



## MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 12<sup>th</sup> SEPTEMBER 2023

<b>Present:</b>	<b>Cllr Lipscombe- Kettel</b> <b>Cllr Shankland</b> <b>Cllr Baker</b> <b>Cllr Thornhill</b> <b>Cllr Dutton</b>	<b>Cllr Foxall</b> <b>Cllr Sanford</b> <b>Cllr Rymer</b> <b>Cllr Lafford</b>	<b>Cllr O'Connell</b> <b>Cllr Harrison</b> <b>Cllr Roberts</b> <b>Cllr Stroud</b>
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**In attendance:** Roz Morton (Clerk), District Cllrs Muir, Mansilla & Vann, County Cllr Dom Morris.

- 86    23/24    To receive and accept apologies for absence**  
None.
- 87    23/24    Declarations of Interest in Items on the Agenda**  
None
- 88    23/24    To approve the Minutes of the Town Council meeting held on the 13<sup>th</sup> June 2023**  
It was **RESOLVED** to approve the Minutes of the Town Council meeting held on the 11<sup>th</sup> July 2023. Proposed Cllr Sanford, seconded Cllr Foxall – 2 abstentions 11 in favour.
- 89    23/24    To receive Cllr Tom Dutton's Declaration of Acceptance of Office, signed on the 2<sup>nd</sup> August 2023.**  
**Cllr Dutton's Declaration of Acceptance of Office was received.**  
**Cllr Dutton was welcomed to the Council.**
- 90    23/24    Clerks'/Chairman's report –**  
**SKATE PARK** – Skate Park project now complete with very successful opening event. The solar lights are in place and will be maintained for the year, following which the W & E Committee, in the first instance, will need to decide on whether to take out an annual contract or not.  
**SCRIBE – Accounts Package** – This new system is now up and running and I've more or less got my head round how it works. Really pleased that it is a lot more user friendly and the support offered is very good. Easy to input information. More work needs to be done with the company to see if better reporting for forecasting can be provided and I've asked the company to consider what we would like to see.  
**HIGHWAYS MATTERS -**  
**Lighting Cirencester Rd**– Still chasing Highways/Streetlighting regarding the installation of lights on the Cirencester Road.  
**Road works- Cirencester Road and Horcott Road** – After much chasing it appears that traffic lights have now been installed on Horcott Rd. These will move up the road as work progresses. The lack of communication has been evident, which has meant a lot of chasing to establish who best to speak to following lots of complaints by residents.  
**Events** – We are now entering the build up to the Christmas Market. All the stalls have been booked up. It seems that our Christmas Mkt is talked about

by many and we have been approached by many traders for a space at this event. Big tree and little trees ordered.

- 91    23/24    To agree to adjourn the meeting for Public Participation – there is a 10-minute time limit) if members of the public are present. N/A**
- 92    23/24    To agree to reconvene the meeting following Public Participation, if applicable. N/A**
- 93    23/24    Chairman’s Announcements.**  
The Chair welcomed the Councillors back after the summer break from meetings. The Chair encouraged her fellow Councillors to walk the proposed multi-use path route from Fairford to Lechlade as a way to better understand the issues and familiarise themselves with the geography.  
Cllr Stroud reported on the good amount of positive feedback that the skatepark has garnered. Cllr Rymer also reported on positive feedback from nearby residents.
- 94    23/24    To consider correspondence received (for information only emailed). Noted.**
- 95    23/24    To receive report from District Councillor/County Councillors (e-mailed)**  
Cllr Dom Morris reported on the following:  
Lechlade bridge will be completed and reopened by mid-October.  
Cllr Shankland asked for Cllr Morris to chase the progression of the TRO scheme.  
Cllr Morris was asked to ensure that the road surface is made good after the utilities have finished working – he asked that local residents report back as early as possible should the finished levels not be sufficient.  
Cllr Morris was asked to chase up the CSWplus camera that has been allocated to Fairford.  
The works to carry out the safety defect repairs to the metal gullies on pavements are causing some consternation as the proposed road closure seemed excessive.  
Cllr Morris is urging Highways to find an alternative solution.  
Cllr Morris will join the Highways catch up on Oct 23<sup>rd</sup>.
- 96    23/24    To receive other reports: -**  
**Project Working Groups: -**
- **Community Building** – no update available
  - **Transport Plan** – Cllr Shankland circulated the following update:  
Fairford Town Council (FTC) had a quarterly meeting with the Highways manager in August 2023:
    1. FTC is still chasing the TRO team for their feedback with regards to the speed reduction scheme and latest proposal before it can be passed over to public consultation. FTC has asked their Highways manager to follow up on it internally, including the progress of match funding application.  
A quick discussion held around existing Vehicle Activation Signs (VAS) which are currently electrically powered with a possibility of exploring and replacing them with solar powered ones as a part of the speed reduction scheme.
    2. Tree Works consultation has been carried out regarding the work needed to implement street lighting on the section on London Road towards Cirencester (Ref 23/02519/TPO). The results have been submitted with the District council, and once it is completed, Glos Highways will be able to move onto the light installation.
    3. Glos Highways scoped out the initial proposal around the area outside of Victory Villas. Details of the proposal and some indicative costings will be shared with FTC for further consultation with the council and the residents asap. Additional surveys would also be required from the utility operators, structural survey of the wall etc This is outside of GCC remit and would need strong support by the general public and exploration of available funding.

