

**MEMBERSHIP:**

Cllr A. Doherty  
Cllr T. Hing  
Cllr R. Harrison  
Cllr J. Sanford  
Cllr C. Foxall  
Cllr S. Boulton (ex-officio)  
Cllr J. Frank (ex-officio)



**MINUTES OF THE WORKS AND COMMUNITY COMMITTEE MEETING  
HELD ON TUESDAY 27<sup>th</sup> November 2018**

**Present:** Cllr Frank  
Cllr Boulton Cllr Sanford

**In attendance:** Roz Capps (Clerk)

**WC120 18/19** Apologies for absence. Cllrs Roberts, Bowen, Morgan and Winney

**WC121 18/19** Declarations of Interest in items on the Agenda. - none

**WC122 18/19** To approve the Minutes of the Works & Community Committee meeting held on 23<sup>rd</sup> October 2018.  
The Committee was unable to approve the Minutes as there were not enough Councillors present.

**ACTION: Clerk to Add to Full Council meeting.**

**WC123 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

**WC124 18/19** To agree to reconvene the meeting following Public Participation (if applicable). N/A

**WC125 18/19** Clerk's/ Chairman's Reports.  
The report was received without comment.

**WC126 18/19** Review of finances.  
The finances were received without comment.

**WC127 18/19** To consider and agree any new projects for the Project Plan if required.  
The Committee agreed to pursue the following projects for the year 2019/2020:

- The production of walking maps for visitors using the new branding.
- The resurfacing of Snake Lane and extension of the path to meet the River Walk.
- Research into the Skate ramp expansion with a view to carrying out work in 2020/2021

Proposed Cllr Boulton, seconded Cllr Sanford, all in favour.

**ACTION: Clerk to email the Business Plan to Cllr Frank to be updated.**

**WC128 18/19 To consider and agree 2nd stage budget setting for recommendation to Finance Committee**

The Committee **resolved** to recommend the following amendments to Finance:

- The uplift should be based on RPI at end of financial year.
- 4203 - Defibrillators – allocated based on annual service contract cost.
- 4204 - FEAG to be allocated £500
- 4252 – church yard maintenance – allocation based on quotes for relaying paving around war memorial and path to it.
- 4255 (tree works church) & 4316 (tree works not church) to be amalgamated into one line. Allocation remains £4400.
- 4251 (grass cutting church), 4302 (grass cutting verges) & 4304 (grass cutting WTF) to be amalgamated into one line. Total allocation remains £12,300.
- Playground work to trim trail to be done in stages as when required.

Proposed Cllr Frank, seconded Cllr Boulton, all in favour.

**ACTION: Clerk to add recommendation to Finance Agenda for consideration.**

**ACTION: Clerk to obtain quotes for the church path.**

**ACTION: Clerk to obtain information on defibrillator service contracts.**

**WC129 18/19 Update on preparations for Festive Market.**

Preparations are well under way. We still need elves to help in the grotto.

**ACTION: Cllr Frank to source elves.**

**WC130 18/19 To consider Coln House School consultation.**

Cllrs have received the licences for information and look forward to the outcome of the consultation.

**WC131 18/19 To consider e-mail from CDC Re: Green Infrastructure (e-mailed 19/10/18).**

**ACTION: Clerk to add Coln House School Playing Field & riverside area.**

**WC132 18/19 To consider and agree response to letter from resident regarding the Court Brook.**

**ACTION: Clerk to contact Jenny Phelps (WILD) to ask if any volunteers are available to clear the Brook.**

**WC133 18/19 To consider and agree response to e-mail from Fairford Festival regarding organisation of stalls for 2019 Festival.**

The Committee agreed that the Clerks could assist the Festival with the fete. It was also agreed that the Clerk should keep a log of times spent on the project for the sake of full transparency.

Proposed Cllr Frank, seconded Cllr Sanford, all in favour.

**ACTION: Clerk to email Festival Committee.**

**WC134 18/19 To consider and agree to hold Italian Market in July 2019 (Sunday 7<sup>th</sup> July).**

The Committee agreed to hold the Italian Market.  
Proposed Cllr Boulton, seconded Cllr Sanford, all in favour.

**WC135 18/19 To consider and agree to appoint Willow Gardening Service for grass cutting Walnut Tree Field, Verges, Allotments and Churchyard for 2019.**

The Committee agreed to appoint Willow Garden Services.  
Proposed Cllr Boulton, seconded Cllr Sanford, all in favour.

**WC136 18/19 To receive and comment on review of Fairford NDP Transport evidence - e-mailed 22/11/18.**

Discussion took place. It was agreed that Councillors should submit comment directly to Cllr Harrison by Monday 3<sup>rd</sup> December.

**WC137 18/19 To consider and agree to install a shed at the rear of the Community Centre in the small courtyard to accommodate heavier items for easier access when required.**

The committee agreed to install a shed at the back of the Community Centre.  
Proposed Cllr Frank, seconded Cllr Sanford, all in favour.

**WC138 18/19 Anything the Chair considers urgent.**

Cllr Boulton commented that the shed in the Council yard may need replacing as the sand kept in it is pushing the side of the shed over.

**WC139 18/19 Date of next meeting – 22<sup>nd</sup> January 2019**

**There being no further business the meeting closed at 8.50pm**

.....Chairman

.....2018