

## MEMBERSHIP:

Cllr Boulton  
Cllr O'Connell  
Cllr Roberts  
Cllr Sanford  
Cllr Lipscombe-Kettel  
Cllr Nicholls (ex-officio)  
Cllr Harrison (ex-officio)



## MINUTES OF THE WORKS & COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 25<sup>th</sup> MAY 2021.

**Present:** Cllr Boulton Cllr Harrison Cllr Nicholls  
Cllr Roberts Cllr Sanford Cllr Lipscombe-Kettel

**In attendance:** Vanessa Lawrence, Roz Morton (Clerks)

- WC001 21/22 To Elect a Chair**  
Cllr Boulton was duly elected as Chair of the Committee. Proposed Cllr Harrison, seconded Cllr O'Connell, all in favour.
- WC002 21/22 Apologies for absence.**  
Cllr Sanford
- WC003 21/22 Declarations of Interest in items on the Agenda.**  
None received.
- WC004 21/22 To approve the Minutes of the Works & Community Committee meeting held on 27<sup>th</sup> April 2021.**  
It was **RESOLVED** to approve the Minutes of the Works & Community Committee meeting held on the 27<sup>th</sup> April 2021 as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr O'Connell – 5 in favour, 1 abstention
- WC005 21/22 Clerks/Chairman's Report**  
The Clerk's report had been circulated prior to the meeting and covered Actions taken from previous meetings and updates on ongoing work. These included:  
**Streetlighting** - still no reply to query regarding the lack of streetlighting on the Cirencester Road. The County Councillor has been asked to look into this.  
**Council Yard** - SSEN have been advised that we wish to proceed with the installation of electricity to the yard.  
**Snake Lane and potential site for allotments** – Still waiting for response from the landowners regarding the sale/lease of land at Snake Lane.  
**Improvements to A417** – London Road near Victory Villas – Dan Tiffney (GCC) has been contacted. Awaiting a reply.  
**Litter picking** – Original date (22nd May) postponed to 29th May (Keep Britain Tidy)  
**Church path** – Order placed with contractor (Wells Masonry), as agreed by e-mail.

**Noticeboards** – Outside fire station, outside community centre and Keble Field Estate – These have been ordered.

**WCo06 21/22 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**

**WCo07 21/22 To agree to reconvene the meeting following Public Participation (if applicable). N/A**

**WCo08 21/22 Review of finances**  
Noted without comment.

**WCo09 21/22 To receive information regarding PSPO and to consider and agree whether a variation for Fairford could be sought, to include ‘dogs on leads’ (email 19/5/2021)**  
The current, County-wide, PSPO covers dog fouling only. It runs out in January 2022 and will be reissued by CDC. The Committee discussed the option to request a variation to the order to include a “dogs on leads” provision in Fairford, specifically in the River Walk area. The challenge with including the proposed variation is how to enforce it. The responsibility for issuing fines would fall to the Clerks, who are not prepared to do that. There was also support for a more of a positive push message to discourage dog owners from allowing their dogs into the river in order to protect the important wildlife (see WCo11). The committee **RESOLVED** to keep the issue under review. Proposed Cllr Roberts, seconded Cllr Lipscombe- Kettel, all in favour.

**ACTION: This item to be added to the Agenda for the W & C Meeting in January 2022 when the current PSPO will be renewed**

**WCo10 21/22 To consider and agree to replace the signs at the Park Street Entrance and Lower Croft entrance to the Walnut Tree Field with details relating to do’s and don’t for the field.**  
The current signs do not refer to the existing PSPO. It was **RESOLVED** to order new signage for every entrance to the park and investigate the possibility of fixing the signs to the motorbike inhibitors at each entrance in order to reduce the number of poles in the park and increase the visibility of the “rules”. The costing can be agreed by email. Proposed Cllr Boulton, seconded Cllr Nicholls.

