

MEMBERSHIP:

Cllr O'Connell
Cllr Roberts
Cllr Sanford
Cllr Baker
Cllr Lafford
Cllr Lipscombe- Kettel
Cllr Stroud



**MINUTES OF THE WORKS & EVENTS COMMITTEE MEETING
HELD ON TUESDAY 27th June 2023**

Present: Cllr O'Connell Cllr Sanford
Cllr Lipscombe Kettel Cllr Baker

In attendance: Vanessa Lawrence, Roz Morton (Clerks)

WE13 23/24 To consider and agree to accept apologies for absence.
Apologies were received from Cllrs Roberts, Lafford and Stroud and were accepted.

WE14 23/24 Declarations of Interest in items on the Agenda.
None received.

WE15 23/24 To approve the Minutes of the Works & Events Committee meeting held on 25th April 2023 and 23rd May 2023
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meetings held on the 25th April, proposed Cllr Lipscombe Kettel, seconded Cllr O'Connell, 1 abstention, and 23rd May 2023, proposed Cllr Sanford, seconded Cllr O'Connell – all in favour.

WE16 23/24 Clerks/Chairman's Report.
None

WE17 23/24 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

WE18 23/24 To agree to reconvene the meeting following Public Participation (if applicable).
N/A

WE19 23/24 Review of finances.
The Clerk presented a report from the new accounts system and explained that this is a much more easily understood format. No comments were received.

WALNUT TREE FIELD

WE20 23/24 To consider and agree any actions following receipt of request from resident regarding lighting of skatepark (e-mailed)

The Clerk reported that planning permission for the lighting requires that lighting should be switched off by 9.30pm. This is in line with lighting at the Tennis Club. This information will be forwarded to the resident who has recently made enquiries regarding the lighting.

ACTION: Clerk to contact resident to advise.

WE21 23/24 To consider and agree to appoint, retrospectively, a contractor to landscape around the skatepark.

3 quotes were obtained for landscaping the area around the new skatepark. As this matter required immediate attention in order that the park can be opened as soon as possible, Cllrs were consulted, and a decision was made to accept the quote from Greenfields to turf the area. This to be formally approved at this meeting. It was therefore **RESOLVED** to appoint Greenfields, retrospectively, to landscape the area and to lay protective grass matting upto the value of (£2858) Proposed Cllr O'Connell, seconded Cllr Sanford – all in favour.

WE22 23/24 To consider and agree quote for solar lighting for skatepark – (see Cllrs page website)

4 quotes have been obtained for the solar lighting at the skatepark. Following discussion, it was **RESOLVED** to appoint Solar Vision Lighting Technologies to supply and install solar lights at the skatepark (£14348)

WE23 23/24 To consider and agree retrospectively duration of hire for the fencing around skate park. (£2 per panel per week (24 panels)

The Clerks reported that following the landscaping around the skatepark, it was recommended that the area is protected for a couple of week to allow the turf to root. In order to do this the heras fencing needs to remain in place. Following discussion it was **RESOLVED** to keep the fencing in place for a further 2- 3 weeks. Proposed Cllr O'Connell, seconded Cllr Lipscombe-Kettel – all in favour.

WE24 23/24 To consider and agree to mark the opening of the skatepark with an official ceremony.

Discussion took place on how best to mark the opening of the new skatepark. It was **RESOLVED** to open the skatepark on the weekend of Fairfest and that G. Ellis should be contacted to seek his comments and advice. Clerks to contact the local newspaper, various stakeholders, Decimal Skateboard shop (Cirencester) and other organisations. Proposed Cllr O'Connell, seconded Cllr Lipscombe-Kettel – all in favour.

ACTION: Clerk to contact various organisations.

WE25 23/24 To consider and agree to upgrade the CCTV camera at the skatepark to enable wider monitoring of the area (£967.40)

The Clerk reported that the current camera has limited scope facing directly forwards over what was the original half pipe ramp. Now that the skatepark extends further to the left of the current camera, anything that might occur would not be visible. Following discussion it was **RESOLVED** to purchase a new camera which would cover the whole of the area. Proposed Cllr O'Connell, seconded Cllr Lipscombe-Kettel – all in favour.

ACTION: Clerk to contact supplier and place order.

- WE26 23/24 To consider and agree to replace the rotten A-frame climber with a like for like replacement (£1392 quote from Greenfields)**
Following the recent annual ROSPA playground inspection, it was recommended that the A-frame is removed as it has rotted and will soon no longer be useable. One quote has been obtained to replace the item and further quotes have been requested. It was **RESOLVED** to replace this item of playground equipment up to the value of £1392. Proposed Cllr Lipscombe-Kettel, seconded Cllr Baker – all in favour.

