consider and agree tree offer through TCV – (see e-mail 20/9/16)**
 It was agreed NOT to take up this offer.

- WC090 16/17** **To consider and agree role of casual labourer in light of recent appointment of groundsman/handyman.**
 The Clerk reminded Cllrs that the Casual labourer who is contracted to cut the grass in the Churchyard and on the allotments and who has been standing in to cover other jobs in the town, since Albert Alder's retirement, is no longer required for the odd jobs since the employment of a groundsman/handyman. It was **RESOLVED** that the casual labourer should continue in his contracted role only until contract end time, when the grasscutting contract will once again go out to tender. All in favour.

- WC091 16/17** **Review of Italian Market – 18th September 2016**
 The Clerk reported that the Italian Market was not terribly successful, with only a few stalls being available. Following discussion it was agreed to look into hosting a larger continental market (10 stalls +) maybe an amalgamation of both the French and the Italian Market to make the cost of a Road Closure Order worthwhile. The Clerks to research this further.

ACTION: Clerk to contact market providers

- WC092 16/17** **To consider and agree a way forward to re-establish plans for creation of multi-use footpath from Fairford to Lechlade**
 It was agreed to defer this item until more information is available.
- WC093 16/17** **To agree payment for CCTV upgrade to network and removal of asbestos from Palmer Hall.**
 It was **RESOLVED** to pay the invoice for the CCTV upgrade.

ACTION: Clerk to pay invoice.

- WC094 16/17** **To consider and agree a further installation of a CCTV camera in London Street (if possible)**
 It was agreed to defer this item until more information is available.

- WC095 16/17** **To consider and agree any other actions required for the Festive Market and Christmas Decorations.**
- **To consider and agree to purchase tannoy system to improve sound system at open air events – approx. £349.00** – The Clerk advised the Committee that, since preparing this Agenda, she has obtained further information relating to the suitability of this system and it may be that this would not satisfactorily fulfil our requirements. However, she has sourced a company, based in Swindon, where a sound system can be hired together with a technician for the evening at a cost of £280.

- Following debate it was **RESOLVED** to employ the sound system company. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour.
- **Information regarding solar powered Christmas Trees** - The Clerk reported that following further research into the suitability of solar powered Christmas trees. It seems that these are not suitable, as our climate does not offer sufficient sunlight in the winter months to ensure that the trees would be lit for any length of time. It was agreed not to proceed with this.

WC096 16/17

To consider 1st stage of budget setting for W & C Committee for 2017/18

The Committee reviewed all categories for this Committee and adjusted the figures accordingly. These will be put forward to the Finance Committee as the first stage of budget setting for 2017/18.

ACTION: The Clerk to forward 1st stage budget setting figures, to the Finance Committee for consideration and to circulate to members of the W & C Committee

WC097 16/17

Items the Chairman considers urgent.

Fairford in Bloom competition – the Clerk has been in touch with Lechlade Garden Centre regarding a request for support of this competition by donating the prize. She is still waiting for a reply. In the meantime, this item has been added to the Agenda for the Finance Committee, in the event that no support is forthcoming from Lechlade Garden Centre.

Groundsman – Training Course (playground inspections) – Committee members agreed that our groundsman should attend a training course, in order that he is fully trained in playground inspections.

ACTION: Clerk to contact Groundsman and ROSPA

Litter Bin – Bettertons Close – The Clerk reported that a resident in Bettertons Close has requested that a litter bin is installed close to the seat on the corner of Bettertons Close. The Committee agreed to install this. This item to formally approve at the next W & C meeting in October.

ACTION: Clerk to add this item to the Agenda of the W & C Committee meeting for formal approval.

Date of next meeting 25th October 2016

.....Chairman

.....2016