

**MEMBERSHIP:**  
Cllr Boulton (ex-officio)  
Cllr Jim Frank (ex-officio)  
Cllr Bowen  
Cllr Doherty  
Cllr Winney  
Cllr Roberts  
Cllr Sanford



## Fairford Town Council

### MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 26<sup>TH</sup> JUNE 2018

- Present: Cllr Sanford Cllr Roberts Cllr Winney  
Cllr Bowen Cllr Boulton Cllr Doherty
- In attendance: Vanessa Lawrence, Roz Capps (Clerks)
- WC014 18/19 Apologies for absence**  
Apologies were received from Cllr Frank
- WC015 18/19 Declarations of Interest in Items on the Agenda**  
None received
- WC016 18/19 To approve the Minutes of the Works & Community Committee meeting held on 22<sup>nd</sup> May 2018.**  
It was **RESOLVED** to approve the Minutes of the Works & Community Committee meeting held on the 22<sup>nd</sup> May 2018 as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr Doherty – all in favour.
- WC017 18/19 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
- WC018 18/19 To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A
- WC019 18/19 Clerk's/ Chairman's Reports.**  
The Clerk's report had been circulated prior to the meeting and covered Actions carried out since the last meeting and any updates from previous meetings.
- WC020 18/19 Review of finances.**

The Clerk reported that she has amended the document to make it easier to following income and expenditure for each nominal code line.

**OTHER MATTERS**

**WC021 18/19 Update on information from Wells City Council regarding sponsorship of street furniture.**

The Clerk reported that she has been unable to locate anyone who can provide the required information.

**WC022 18/19 Update on progress with obtaining designs for the replacement Hare sculpture.**

The deadline for receipt of designs is 6<sup>th</sup> July. To date only one design has been received.

**WC023 18/19 To consider and agree production of new Town Map and Leaflet to include revision of wording contained in the leaflet and to receive report from sub-group meeting regarding colour scheme.**

The Committee were shown examples of the proposed leaflet and some amendments were made to the map. The wording has been scrutinised and approved. Following a brief meeting last week where the sub-group met with Allison Murray to look at the colour schemes, approval was reached on the final colour. The Clerk also presented the two examples for letterheads and following a vote it was agreed that the logo should be right justified. It was **RESOLVED** to agree in principal to print leaflets, as amended. Proposed Cllr Sanford, seconded Cllr Roberts – all in favour.

**WC024 18/19 To consider and agree the order of implementation of re-branding.**

Following discussion it was **RESOLVED** to implement the branding in the following order:-

- 1) Road signs
- 2) Website/facebook
- 3) Leaflet
- 4) Headed paper
- 5) Ripples

Proposed Cllr Boulton, seconded Cllr Sanford – all in favour

**WC025 18/19 To receive Annual ROSPA playground report**

The ROSPA playground report was circulated prior to the meeting. Some queries were raised as to the date on the report and the Clerk was asked to check with the Inspector. Overall the report was good.

**ACTION: Clerk to contact J. Hicks – Inspector**

**POST-MEETING NOTE: Mr. Hicks has e-mailed to apologise for some of the inaccuracies contained on the report and will be re-submitting a revised report**

**WC026 18/19 To consider and agree to ask GRCC to facilitate a meeting with Tetbury TC regarding combining efforts to establish a volunteering group.**

Following discussion, it was agreed to contact GRCC to ask them to facilitate a meeting with Tetbury TC regarding combining efforts to establish a volunteering group. Proposed Cllr Boulton, seconded Cllr Doherty – all in favour.

**ACTION: Clerk to contact GRCC**

**WC027 18/19** To consider and agree whether to seek contributions from businesses in the Market Place and London Street to help with improvements to the quality of CCTV coverage in these areas.

Following debate it was **RESOLVED** NOT to pursue this – all in favour.

**WC028 18/19** To consider and agree whether to investigate the viability of installing electric car charging points in the town and funding opportunities to facilitate this.

Following discussion, it was **RESOLVED** to investigate the viability of installing car charging points in the town and funding that might be available to support this. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour.

**WC029 18/19** To consider and agree revision of Community Emergency Plan with assistance from GRCC.

The Plan had been circulated prior to the meeting and it was agreed that this was out of date and needed to be drawn up again. Cllr Roberts reported that assistance may be available from a resident and it was **RESOLVED** to revise the Community Emergency Plan with assistance from GRCC. Proposed Cllr Boulton, seconded Cllr Roberts – all in favour.

**ACTION: Clerk to contact GRCC and to speak to Cllr Frank**

**WC030 18/19** To discuss ways of encouraging trade to the Wednesday market.

Following debate, the following actions were considered

- Ask traders to remain until 4pm in the summer months
- Contact market organiser to establish whether a Saturday market would be feasible
- To see whether a pre-order service could be provided.

**WC031 18/19** Anything the Chair considers urgent

**Road Closure** – Traction Engine Event – Saturday 11<sup>th</sup> August - Market Place – Clerk to apply for Road Closure order.

**ACTION: Clerk to add this item to the Agenda for the next W & C meeting for formal approval**

**WC032 18/19** Date of next meeting – 24<sup>th</sup> July 2018

There being no further business the meeting closed at 8.10pm

..... Chairman

.....2018`