**ACTION: Clerk to circulate draft wording to the committee for agreement.**  
**ACTION: Clerk to ascertain costings and circulate for agreement.**

**WCo11 21/22 To consider and agree PSPO or other signage for the River Walk.**  
It was **RESOLVED** to not seek a variation to the existing PSPO at this stage but to keep the option under review (see WCo09). The Committee agreed to invest in permanent signage to be placed at every entrance to the River Walk/ Snake lane with information encouraging dog owners to keep their dogs on a lead in the area in order to protect the important wildlife. The Committee hopes that a more positive push message that is clearly stated on the River Walk & Snake lane to encouraging dog owners to keep their dogs on leads and to pick up after them etc in order to protect the wildlife habitat along the Coln should be trialled. Proposed Cllr O’Connell, seconded Cllr Lipscombe-Kettel, all in favour.

**ACTION: Clerks to contact FWAG for suggested wording and advice.**  
**ACTION: Clerks to get costings for signage and circulate to the committee for agreement.**

**WC012 21/22 Update on works to improve entrance into the Walnut Tree Field from Park Street.**

Glos Highways have agreed to install two dropped kerbs at the Park Street Entrance to the field, and on the opposite kerb ~~and on the opposite side of the road~~ and tarmac across the verge. FTC will contribute £1950 of the cost for the installation. FTC will source a contractor to install the motorbike inhibitors and hoggin style entrance from the verge into the park. The total cost of the work is expected to be within the £3k originally budgeted for.

**ACTION: Clerks to obtain quotes for the installation of the motorbike inhibitors and hoggin style entrance and circulate for approval.**

**WC013 21/22 To consider and agree repairs to the youth shelter (£715.25)**

It was agreed to defer this item to give the Clerks time to get further information from the supplier with regards to repairs to the radio which is also broken.

**ACTION: Add to the next Agenda for further discussion.**

**WC014 21/22 To consider and agree to carry out survey of trees maintained by the Council.**

It was **RESOLVED** to commission an up-to-date tree survey. Proposed Cllr Boulton, seconded Cllr Nicholls, all in favour.

**ACTION: Clerk to contact Steve Russell Tree Services to commission the survey.**

**WC015 21/22 To consider and agree list of highways matters which require attention for submission to the County Councillor and Glos. Highways (Cllrs page of the website).**

The Clerk sent the list as per the Cllrs page of the website to Cllr Morris at his request. The list mirrors that of the Fairford Transport Plan and included the following:

- Condition of roads through Fairford - some very large potholes marked up but no action as yet.
- Victory Villas Verge and ways to make good the verge.
- Speed Limit on the A417 through Fairford.
- Lighting on the A417 Cirencester Rd.
- Metal gully covers in pavements require replacement where they are protruding, or broken.
- On the bend coming in from Lechlade just before you get to Keble Fields the verge/road surface is very bad and requires attention.
- Parking at entrance to Coronation Street from A417 - causing issues for emergency services access.
- Lack of dropped kerbs at the bottom of the High Street.
- Secure crossing from Keble Fields.

After discussion it was agreed to add:

- EV charging points and
- the reinstatement of the 08000 514514 phone line for general enquires, not just emergencies.

It was agreed that the list and the Annex from the transport plan should be merged and one definitive list (the Transport Plan) kept, which can be used as a regular check list for FTC & Glos Highways to maintain momentum on projects.

Cllr Boulton reported that HGVs are using the Victory Villas verge to rest on – which is likely to cause more damage to the services underneath and reiterated the urgency of getting this situation resolved.

**ACTION: Clerk to email additional items to Cllr Bird for his Transport Plan Annex.**

**ACTION: Clerk to send all info previously obtained on EV charging points to Cllr O'Connell and add item for discussion at the June W & C meeting.**

**ACTION: Clerks to contact Glos Highways to highlight the HGV situation on Victory Villas verge.**

**WC016 21/22 Anything the Chair considers urgent.**

Cllr Boulton urged all Councillors to join in with the litter pick on Saturday 29<sup>th</sup> May at 10.30am.

**WC017 21/22 Date of next meeting – Tuesday 22nd June 2021**

**There being no further business the meeting closed at 8.00pm**

..... Chairman.

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