

MEMBERSHIP:

Cllr Bowen
Cllr Jack Morgan
Cllr John Morgan
Cllr Roberts
Cllr Sanford
Cllr Nicholls (ex-officio)
Cllr Harrison (ex-officio)



**MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING
HELD ON TUESDAY 23rd June 2020 (remotely)**

Present: Cllr John Morgan Cllr Jack Morgan
Cllr Bowen Cllr Roberts
Cllr Sanford Cllr Nicholls (ex officio)
Cllr Harrison(ex officio)

In attendance: Vanessa Lawrence, Roz Morton (Clerks)

WC017 20/21 Apologies for absence.
None – all present

WC018 20/21 Declarations of Interest in items on the Agenda.
None

WC019 20/21 To approve the Minutes of the Works & Community Committee meeting held on 26th May 2020
It was **RESOLVED** to approve the Minutes of the Works & Community Committee meeting held on the 26th May 2020 as a true and accurate record of the proceedings. Proposed Cllr Sanford, seconded Cllr Bowen – all in favour.

Note: The Clerks Report had been circulated prior to the meeting and was received with no comment.

WC020 20/21 To consider and agree to Cllr Boulton joining the Committee as an extra Councillor
Discussion took place regarding the number of Cllrs on a Committee. The Clerk reported that she had sought advice from GAPTC regarding this and was informed that there is not an issue. The ex-officio status was then discussed i.e. relating to voting powers. Cllr Nicholls said that he was happy not to vote. It was pointed out that the Committee would benefit from the wealth of experience that Cllr Boulton has relating to many matters covered by this Committee. Cllr John Morgan advised the Committee that he would be stepping down due to work commitments. Cllrs agreed that Cllr Boulton should therefore replace Cllr John Morgan. This was proposed by Cllr Bowen, seconded Cllr Jack Morgan – 6 in favour, 1 abstention.

This matter will be taken to Full Council for formal approval. As a result of these discussions certain anomalies in the Standing Orders were brought the Clerks attention. These will be looked into and taken to the Procedures Committee for consideration.

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| ACTION: | Clerk to add appointment of Cllr Boulton to the W & C Committee to the Agenda for the next Full Council meeting for formal approval and to add item relating to the Standing Orders to the Agenda for the next Procedures meeting. |
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WC021 20/21 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

WC022 20/21 To agree to reconvene the meeting following Public Participation (if applicable).

N/A

WC023 20/21 Review of finances

The figures had been circulated prior to the meeting. Cllr John Morgan reported that due to Covid 19, expenditure was minimal.

WC024 20/21 To consider whether information received from FRFC and FYFC re. CHS playing fields is pertinent to the discussion with GCC and to agree any changes to the correspondence to be sent if needed.

Representatives from FRFC and FYFC attended prior to this meeting to inform the Committee of their plans and aspirations for the future of the clubs with the possible expansion of the clubhouse to improve facilities. As a result of the information received it was **RESOLVED** that Cllr Harrison, would amend the document to GCC, the points of which will be forwarded to the DfE. Proposed Cllr Bowen, seconded Cllr Nicholls, 6 in favour, 1 abstention. Cllr Morgan reminded Councillors and staff who will be facilitating appointments for members of the public that they should not offer opinion or advice on the proposals, as this could be considered to be Town Council policy (which has not yet been considered or agreed).

WC025 20/21 To consider and agree to lay suitable surface around the table tennis table in the WTF, subject to approval of the ECT and satisfactory quotes (request from the Table Tennis group).

The Clerk had been advised that at either end of the table tennis table in the WTF, there are potholes, which makes playing the game not only difficult but could also cause accidents. The table tennis group have asked if a suitable surface could be installed. The Clerk has contacted our usual contractor, who has laid all the hard surfaces in the playground to obtain a quote. The Clerk also reported that having contacted the ECT, they are happy for a surface to be laid. Following discussion, it was **RESOLVED** to lay a suitable surface, in principle, at either end of the table tennis table subject to a satisfactory quote being received. Clerk to forward quote upon receipt. Proposed Cllr Bowen, seconded Cllr Nicholls – all in favour.

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| ACTION: Clerk to forward quote to members when received. |
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- WC026 20/21 To consider and agree programme and method of grass cutting of verges and Walnut Tree Field for the future.**
Following discussion, it was agreed that that members should consider the programme for this year only at present but that this should be brought back to the Committee at the end of the season to consider how we proceed in the future. The programme for this year is as follows:-
1. Verges - cut as normal – monitor frequency to ensure no cuts if too dry
 2. St. Marys Drive and Walnut Tree Field – cut as normal to allow children to play
 3. Churchyard – cut as normal however reduce the number of cuts from 20 to 15.
- Proposed Cllr Nicholls, seconded Cllr Jack Morgan – all in favour.

It was noted that an area in the WTF has been left for wildflowers.

ACTION: Clerk to contact contractor to advise of changes

- WC027 20/21 To consider and agree Town Council attendance at the CHS Public Consultation for dates between the 29th June – 17th July**
Notices advertising the Public Consultation have been distributed to all homes in Fairford. Online viewing of the plans will be available from the 29th June until 17th July. For those that do not have online access, viewings can be arranged, by appointment, and arrangements have been made to use the Heritage room, which has direct access to the outside path. It was **RESOLVED** that assistance from Cllrs should be obtained to attend appointments if required. Proposed Cllr Nicholls, seconded Cllr Harrison – all in favour. Cllrs Nicholls, Sanford, Harrison and John Morgan (evenings only), have agreed to assist.

ACTION: Clerk to advise Cllrs if they are required to attend.

- WC028 20/21 To receive information relating to compliance with Public Sector Bodies (websites & Mobile Applications) (No.2) Accessiblity Regulations 2018 – deadline September 2020 (Cllrs page of website)**
The Clerk reported that website conformity to regulations by September 2020 have been confirmed by our website provider. They are preparing a statement which will be published on the website in due course.

ACTION: Clerk to ensure statement is completed by deadline

- WC029 20/21 To consider and agree an ‘Action Plan’ for reactivating FEAG to deal with any future emergencies, covering natural or man-made disasters.**
Following discussion, it was agreed to defer this matter to either the next meeting or the meeting in August, to allow Cllr Harrison time to look at this in more detail.

ACTION: Clerk to liaise with Cllr Harrison to establish when this item can be added to an Agenda.

- WC030 20/21 To consider and agree whether to hold a Festive market this year and if so, how best to organise the event.**
The Clerk wished to know Cllrs thoughts on whether this event should proceed. Following discussion, it was agreed that this should go ahead, as long as there was sufficient uptake from stallholders. Risk

assessments would need to be carried out to ensure social distancing, should this still be required in December. Cllrs all agreed that for the time being we should proceed as normal, with the understanding that if needs be the event will be cancelled. It was therefore **RESOLVED** for preparations to go ahead as normal and to hold a Festive Market if possible. Proposed Cllr Sanford, seconded Cllr Nicholls – 6 in favour, 1 abstention.

ACTION: Clerk to send out preliminary enquiries.

WC031 20/21 Anything the Chair considers urgent.

Cllr Morgan reiterated his earlier notice that he would be stepping down from this Committee due to work commitments but would be happy to attend wherever possible and to help with activities if required.

WC032 20/21 Date of next meeting – 28th July 2020

There being no further business the meeting closed at 8.40pm.

.....**Chairman**

.....**2020**