

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 February 2024

Present: Cllr Sanford Cllr Roberts
Cllr Baker Cllr Lafford

In attendance: Vanessa Lawrence, Roz Morton (Clerks)

In the absence of the Chair, Cllr Baker agreed to Chair the meeting.

WE141 23/24 To consider and agree to accept apologies for absence.
Apologies were received from Cllrs Stroud, O'Connell and Lipscombe-Kettel were accepted.

WE142 23/24 Declarations of Interest in items on the Agenda.
None received.

WE143 23/24 To approve the Minutes of the Works & Events Committee meeting held on 23rd January 2024
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 23rd January, as a true and accurate record of the proceedings. Proposed Cllr Baker, seconded Cllr Sanford – and abstention, 3 in favour.

WE145 23/24 Clerks/Chairman's Report.
The Clerk's report covered the following items:
New burial ground
From the last meeting in January – The Clerk contacted Willow to confirm the details of his quote. Our assumption that he had not fully understood what was required was correct and he had not quoted correctly. He was asked to re-quote accordingly. Cllr Stroud was also contacted to establish the best way of planting to hopefully achieve the best possible outcome for the survival of the whips. This information will be relayed to contractors. Work to establish a water connection in the area will commence at the beginning of March. Two standpipes will be installed, and barrier pipe laid underground as per Thames Water requirements.

Car Park

Selected contractor has removed the hawthorn trees.

Christmas Globes - The globes have arrived and have been stored away.

Town Crier Competition

Work is progressing with arrangements for the Town Crier competition in September. The Bull Hotel have agreed to let us have the large room at the rear of the hotel free of charge. They have also supplied us with a 2 or 3 course menu - £20/£25 respectively. Invitations have gone out to town criers and we await their responses.

WE146 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

WE147 23/24 To agree to reconvene the meeting following Public Participation (if applicable). N/A

WALNUT TREE FIELD

WE148 23/24 To consider and agree to have a maintenance contract with for the solar lighting at the skate park.

After discussion it was RESOLVED to enter into a 3-yr contract which will commence on the 12month anniversary of initial installation. The total cost for 3 years is £1650. Proposed Cllr Baker, seconded Cllr Lafford, all in favour. For recommendation to Full Council.

ACTION: Clerk to ascertain whether the payment must be made up front or if it can be split (at no additional cost) across 3 years.

ACTION: Clerk to sign the contract.

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

WE149 23/24 To consider and agree design for upgrade to the toddler area, following consultation and responses from nursery schools in Fairford and to appoint contractor.

The three concepts were displayed at Flying Start Nursery & at Fairford Primary School for several weeks in order to get feedback from the young children as to their preferred design. Of the three, design no. 2 was chosen as the favourite, receiving 58 votes. The chosen contractor is therefore Greenfields, installing Kompan equipment. Proposed Cllr Lafford, seconded Cllr Sanford, all in favour.

ACTION: Clerk to contact suppliers to let them know the outcome of the tender process.

ACTION: Clerk to updated grant funder.

NEW BURIAL GROUND

WE150 23/24 Update on New Burial Ground

The burial ground transfer is imminent now that the car park lease has been finalised.

GENERAL TOWN MAINTENANCE & HIGHWAYS

WE151 23/24 To consider and agree contractor for grass cutting 2024/25 (discussed at previous meeting and agreed, but not formally approved).

It was RESOLVED to appoint Willow Garden Services to cut the grass in Fairford for 2024/25 (£11015). Proposed Cllr Lafford, seconded Cllr Sanford, all in favour. Recommendation to Full Council

ACTION: Clerk to add this to the Agenda for Full Council for approval

WE152 23/24 Update on EV charging points.

The box and poles have been installed. GCC are waiting for a date from the power company (DNO) for connecting the EVCPs to the grid, the commissioning will follow about 2 weeks after this.

WE153 23/24 To consider and agree quotes for purchase and installation of Parking studs to mark out parking bays in the car park (approved by ECT).

Further to a meeting with a contractor last week, who advised that this solution is not practical. The clerks have gone back to ECT who have now said that they allow lining, preferably 'T' marking. However, Greenfields who had already quoted for white lining have now said that due to the type of surface any lining would be difficult as the surface is uneven.

Discussion took place. The Committee had initially decided that putting lines into the car park was not a priority for the Council, however sometime later Councillors asked for it to be reconsidered due to the strain on parking provision in the town and it is hoped that by marking parking bays it will increase the number of cars able to park in the car park. The Committee asked for this item to be taken back to Full Council for further discussion and for Full Council to decide whether finding a solution to the lining is a priority for the Council.

ACTION: Clerks to add to Full Council Agenda for discussion.

EVENTS

WE154 23/24 To consider and agree contractor for Christmas Market Stalls.

It was RESOLVED to appoint CJS Events Warwickshire to supply the stall for the Christmas Market. Proposed Cllr Roberts, seconded Cllr Lafford.

ACTION: Clerks to add Festive Market stall pricing to a future Agenda for agreement.

WE155 23/24 To consider and agree Councillor lead for Town Crier Competition.

The Committee agreed to set up a working group to run this event. Cllrs Roberts & Baker agreed to be part of the working group.

ACTION: Clerks to add to Full Council Agenda to invite other Councillors to join the group.

YOUTH PROVISION

WE156 23/24 Update on community youth provision –

The Door has recruited two people to fulfil the Youth Worker role in Fairford, Lechlade & Cirencester. Madison will be covering Fairford & Lechlade and starts work on 2nd March. She will be based in the Youth Room at the Community Centre. Funding from TNL will commence on 8th April 2024. Lechlade will be invoiced for their £10k annual contribution on 8th April.

OTHER MATTERS

WE157 23/24 Anything the Chair considers urgent.

The Door has requested that CCTV is installed in the Youth Room in order to provide a safe working environment for the Youth Worker who will be working alone for much of the time. A quote has been obtained - £442. The Clerks will try to find a funding source for the camera and will report back.

ACTION: Clerk to add to Full Council Agenda for final decision on purchasing the camera.

WE158 23/24 Date of next meeting – Tuesday 26th March 2024

There being no further matters the meeting closed at 7.35pm.

.....Chairman2024