

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

044 17/18



Fairford Town Council

MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 22nd AUGUST 2017

- Present:** Cllr McKinley (Chair) Cllr Bowen
Cllr Roberts Cllr Sanford
- In attendance:** Vanessa Lawrence (Clerk), District Cllr Andrews, Cllr Harrison (part)
- WC043 17/18 Apologies for absence**
Apologies were received from Cllrs Boulton, Doherty and Dudley
- WC044 17/18 Declarations of Interest in Items on the Agenda**
None received
- WC045 17/18 To approve the Minutes of the Works & Community Committee meeting held on 25th July 2017**
Cllr Sanford advised that the membership list was incorrect as Cllr Winney has stepped down from the Committee. This was duly amended. It was **RESOLVED** to approve the Minutes of the Works & Community Committee meeting as a true and accurate record of the proceedings as amended. Proposed Cllr Bowen, seconded Cllr Sanford - all in favour.
- WC046 17/18 Clerk's/ Chairman's/ Groundsman's Reports**
The Clerk's report had been circulated prior to the meeting. There was nothing to report from the Groundsman. The Chair asked for the Minutes to show that the Committee expressed their thanks to Cllr Winney for his contribution whilst sitting on the Committee. He also asked committee members to be aware of the contents of e-mails, which should not reflect any personal or sensitive information.
- WC047 17/18 Review of finances**
The Clerk reported that the figures were those submitted at Full Council earlier in the month. No comments were received.

WC048 17/18 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

WC049 17/18 To agree to reconvene the meeting following Public Participation (if applicable)
N/A

Cllr Harrison arrived.

WC050 17/18 To consider and agree whether to purchase any additional defibrillators for the town in line with recommendation from District Cllr Andrews.
District Cllr Andrews was asked to clarify the details of his recommendation and discussion took place regarding the distances between the locations of the current defibrillators and the general requirement. He reported that the Bowls Club had approached him with a view to installation at the Bowls Club and other locations were also considered. The Chair said that more consideration needs to be given to any further locations and that this might be administered over the next couple of years. He reminded District Cllr Andrews that FTC has already installed two this year. Following further debate, it was **RESOLVED** to endorse a review of the area with a view to improving the coverage. Proposed Cllr McKinley, seconded Cllr Sanford – all in favour

ACTION: This item to be added to future Agenda of this Committee and to add to Finance Agenda for consideration in budget planning for 2018/19

WC051 17/18 To agree date for removal of flags
The Clerk advised that the flags are normally taken down in September and the Chair said that removal in the evening would be more suitable than taking up time over a weekend. It was agreed to remove the flags in the 2nd week of September. The Chair would advise on a day in that week.

ACTION: Cllr McKinley to e-mail date and time for removal of flags

WC052 17/18 To discuss viability of enrolling the Young Ambassador as a member of the W & C Committee in an ex-officio capacity.
Following brief discussion, it was agreed that this was a good idea and that the Young Ambassador should be asked to make representations at the Committee meetings. The Ambassador would not have voting rights, but would be able to participate in the meeting.

ACTION: Clerk to contact the Young Ambassador

WC053 17/18 To consider and agree works to lighting in the Town Car Park and installation of CCTV – quotes e-mailed 17/7/17 and 14/8/17 respectively.
The lighting in the Town Car Park was agreed at a previous meeting, however, following Cllr Hing's comments at the Full Council meeting, where he suggested that the higher specification option should be considered this was brought back to this meeting. The Chair considered that no further consideration should be given to this matter as a decision has already been reached. Quotes for the CCTV had been circulated and the Chair asked the Clerk to request a reduction if possible. If this could be obtained, together with approval from The Ernest Cook trust, it was **RESOLVED** to proceed with the installation. Proposed Cllr McKinley, seconded Cllr Bowen – all in favour.

ACTION: Clerk to contact Skanska, the ECT and VSM Ltd

WC054 17/18 To consider and agree details for Christmas Market including charges for hire of stalls and supplier.

It was **RESOLVED** to keep the charge for the Christmas stalls to £25.
Proposed Cllr McKinley, seconded Cllr Bowen – all in favour. The Clerk was asked to report at the next meeting on the total spend for the Christmas market for 2016/17, following which details for the Christmas market for this year would be agreed.

ACTION: Clerk to provide details from last years Christmas market and to add this to the Agenda for the next meeting.

WC055 17/18 To consider and agree any actions to go forward
None

IN CAMERA

WC056 17/18 To consider and agree Project brief for promoting Fairford including branding.

The Chair said that as there were not sufficient members present at this meeting, this item should be deferred to next months meeting.

ACTION: Clerk to add this item to the Agenda for the next meeting in September

There being no further business the meeting closed at 8.10pm.

..... Chairman

.....2017