



Fairford Town Council

MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING HELD ON THE 28TH MARCH 2017

MEMBERSHIP: Cllr Boulton (Chair)
Cllr Bowen
Cllr Roberts
Cllr McKinley
Cllr Doherty
Cllr Sanford (ex-officio)
Cllr Dudley (ex-officio)

In attendance: Vanessa Lawrence & Roz Capps (Clerks), Cllr Harrison (part)

WC183 16/17 **Apologies for absence**
Apologies were received from Cllr Dudley and Cllr McKinley

WC184 16/17 **Declarations of Interest in Items on the Agenda**
None received

WC185 16/17 **To approve the Minutes of the Works & Community meeting held on 28th February 2017**
It was **RESOLVED** to approve the Minutes of the Works & Community meeting held on the 28th February 2017. Proposed Cllr Doherty, seconded Cllr Sanford – all in favour.

WC186 16/17 **Matters arising**
Hoggin Path – Cirencester Road - The Clerk reported that the path has now been completed. Clerk was asked to check with CDC Tree Inspector if he has been on site to ensure that the trees have not been affected. Cllr Boulton said that he would inspect the path to ensure that it does not need any additional rolling.

ACTION: Clerk to contact CDC tree inspector and Cllr Boulton to inspect path

Installation of Motorcycle inhibitors – Dillys Bridge & WTF – The Clerk reported that the inhibitors have been ordered.

Update on Lloyds Bank premises – The Clerk reported that details of a planning application for the building is now available on the CDC website.

WC187 16/17 **To agree to adjourn the meeting for Public Participation, if members of the public are present– there is a 5 minute time limit (if applicable) – N/A**

WC188 16/17 **To agree to reconvene the meeting following Public Participation (if applicable) N/A**

WC189 16/17 Update on information regarding bus shelter – Market Place
The Clerk reported that a meeting with a representative from Cashzone has been arranged for tomorrow 29th March at 10.30am, to look at options a possible installation of an ATM in the bus shelter. Cllr Roberts said that she would be attending.

WC190 16/17 To consider and agree whether to upgrade the CCTV camera in the market place to NPR camera and to install a CCTV camera in the Mill Lane car park and to ask Skanska to replace lights in the Car Park as part of their ongoing replacement lighting scheme.
Following discussion it was agreed that CCTV cameras in the car park should be considered at a later date, to allow time for the lighting in the car park to be repaired. It was also agreed to defer any agreement on an NPR camera for the Market Place at this time.

ACTION: Both items to be deferred to future meeting

WC191 16/17 To consider and agree whether to re-establish formal lease for the Wednesday Market
Following discussion, the Clerk to copy the last lease and to circulate to Cllrs for comment. This matter to be deferred to the next W & C meeting to allow Cllrs time to inspect the Lease and comment accordingly.

ACTION: Clerk to copy old Lease and to circulate.

WC192 16/17 To consider and agree Actions relating to improvements for the Wednesday Market (see report from Cllr Roberts)
Following debate, it was agreed that this item should be added to the list of Projects achievable for 2017/18 to be considered at a Projects workshop planned for Councillors.

ACTION: Clerk to add this item to the Agenda for the Councillors Projects Workshop

WC193 16/17 To consider and agree ordering seeds/bulbs for grass verge London Road.
Following debate, it was agreed to look at installing planters on the verge. The Clerk also suggested that the small verge at Eastbourne Terrace requires some work to improve its appearance. It was suggested that more information is required for the types of plants that could be planted for year-round coverage. Clerk was asked to obtain more information and quotes for plants and planters. It was agreed to defer this item to the next W & C meeting.

ACTION: Clerk to obtain quotes for both plants and planters and to seek more information on suitable plants.

WC194 16/17 To consider information relating to Burial Ground and agree to carry out Risk Assessment of Burial Ground.
The Clerk reported that it is not necessary for Risk Assessments to be carried out by a specialist. A template can be obtained from the Risk Assessment can be used to carry out the Assessment which is obtainable from the Institute of Cemetery and Crematorium Management. Discussion then took place regarding a new Burial Ground and it was agreed to add this to the Agenda for the Councillors Projects Workshop.

ACTION: Clerk to obtain Risk Assessment template and to contact the ICCM to ensure that this is sufficient for best practice purposes. Clerk was asked to add New Burial ground to the Agenda for the Cllrs Projects Workshop.

- WC195 16/17 To consider the Walkers are Welcome subscription for future years.**
The Clerk reported that although this matter cannot be considered yet, as it falls within the 6-month rule for decisions. She felt that this should be brought to the attention of the Committee for them to consider so that at the appropriate time a decision can be made as to whether renewal of the subscription should be included on the list of yearly automatic renewals, as in effect the group is running this for the Town & Council. It was agreed to defer this until the 6-month rule has expired, to then be re-considered by the Committee. It was also suggested that Walkers are Welcome should be invited to attend the Annual Town Meeting to present a report of any events or activities they have undertaken throughout the year.

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

- WC196 16/17 To consider 'Get ready for the great get together' – Press Release e-mailed 22/3/17.**
This event is being organised for the weekend of the 17/18th June. Cllrs agreed that this would be advertised on Facebook and in Ripples. Community groups should be contacted. It was agreed that the Council could help with basic infrastructure assistance for any event that might take place.

ACTION: Clerk to contact Community Groups and to advertise this event on Facebook and in the May edition of Ripples.

- WC197 16/17 To consider 'Bloor Homes' Welcome Pack – e-mailed 22/3/17.**
A copy of the Bloor Homes 'Welcome Pack' was circulated to Cllrs. Amendments have been made and these will be sent to Bloor Homes.

ACTION: Clerks to gather all the amendments and to forward to Bloor Homes.

- WC198 16/17 Other matters**
Cllr Boulton has made enquiries regarding the establishment of a hedge on Lovers Lane as part of the Lovers Lane footpath project carried out earlier this year. Hawthorn bushes have been sourced at a cost of £275 for 10. The cost would be allocated to footpaths budget.

ACTION: Clerk to add this item to the Agenda for next meeting for formal approval

Cllr Roberts raised three items:

-**Victory Villas verge** – whether this could be tarmacked to accommodate the cars

-**Hare** – to be moved closer to the front door of the Community Centre.

-**Speedwatch** – This group is working well. Volunteers from all the villages have been very active but we have had poor turnout from Fairford volunteers. The Clerk was asked to make contact with the Fairford Volunteers to see if they are still committed to the Speedwatch team.

ACTION: Clerk to contact Fairford Speedwatch volunteers

Chairman.....

Date.....