

MEMBERSHIP:

Cllr O'Connell
Cllr Roberts
Cllr Sanford
Cllr Baker
Cllr Harrison - ex officio



**MINUTES OF THE WORKS & EVENTS COMMITTEE
MEETING HELD ON TUESDAY 26th November 2024**

Present: Cllr O'Connell Cllr Baker
Cllr Roberts Cllr Harrison

In attendance: Vanessa Lawrence, Roz Morton (Clerks)

WE110 24/25 To consider and agree to accept apologies for absence.
Apologies were received from Cllr Sanford, and accepted.

WE111 24/25 Declarations of Interest in items on the Agenda.
None received.

WE112 24/25 To approve the Minutes of the Works & Events Committee meeting held on the 22nd October 2024
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 22nd October 2024. Proposed Cllr O'Connell, seconded Cllr Roberts – all in favour.

WE113 24/25 Clerks/Chairman's Report.
None received

WE114 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

WE115 24/25 To agree to reconvene the meeting following Public Participation (if applicable).
N/A

NEW BURIAL GROUND

WE116 24/25 Update on new burial ground
Water installed and taps working. The area along the wall has now been turfed. Thanks need to go to our handyman, Bob, for his work in clearing and turfing the area.

WE117 24/25 To consider and agree changes to regulations for new burial ground and layout for plots.

The Clerk explained that in line with the purchase agreement, there are certain prohibitions which are in place. New regulations will need to be drawn up for the public. The size of the plots and walkways were discussed together with the location for the garden of remembrance. Quotes for a sign for the burial ground, to be called "Fairford Park Burial Ground" to be obtained. The plots would start in the top right-hand corner of the area and follow the hedge. This would start one metre in from the hedge, the plot would then be 50cm wide with a gap next to this of 25cm followed by another plot etc, etc. It was agreed that the Garden of Remembrance would be in the bottom left-hand corner by the wall. A detailed plan to be drawn up. The entrance needs to be cleared and hard standing laid for a neat bin store. Proposed Cllr Baker, seconded Cllr Roberts – all in favour.

ACTION: Clerk to draw up new regulations and circulate to Cllrs for approval and to obtain quote for sign and for clearing the entrance and laying hard standing.

GENERAL TOWN MAINTENANCE & HIGHWAYS

Nil.

EVENTS

WE118 24/25 Update on Christmas Market

We have volunteers from the USAF who will be arriving at around 1pm. Cllr Baker, O'Connell will be on hand from around 12.30pm. The stalls are slightly longer than was expected and we will have to wait and see how this will work on the day. There are 45 stalls and 5 food spaces.

Cllr O'Connell requested that item 122 is brought forward to tie in with the above update.

WE122 24/25 To consider and agree to purchase reflective safety equipment for cyclists to be given away to local residents to encourage safe cycling practices.

This was suggested by Cllr Shankland. Cllrs agreed that this was a good idea and that this could be incorporated into the Christmas market with reflective snap bands being handed out to older children. It had been noted that many older children were riding around the town in the dark with no reflective garments or lights and this might be helpful in keeping them safe. These are inexpensive and it was **RESOLVED** to purchase up to £150 worth of bands. Proposed Cllr O'Connell, seconded Cllr Roberts – all in favour.

ACTION: Clerk to obtain quotes and place order.

WE119 24/25 To consider and agree purchase of 5 replacement commonwealth flags following receipt of recent information

The Clerk has brought this back to the table, following receipt of information which might change the Cllrs opinion on obtaining angled flags. Suppliers have advised that angled flags, would affect the image on the flag and would not prevent furling. Weights could compromise the longevity of the fabric and would result in the costs being prohibitive. Following discussion it was **RESOLVED** not to purchase angled flags, but to purchase 5 standard flags. Best price to be obtained and order to be placed.

ACTION: Clerk to obtain best quote and to place order

OTHER MATTERS

- WE120 24/25 Update on installation of CSW camera**
Camera has been moved and is now up and running. Tamper alarm activated. Data retrieval to be started in December.
- WE121 24/25 Update on progress with Leaffield Road path**
The tender process was completed and a contractor selected. Greenfields to start work on the 6th January. Funds allocated from CIL money together with grant from CDC through the Prosperity Fund.
- WE122 24/25 To consider and agree to purchase reflective safety equipment for cyclists to be given away to local residents to encourage safe cycling practices.**
See above.
- WE123 24/25 Anything the Chair considers urgent.**
Nil of note.
- WE124 24/25 Date of next meeting – Tuesday 28th January 2025**

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

Chairman.....

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