4. Approximate costing received for the 4 cross point junction. Currently it doesn't cause any major safety concerns and it is not listed under a safety scheme. Considering some recent and on-going work on and around Horcott road, it is suggested to review it early next year with forming a phased approach for the works and funding required.
5. Consultation project plan for the electric charging points is put together, FTC will be notified about further updates and the project progress asap.
6. Permission is received from the resident near Cinder Lane under the wayleave agreement to investigate the flooding issue. Highways are following up on the work required to rectify it.  
The additional level survey is needed for the Croft corner, which is in delay due to Highways volume of work, and the alternative is to look at the contractors should the issue and urgency increase.
7. It was brought to FTC attention that the keystone has fallen into the water on the Otter Bridge near Waterloo. Highways are scheduling their structure team to visit the site and explore the options to fix it. The team has visited the site at the end of August.
8. General tidy up (pavements and hedgerow)
  - A. Pavement on Mill lane - the path needs clearing and fixing in places. Photo evidence was provided and Glos Highways will enquire internally
  - B. Hedgerow and pavement along Leaffield road - FTC has requested ECT (Ernest Cook Trust) to tidy up the hedgerow along to Leaffield road before the school goes back - this has been completed. Cllr Shankland has enquired with the Highways if further work can be completed to clear the path from the soil to bring it to the original widths.
  - C. Corner of Hatherop Lane and Hatherop road - temporary patching has been completed with further work planned in Sept-Oct 2023
  - D. Eroded pavements at the bottom of the Market square - this section will be revisited and fixed towards the end of Oct in restricted hours.
1. FTC and the Highways discussed the plans around cycle lanes and a multi-use path (MUP). Glos Highways have informed that cycle schemes will sit with Active Travel England and other organisations like Sustainable Travel etc. Cllr Shankland, Cllr Lipscombe and Cllr Thornhill had a further meeting to explore the plans and walked the route of the proposed MUP - courtesy of Cllr Thornhill and agreed to have a wider discussion with other parties involved to discuss the best approach.
- **Fairford to Lechlade Path.** Cllr Thornhill reported the following:  
There will be a public consultation starting 23rd September in space provided within the lakes bar and kitchen. This could run for a month and consist of maps showing the various sections of the MUP between Fairford and Lechlade. Some sections will be left blank where we still have to agree with landowners. There will be opportunities for people to leave comments and a list of commonly asked questions with relevant answers. This can be updated regularly. This information will also be on the various council's social media sites. In line with the bar and kitchen also acting as a visitors' centre, an interactive information board will be installed soon.  
Cllr Trotter (LTC) and Thornhill are meeting Sustrans tomorrow to exchange information.
- **Burial Ground.** We are awaiting the TP1 paperwork to sign.

**97    23/24    To receive reports from meetings attended or any other reports.**  
Cllr Harrison attended the Town & Parish Forum at CDC on Monday 10<sup>th</sup> September. FTC was commended on their Neighbourhood Plan and their 'critique' of the Scheme of Delegation. Cllr Harrison also took the opportunity to talk to David Morren (CDC Planning Officer) about a couple of current issues.

