



## Fairford Town Council

### MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 12<sup>TH</sup> JUNE 2018

**Present:** Cllr Doherty      Cllr Foxall      Cllr Bowen  
Cllr Hill              Cllr Harrison      Cllr Smith  
Cllr Sanford        Cllr Roberts      Cllr Hing (part)

**In attendance:** Vanessa Lawrence, Roz Capps (Clerks), District Cllr Coakley (part), District Cllr Andrews, County Cllr Theodoulou (part), Mr. J. Morgan

**In the absence of the Chairman, Cllr Hill proposed that Cllr Sanford should chair the meeting, seconded Cllr Foxall – all in favour.**

- 032 18/19      Apologies for absence**  
Apologies were received from Cllrs, Winney, Frank and Boulton
- 033 18/19      Declarations of Interest in Items on the Agenda**  
None received
- 034 18/19      To approve the Minutes of the Full Council meeting held on the 8<sup>th</sup> May 2018**  
It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 8<sup>th</sup> May 2018, as a true and accurate record of the proceedings. Proposed Cllr Harrison, seconded Cllr Smith – all in favour.
- 035 18/19      To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit)**  
N/A
- 036 18/19      To agree to reconvene the meeting following Public Participation, if applicable.**  
N/A
- 037 18/19      Chairman's Announcements**  
The Chairman forwarded a message to the Council to ask if there was any objection to him holding a charity cricket match in his capacity as Mayor. All Councillors were invited to attend on the 22<sup>nd</sup> July.
- 038 18/19      To receive report from District Cllrs (see weekly bulletins e-mailed)**  
Cllr Coakley's bulletins were received with no comment. Cllr Coakley also presented a further report as follows: -

- CDC have carried out a staff survey with 50% of the total number of surveys sent out being completed. The replies indicate satisfaction with the transition to Publica.
- The CDC Local Plan has been approved by the Inspector. A special meeting is to be called to formally adopt the Plan. Previous plans will be extinguished. As a result of the Plan the 62 houses proposed for Kempford has been refused.

**039 18/19 To receive report from County Cllr**

Cllr Theodoulou reported as follows: -

- Latest Ofsted report published shows considerable progress, but there is still more work to be done.
- County Council figures at year end are in balance. The £33k overspend has been absorbed by reserves.
- Proposed highways works on Leafield Road outside of the Primary school to create a build out to ease congestions and reduce speed has been shelved as Amey have reported that there are not sufficient funds to cover the costs due to the works requiring major drainage work. There also appeared to be a lack of enthusiasm from the school. Glos. Highways are looking at the possibility of installing a 20mph speed limit along this stretch of road.

Q: Cllr Roberts asked if it was definite that the works would not now go ahead as planned, in the school summer holiday and if so do the Town Council need to put forward their comments.

A: Cllr Theodoulou confirmed that this was the case and said that he felt that this would serve no purpose. However, if the Town Council wished to pursue this, then he would carry any comments forward on our behalf.

Cllr Harrison voiced his disappointment in the way that this has been managed and the dissatisfaction in the lack of deliverable infrastructure improvements for this community.

- Cllr Theodoulou advised the Council that there was a small amount of funding available for events relating to children and that any applications should be made to him.

Q: Cllr Hing asked if there was any news on plans for the Coln House School site.

A: No news at present.

**County Cllr Theodoulou and District Cllr Coakley left the meeting.**

**040 18/19 To receive reports from meetings/events attended**

- **Report from Cllr Sanford – FCC Management Meeting – May** – FCC would like to know if the Town Council have any objection to moving the current Youth Room to the Tame Room thus converting the current youth room into lettable space therefore allowing the current occupants of the Tame Room, more office space. The Council considered this and had no objection as it would mean that the charges levied to the Council for the youth room facility would be reduced and the amount raised for FCC in letting this larger area would be increased.
- **Report from Cllr Hing – Assumption of Command ceremony RAF Fairford.** Cllr Hing reported that the new base commander was Joseph Knothe who has now assumed command of the Base. This is the first time in 8 years that the Base has been under the command of the US military.
- **Festival Committee** – Cllr Hing wished to thank the Town Council for their sponsorship of the Festival which has proved to a huge success this year.

**041 18/19 To consider invitations to meetings (e-mailed)**

None received.

- 042 18/19 To consider correspondence received (for information only e-mailed)**  
The Clerk brought the e-mail from Christine Blackwell to the attention of the Council, which related to charging points for electric cars. Councillors agreed that this matter should be looked at by the W & C Committee.

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

- 043 18/19 To consider request from FCC Trustees to re-situate the Youth Room to the Tame Room and allowing the current youth room to become a lettable space, thus creating a better use of space.**  
See Cllr Sanford's report from meetings attended above. The Council considered the request and were in favour of the changes.

