

**MEMBERSHIP:**

Cllr O'Connell  
Cllr Roberts  
Cllr Sanford  
Cllr Baker  
Cllr Nicholls



**MINUTES OF THE WORKS & EVENTS COMMITTEE MEETING  
HELD ON TUESDAY 22<sup>nd</sup> October 2024**

**Present:** Cllr O'Connell Cllr Baker Cllr Roberts  
Cllr Sanford Cllr Nicholls

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

- WE90 24/25 To consider and agree to accept apologies for absence.**  
None received – all present
- WE91 24/25 Declarations of Interest in items on the Agenda.**  
None
- WE92 24/25 To approve the Minutes of the Works & Events Committee meeting held on the 24<sup>th</sup> September 2024**  
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 24<sup>th</sup> September 2024, as a true and accurate record of the proceedings. Proposed Cllr Roberts, seconded Cllr Baker – 4 in favour, 1 abstention
- WE93 24/25 Clerks/Chairman's Report.**  
The Clerk reported on the following:  
BUS SHELTER – MILTON STREET –  
ROUNDAABOUT IN WALNUT TREE FIELD  
HEALTH & SAFETY & GROUNDWORK  
The report will be held with the Minutes.
- WE94 24/25 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
- WE95 24/25 To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A
- WE96 24/25 To consider and agree any actions following receipt of presentation from Cotswold Rivers Trust.**  
Cllr O'Connell reported that the Planning Committee are looking into this in conjunction with various sewage issues. Cllr Harrison, who is in attendance, confirmed that the multi-agency flood & sewage group were

looking at a strategy to try to get the best out of Thames Water. He asked this committee would have any objections to him contacting the Cotswold Rivers Trust. Cllr O'Connell was happy to allow this on the understanding that Cllr Harrison reports back to this Committee with any information. Cllr Sanford reported that Paul Taylor (FCV), was happy to carry out water testing on the River Coln but needed the equipment. It was agreed that further information needed to be obtained before making any decisions as to the best way forward. This is to be added to a future Agenda.

**ACTION: Clerk to add this to future agenda to allow time for more information to be gathered**

**WE97 24/25 Review of finances and to consider and agree 1<sup>st</sup> round the budget requirements for 2025/26**

Cllr O'Connell had e-mailed details of budget proposals, and the Committee reviewed this. Some adjustments were made, and this information will now be submitted to the Finance Committee.

**ACTION: Clerk to submit 1<sup>st</sup> round proposals to Finance Committee and to add this to the Agenda for the next meeting.**

**NEW BURIAL GROUND**

**WE98 24/25 To consider and agree landscaping requirements for new burial ground.**

The Clerk reported that engineers were supposed to have come to connect up the water supply on the 5<sup>th</sup> October but were unable to attend. The Clerk has been chasing this up and is awaiting confirmation of a new date. Further preparatory work cannot be completed until Thames Water have connected up the water supply. The Committee was asked to inspect the area with a view to mapping out the area for burial of ashes. The Clerk reported that there was a software package available that could be used for this and other functions, and she was asked to obtain a quote for this. The Clerk was asked to also further research this.

**ACTION: Clerk to contact software company, undertakers and landscapers**

**GENERAL TOWN MAINTENANCE & HIGHWAYS**

**WE99 24/25 Update on EV charging points.**

No further information has been received. Cllr O'Connell will be contacting County Cllr Morris.

**WE100 24/25 Update on request to Glos. Highways regarding the railings on Mill Bridge.**

The Clerk reported that Glos. Highways have asked us to hold fire as they are making enquiries with relevant departments and will come back to us in due course.

**ACTION: Clerk to add this item to the next Agenda**

**EVENTS**

**WE101 24/25 Update on Christmas Market**

The Clerk reported that the USAF have confirmed that they are able to provide personnel to help with the setting up and clearing away at the Christmas Market. It was also reported that following a meeting with a representative from RIAT, they are also able to help with events.

- WE102 24/25 To consider and agree whether to continue with the flag festival and if agreed to continue whether to employ contractors to put up and take down the flags given the lack of volunteers. And to agree (if necessary) to replace damaged flags at a cost of approx. £400.**

The Committee considered whether any changes could be made to the way this event is held, whether to change the flags to allow shops and individuals to put up their own flags, but it was agreed that there was nothing to stop them doing this anyway. It was also pointed out that the lack of volunteers was making it difficult to put up or take down the flags in a timely manner. Following discussion it was **RESOLVED** to continue with the flag festival, to replace flags that have deteriorated but to change these for flags that are angled so that they don't furl. The Clerk will be looking to put a weight to the bottom of a flag to see if that stops it furling. It was further agreed to set a date for the event, to seek help from volunteers 2 weeks ahead of the event and if no volunteers come forward the event would not go ahead. Proposed Cllr O'Connell, seconded Cllr Sanford – all in favour.

**ACTION: Clerk to obtain quote for replacement flags.**

### **OTHER MATTERS**

- WE103 24/25 To consider and agree the best way forward for the Community Emergency Plan.**

Discussion took place and various options were considered. The plan was put in place following the floods of 2007. Cllr Roberts suggested that a meeting should be arranged for the community. The Clerks pointed out that there was a WhatsApp group available. The Clerks also suggested that a 'shout out' on Facebook and in the newsletter, asking for any interested people to come forward, who would be willing to be involved in helping in the event of an emergency. Defer to future meeting.

**ACTION: Add to Agenda for future meeting.**

- WE104 24/25 To consider and agree actions on water quality testing on the Coln**

This matter was discussed at Item No. 96.

- WE105 24/25 Update on installation of CSW camera.**

The Clerk reported that she was waiting to hear back from the supplier who is trying to arrange for the installation to take place in conjunction with other installation at other locations.

- WE106 24/25 Update on tender process for Leafield Road path.**

The Clerk has been meeting with various contractors and to date we have received 3 tenders. The deadline is the 1<sup>st</sup> November. The Clerk reported that she is looking at possible further funding that might be available.

- WE107 24/25 Update on Lovers Lane path.**

The Clerk reported that recent information received has indicated that a section of Lovers Lane is now owned by Cala Homes. It was felt that this section should be left until it is known whether Cala intend to improve the path as part of their plans for developing the adjacent land. The top half of the path nearest Leafield Road will still require some work to the drains and the Clerks have been talking to the Ernest Cook Trust to see if they can help.

**WE108 24/25 Anything the Chair considers urgent.**  
Cllr Roberts reported that the Welcome to Fairford sign on Horcott Road was missing. Clerks to obtain quote for replacement.

**WE109 24/25 Date of next meeting – Tuesday 26<sup>th</sup> November 2024**

There being no further business the meeting closed at 8.30pm

.....Chairman

.....2024