ACTION: Clerk to order new A-frame

GENERAL TOWN MAINTENANCE

- WE27 23/24 To consider and agree to employ S. Boulton to plant up and maintain the planters at the Eastern end of the town.**
The Clerk explained that the process for finding a contractor prepared to undertake the maintenance of 2 planters at the eastern end of the town has proved fruitless in the past as the job has always been too small for larger contractors and local companies who have been approached are not interested. S. Boulton has agreed to carry out the required work and to maintain the planters when required. Following discussion, it was **RESOLVED** to appoint S. Boulton to plant up the planters and to maintain them when required. Proposed Cllr O'Connell, seconded Cllr Sanford – all in favour.

ACTION: Clerk to contact S. Boulton

- WE28 23/24 To consider and agree other areas of the town that could be planted up with wildflowers and trees.**
Following discussion it was agreed to defer this matter to a meeting when Cllr Stroud will be in attendance as he is more knowledgeable regarding trees. It was however suggested that Cllrs look at a map of the town and mark up areas that they think could potentially be planted up with wild flowers.

ACTION: Councillors to look at areas in the town that could be planted up with wild flowers.

- WE29 23/24 To consider and agree location for new speed camera**
As part of the roll out programme by Glos. County Council where new style speed monitoring cameras are being deployed which are semi-automatic to record speeds and vehicles, Fairford was one of the town selected, but before this can be installed the exact location needs to be agreed. Following discussion various locations were discussed, but it was **RESOLVED** that the initial free camera should be installed at either the eastern or western end of the A417. Proposed Cllr Lipscombe-Kettel, seconded Cllr O'Connell – all in favour. Further cameras which would need to be purchased could be considered at a later date if required.

ACTION: Clerk to meet with Police to discuss location.

TOURISM AND EVENTS

- WE30 23/24 To consider and agree to hold the Festive Market on Friday 8th December and not on the first Friday in December in order that Cotswold Markets can provide the stalls, and to note the increase in cost of the stalls to £35.**
The Clerk explained whilst we normally hold this event on the 1st Friday of December, this year the stall supplier is unable to provide the stalls on this date but has availability for the 8th of the month. Following discussion it was **RESOLVED** to hold the market on Friday 8th

December. Proposed Cllr Lipscombe-Kettel, seconded Cllr Sanford – all in favour.

WE31 23/24 To consider and agree to contract Fine Pines to install a Christmas Tree in the market Place and light it as last year (£4,200).

As a result of the very positive feedback received following the installation and lighting of the Christmas tree last year, it was **RESOLVED** to appoint Fine Pines as the provider for this year's tree. Proposed Cllr O'Connell, seconded Cllr Lipscombe-Kettel – all in favour.

ACTION: Clerk to contact Fine Pines to place order

WE32 23/24 To consider and agree to hold an evening market in June 2024 and to agree the logistics of doing so.

Due to changes in how the Wednesday market is run, no evening markets are possible. As a result of this the Committee discussed the possibility of holding a summer market along the lines of the Christmas market, to be held on the 21st June 2024 (midsummers night). It was **RESOLVED** to hold an evening market on the 21st June 2024 and to make the necessary arrangements. Proposed Cllr Baker, seconded Cllr Sanford – all in favour.

ACTION: Clerk to make the necessary arrangement and to start preparing for this event in January 2024

WE33 23/24 Update on progress with challenge for business rates for Wednesday Market and Car Park.

The Clerk reported that following unsuccessful completion of required online forms, which did not recognise the details available, the Clerk was able to contact another department by e-mail to seek advice on how to progress the challenge. The Clerk is awaiting a reply.

OTHER MATTERS

WE34 23/24 To consider and agree to increase the rental charge for allotments.

The Clerk reported that as a result of now paying for water rates, also the increased costs for cutting grass and maintenance of storage sheds a slight increase should be considered as this has not been reviewed for since this was passed to the Council. Notice must be given to the allotment holders. The rules relating to this need to be checked and it was agreed to defer this matter to the next meeting so that all the relevant information can be gathered and presented accordingly.

ACTION: Clerk to add this item to the Agenda for the next meeting.

WE35 23/24 To discuss getting the new burial ground consecrated and to consider and agree the way forward.

Following discussion it was **RESOLVED** not to consecrate the new burial ground at the present time but to revisit this as and when required. Proposed Cllr Lipscombe-Kettel, seconded Cllr Baker – all in favour.

WE36 23/24 To consider and agree how best to promote the work of Claire Adams (Wildlife rescue).

Following Claire Adams report to the Committee at the last W & E Committee meeting, it was agreed to add a link to her website on the Council's website to include a disclaimer that some images may be distressing.

ACTION: Clerk to add link to council's website with disclaimer.

WE37 23/24 Anything the Chair considers urgent.
The Clerk requested help with watering the newly laid turf at the Skatepark. A rota was agreed amongst the Committee and the Clerk was asked to e-mail other Councillors to request their assistance.

ACTION: Clerk to contact the rest of the Council.

WE38 23/24 Date of next meeting – Tuesday 25th July 2023

There being no further business the meeting closed at 8.30pm

.....**Chairman**

.....**2023**