**ACTION: Clerk to advise FCC of the Council's comments.**

#### **FINANCE**

- 044 18/19 To receive the Minutes of the Finance meeting – 5<sup>th</sup> June 2018**

The Minutes of the Finance meeting held on the 5<sup>th</sup> June were received with no comments. Cllr Doherty, as Chair of Finance reported that historical data is being reviewed and Earmarked Reserves will be monitored regularly throughout the year.

- 045 18/19 To approve retrospectively payments to end of May 2018 (see Cllrs page of website)**

It was **RESOLVED** to approve, retrospectively, payments to the end of May 2018. Proposed Cllr Doherty, seconded Cllr Sanford – all in favour.

- 046 18/19 To receive most recent income & expenditure figures – (see Cllrs page of website)**

The income and expenditure figures had been circulated and received with no comment.

#### **PLANNING**

- 047 18/19 To receive the Minutes of the Planning committee meetings held on 15<sup>th</sup> May and 5<sup>th</sup> June 2018 (unapproved)**

The Minutes of the Planning Committee meetings were received with no comment.

- 048 18/19 Neighbourhood Plan Update**

Cllr Hill reported that AECOM have received a good exchange of views as to which sites should be assessed for the Site Assessment. The hydrology study has hit a snag as they have hit a sewer. Thames Water are currently in the process of repairing the sewer. This unfortunately means that the readings taken will be unreliable. WRA (Water Resources Assoc) will be re-drilling and will be able to use 3/4 weeks of figures. They are committed to update if required. Although some data has been lost, there is sufficient data to be able to report in July. A manhole cover on the path, that has been affected will be checked to establish who will make good the repairs.

**ACTION: Cllr Hill to check the manhole cover in Lovers Lane**

## **WORKS & COMMUNITY**

**049 18/19 To receive the Minutes of the Works & Community Committee Meeting held on 22nd May 2018**

The Minutes of the W&C Committee meeting held on the 22<sup>nd</sup> May were received with no comment.

**050 18/19 To consider and agree how best to publicise the vacancy for Town Crier, whether to open this up to anyone over the age of 18?**

Discussion took place and it was **RESOLVED** that this should be open to both men and women with a preference for someone living in Fairford to take up this position, but anyone could apply as long as they had a connection to Fairford.

**ACTION: The Clerk to advertise this in Ripples and on the website**

**051 18/19 To consider and agree how to use the surplus funds raised from the "Crowd Funding" for Maurice the Hare replacement.**

Cllrs considered this matter and it was felt that if, after painting and varnishing the Hare, surplus funds remain, this should be donated to the Fairford Town Charity, who can distribute the funds accordingly. However, it was felt that before doing this we needed to check with Go Fund Me if there were any rules that might prevent us from doing this. It was agreed to defer this matter to the next Full Council meeting for formal approval.

**ACTION: Clerk to contact Go Fund Me and to add this item to the Agenda for the next Full Council meeting**

**052 18/19 To consider and agree 1<sup>st</sup> stage of implementing the re-branding project i.e. stationery, website, Welcome leaflet etc....**

Following debate, it was agreed to publicise the entrances to Fairford in the first instance as a gradual approach to promoting the new brand. Detailed discussion to be deferred to the W&C Committee.

**ACTION: Clerk to advertise the entrances to Fairford and to add this item for further discussion to the Agenda for the next W&C meeting.**

## **PROCEDURES**

**053 18/19 To receive the Minutes of the Procedures Committee meeting held on the 29<sup>th</sup> May 2018**

Cllr Foxall reported that the Committee were reviewing the Terms of Reference for the Citizen Awards to clarify the criteria for determining suitability of a candidate in the event that there is only one candidate. The Minutes were received with no further comment.

## **OTHER MATTERS**

**054 18/19 To consider and approve the Annual Report for publication.**

Cllr Harrison pointed out some typo's. It was **RESOLVED** to approve the Annual Report for publication as amended. Proposed Cllr Hing, seconded Cllr Doherty – 8 in favour, 1 abstention

**055 18/19      Anything the Chair considers urgent – for discussion only.**

**IN CAMERA ITEM**

**056 18/19      Update on developments with K & E(Pickstock Group)**

**ADDENDUM**

**057 18/19      To formally approve the purchase of the new entrance to Fairford signs. Dark green, mid green, on white background with separate attached sign showing facilities available in the town to include both market and shopping icons (£1334.96 from earmarked reserves)**

It was **RESOLVED** to formally approve the purchase of new entrance signs. Proposed Cllr Sanford, seconded Cllr Foxall – all in favour. The Clerk reported that the branding designer has had a re-think on the colour green which she initially proposed and would like to meet with a revised colour proposal. The original sub-group (Cllr Foxall, Roberts, Sanford, Boulton) were asked to attend a brief meeting on the 19<sup>th</sup> at 6.15pm to meet with Allison Murray.

|   |
|---|
| <p><b>ACTION: Clerk to contact Allison to confirm arrangements for a meeting and to order signs as soon as the sub-group have met and agreed colour scheme.</b></p> |
|---|

There being no further business the meeting closed at 8.30pm

.....Chairman

.....2018