

MEMBERSHIP:

Cllr O'Connell
Cllr Lafford
Cllr Roberts
Cllr Sanford
Cllr Boulton
Cllr Lipscombe- Kettel



**MINUTES OF THE WORKS & EVENTS COMMITTEE MEETING
HELD ON TUESDAY 22nd November 2022**

Present: Cllr Boulton Cllr Lafford Cllr O'Connell
Cllr Roberts Cllr Sanford Cllr Lipscombe- Kettel

In attendance: Andrew Stopka (Town Crier), Roz Morton (Clerk)

WE91 22/23 To consider and agree to accept apologies for absence.
None.

WE92 22/23 Declarations of Interest in items on the Agenda.
Cllr Roberts declared a personal interest in item WE101

**WE93 22/23 To approve the Minutes of the Works & Events
Committee meeting held on 25th October 2022**
It was **RESOLVED** to approve the Minutes of the Works & Events
Committee as a true and accurate of the proceedings. Proposed Cllr
Sanford , seconded Cllr Boulton – 4 in favour, 2 abstentions.

WE94 22/23 Clerks/Chairman's Report.
The Skate Project is now 81% funded. All grants applied for have been
received. Letters to local businesses will be sent out this week.

**WE95 22/23 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).**
Andrew Stopka requested to have a role as Town Crier in future
Remembrance Services.

ACTION: Clerk to add to the planned wash-up meeting with RBL & St Mary's Church.

**WE96 22/23 To agree to reconvene the meeting following Public
Participation (if applicable).**
Agreed.

WE97 22/23 Review of finances
Cllr Sanford asked why the CCTV line was overspent. The Clerk
explained that items purchased under the CCTV EMR are posted against
this CCTV line.

**WE98 22/23 To consider and agree budget adjustments as recommended
by Finance Committee.**

Budget adjustments relate to changes to titles only no changes to amounts requested
Events to include mention of Coronation
New burial ground has been moved into the Projects line.
The Committee RESOLVED to split the playground line and have one line to show ongoing running costs and maintenance and another to show the replacement equipment budget. Proposed Cllr O'Connell, seconded Cllr Boulton, all in favour.

- WE99 22/23 To consider and agree quote for the supply of container unit for the Council yard, as a result of new information received regarding installation requirements.**
Quotes received from two local companies to build on site unit both quotes come in at over £5k. Alternative quotes for a "flat-pack insulated unit" were received. The Committee RESOLVED to purchase a 2 x 3m insulated container, plus delivery & Installation from S Jones Containers @ £3380. The Committee would prefer the container to be green rather than cream. Proposed Cllr O'Connell, seconded Cllr Boulton, all in favour.

ACTION: Clerk to place the order.

- WE100 22/23 Update on tree works at St. Mary's Drive.**
Further trees were identified for minor work extra cost £100, the original quote was approved (£610). The additional cost has been approved and the work will go ahead.
- WE101 22/23 Update on headstone survey in the Churchyard and Burial Ground**
Norman Bown (Groundman) & Syd Flatman (volunteer) who look after the Burial Ground for the Council, have inspected the headstones which appear on the list from James Long Masons. They are of the opinion that a majority require nothing at all but some and these are only a few require just minor fixing. There are none that are dangerous. The churchyard stones have also been inspected by the Church and they also feel that the programme of works as suggested by James Long is not required.
The Committee agreed to not carry out the proposed schedule of works from James Long Masons, but to regularly inspect the headstones and ask Norman & Syd to report any defects so they can be remedied
- WE102 22/23 Update on proceedings for new burial ground**
No update available. FTC lawyers are waiting on ECT legal documentation.
- WE103 22/23 To consider and agree to terms in MoU – 4 x 4 response**
The Committee RESOLVED to agree the terms of the MoU, proposed Cllr Boulton, seconded Cllr Lipscombe-Kettel, all in favour.

ACTION: Clerk to sign the MoU and return it.

- WE104 22/23 To confirm attendance at Festive Market and help with wrapping trees.**
Help is required on Friday 2nd December from 10am – 10.00pm. Cllr Sanford is available all day, Cllrs Boulton & O'Connell are available from 1.00pm and Cllr Lipscombe is available from 5.30pm. Cllr Lafford will come as soon as he has finished work.
Town Crier, Andy Stopka, will be at the market from 6.00pm and will help Father Christmas to do the countdown for the big tree switch on.

Help is also required to move Christmas decorations around and put them up on Saturday 26th Nov. Cllrs Thornhill & Harrison have already wrapped lights, Cllrs Sanford & Lipscombe kindly offered to help with the lights on Wednesday 23rd & Thursday 24th. Cllrs Boulton, O'Connell and Sanford offered to help. Andy Stopka also offered to assist. Fairford Fire Service has also been approached for assistance.

WE105 22/23 To receive details of purchases to facilitate Christmas market (safety grounds) set up – £480.26

Purchases include: 6 extra cable covers, new plugs and 4 gang extension sockets, also enclosure boxes to replace ones that are no longer serviceable.

WE106 22/23 To consider and agree Risk Assessments for putting up Christmas decorations and for Christmas market.

It was RESOLVED to agree Risk assessments without change. Proposed Cllr Sanford, seconded Cllr Lafford, all in favour.

WE107 22/23 Update on EV charging points

Cllr O'Connell updated the Committee on progress with this scheme. Two parking bays, next to the existing disabled bays, will be painted up as EV charging bays (No TRO applied for – the hope is that common sense will prevail). GCC has accepted Fairford as their priority rural pilot, Fairford will be including the first tranche of the roll out – GCC are voting on the whole scheme in the next week or two. There will be one column which will give two charging pints. The infrastructure will be in place to increase to up to 6 bays (3 points).

WE108 22/23 Update on Youth Service Provision

The Door met with Farmor's School and the school is very keen to work with them.

A tender for a Community Youth Service has been drafted and will be circulated shortly for comment.

Lechlade Town Council has indicated their support for the project and will jointly bid for funding as well as providing funding themselves.

Various grants are being applied for including £5k from the OPCC Commissioners Fund and £20k a year for 3 years from the National Lottery Partnership grant. After their meeting, Lechlade would support a long-term initiative, i.e. 3 – 5 years Enhanced facility and are willing to support this.

Quenington Council had also been approached for funding.

WE109 22/23 Anything the Chair considers urgent.

The Committee agreed to fund the installation of bollards on Park Street on the verges under resident's windows to stop nuisance parking.

The Committee agreed to retender the toddler area equipment due to a reduced budget.

ACTION: Clerk to commission Glos Highways to install the bollards at a cost of £798.

ACTION: Clerk too add formal agreement for bollards to January Agenda.

WE90 22/23 Date of next meeting – Tuesday 24th January 2023

There being no further business the meeting closed at 8.05pm

Chairman..... 2022.....