<p><b>ACTION: Clerk to request a recording of the session as the live streaming was of poor quality.</b></p>
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## **FINANCE**

- 98 23/24 To receive the Minutes of the Finance Committee meeting held on the 18<sup>th</sup> July 2023 (unapproved).**  
Received without comment.
- 99 23/24 To receive report from Chair of Finance Committee**  
Cllr Foxall reminded the Committee Chairs that they would be required to submit draft budgets for agreement prior to precept discussion which would take place in November. Any proposals for spending outside of the usual budget lines and EMRS should be sent to Cllr Foxall. Cllr Roberts asked Cllr Foxall to note the Victory Villas EMR given previous discussions with Highways.
- 100 23/24 To approve retrospectively payments for July & August 2023.**  
It was **RESOLVED** to approve the payments for July & August. Proposed Cllr Foxall, seconded Cllr Sanford, all in favour.
- 101 23/24 To consider and agree Reconciliation Report end July & August 2023**  
It was **RESOLVED** to approve the Reconciliation Report for July & August. Proposed Cllr Foxall, seconded Cllr Sanford, all in favour.
- 102 23/24 To receive Income & Expenditure figures at end August 2023.**  
Cllr Harrison remarked that a year to date report would be useful. No other comments were received.
- 103 23/24 To consider and agree to sign the purchase documents for the sale of land from the ECT to Fairford Town Council for a new burial ground.**  
The documents have not yet arrived, however, the Council **RESOLVED** to agree in principle to signing the agreement, proposed Cllr Foxall, seconded Cllr Roberts, all in favour.

**ACTION: Cllr Lipscombe-Kettel and the Clerk to sign the TP1 form when it arrives.**

## **PLANNING**

- 104 23/24 To receive the minutes of the Planning Committee meeting held on 5<sup>th</sup> September 2023 (unapproved).** Received without comment.

**ACTION: Clerk to add 18<sup>th</sup> July Planning Minutes to the next Agenda.**

- 105 23/24 To receive report from Chair of Planning**  
Cllr Harrison reported on a meeting between FTC & Andrew Moody & Alison Roberts (CDC) regarding the ongoing lake 104/103 enforcement and applications.  
Discussion have taken place with CDC officers and Councillors regarding the Faulker's close application. There is a difference of opinion as to whether the principle of development remains after the application won on appeal was not implemented and the status of the "play area". Investigations are ongoing. Issues of overlooking and proximity will be firmly addressed at the Reserved matters stage.  
An unsatisfactory response from Thames Water was received regarding a commitment to the uprating of the STW at Fairford prior to the Hatherop Road development. Further assurances are being sought. David Morren (CDC) is talking to his West Oxfordshire colleague regarding whether Grampian conditions could or should be imposed in this instance.

Cllr Muir reported that she is seeking a more formal presentation on their plans for Fairford from Thames Water.

- 106 23/24 To consider and agree in principle to pursue a formal challenge to planning decisions which are considered to have been improperly taken.**

Given the current situation with the Faulkner's Close application, the email response from David Morren (CDC) and the investigative work being done by District Councillors, there is no action to agree at this stage.

#### **WORKS & EVENTS**

- 107 23/24 To receive the Minutes of the Works & Events Committee meeting held on the 25<sup>th</sup> July 2023 (unapproved).**

Received without comment.

- 108 23/24 To receive a report from the Chair of the Works & Events Committee.**

Nothing to report that is not already covered by the Clerks report.

- 109 23/24 Update on youth provision**

The application to the Lottery is ongoing. Friends of Fairford & Lechlade Communities has been approached to help fund the in-school mentoring element of the provision. Lechlade Town Council are considering funding the in-school element. The Clerk will report back to council when further information is known.

#### **OTHER MATTERS**

- 110 23/24 To consider and agree request from FHS for help with publication of new book - History of Fairford (see e-mail – 5<sup>th</sup> September 2023).**

It was **RESOLVED** to agree to support this initiative. Proposed Cllr O'Connell, seconded Cllr Lafford, all in favour.

Cllr Sanford agreed to be the liaison as she is the FTC History Society rep. The level of financial support can be agreed by the Finance Committee in due course.

- 111 23/24 Anything the Chair considers urgent.** Nil of note.

- 112 23/24 Date of next meeting – Tuesday 10<sup>th</sup> October 2023**

There being no further business, the meeting closed at 7.45pm

.....Chairman

.....2023