



**MINUTES OF THE ANNUAL TOWN COUNCIL MEETING
HELD ON TUESDAY 14TH MAY 2024.**

Present: Cllr Foxall Cllr Sanford Cllr Roberts
 Cllr Baker Cllr Stroud Cllr Harrison
 Cllr Thornhill Cllr Shankland Cllr O'Connell
 Cllr Rymer Cllr Dutton

In attendance: Vanessa Lawrence, Roz Morton (Clerks), County Councillor
 Morris (part), District Cllr Wilkinson

- 1 24/25 To elect the Chairperson/Mayor**
Cllr Stroud (outgoing Deputy Mayor), asked for nominations for the role of Chairman/Mayor. Cllr Foxall proposed that Cllr Stroud should be elected as Chairman/Mayor, seconded Cllr O'Connell– all in favour.
- 2 24/25 To elect the Deputy chairperson/Deputy Mayor**
The Chairman asked for nominations for the role of Deputy Chair, Cllr Harrison proposed Cllr Foxall, seconded Cllr Stroud – all in favour.
- 3 24/25 To receive the Declaration of Acceptance of Office for Chairman & Vice Chairman**
The Declarations of office was duly received.
- 4 24/25 To receive James Nicholls Declaration of Acceptance of Office to the role of Councillor.**
The Declaration of office were duly received.
- 5 24/25 Apologies for absence**
District Councillors Vann & Mansilla
- 6 24/25 Declarations of Interest in Items on the Agenda**
None
- 7 24/25 To remind Councillors to update any details relating to changes on the Register of Interests and to send these to CDC.**
Councillors were duly reminded.
- 8 24/25 To approve the Minutes of the Full council meeting held on the 9th April 2023**
It was **RESOLVED** to approve the Minutes of the Town Council meeting held on the 9th April 2024 as a true and accurate record of the proceedings. Proposed Cllr Stroud, seconded Cllr Sanford – 10 in favour, 2 abstentions.
- 9 24/25 Clerks'/Chairman's report**
The Clerks' report covered the following topics:
 - **Work to the Toddler Area** - starting next week.
 - **Internal Audit** - This has now been completed.
 - **Lighting Cirencester Road** - Still awaiting details of whether this can take place having received notification that following various investigations, there a possibility that this may not be possible. Cllr Shankland has a meeting arranged with representative from Glos. Highways and C. Cllr Dom Morris on the 20th May.

- 10 24/25 To consider and agree timetable for meetings for the coming year.**
It was agreed to leave the timetable unchanged, but to make a decision on the timing of Planning & Finance as required depending on the length of each Agenda.
- 11 24/25 To consider and agree variation to the number of members for each Committee.**
The Clerks advised that it was in the gift of the Council to decide the number of members on each committee – there is no limit, but the committee must be quorate to meet.
It was agreed to take this matter to Procedures for further discussion and a decision.

ACTION: Clerks to add to Procedures Agenda.

- 12 24/25 To consider and agree membership to Committees and sub-committees.**
Pending any changes to committee structure, the Committees remain as last year, with the addition of Cllr Nicholls on Works & Events.
- 13 24/25 To consider and agree Town Council representatives for the following organisations:**
- i Palmer Hall Committee (1) - Cllr Roberts
 - ii Farmor's Endowed Trust (2) – Cllrs Roberts & Rymer
 - iii Fairford Community Centre Trustees (3) - Cllrs Foxall & Thornhill and Andrew Doherty
 - iv Fairford Community Centre Management Committee (2) - Cllrs Foxall & Thornhill
 - v Cotswold Water Park (1) - Cllr Stroud
 - vi Fairford Air Base links (3) - Cllrs Stroud, Roberts & Baker
 - vii Gloucestershire Market Town Forum (1) – Cllr Harrison
 - viii Police link (1) - Cllr Foxall
 - ix Fairford History Society (1) - Cllr Harrison
 - x FEAG (3) - Cllr Stroud
 - xi Fairford & Lechlade Business Club – open to all
 - xii Patients Participation Group (1) – Cllr Sanford
 - xiii Youth Steering Group (2) – Cllr Nicholls & O'Connell
 - xvii. The Ernest Cook Trust – (3) - Cllrs Foxall, Thornhill & Roberts

No decision was made as to membership of FEAG

ACTION: Clerk to Add FEAG to W & E Agenda.

- 14 24/25 To re-affirm eligibility for the Town Councils (General Power of Competence) (Prescribed Conditions) Order 2012.**
It was **RESOLVED** to re-affirm that FTC are eligible to hold the General Power of Competence. Proposed Cllr Thornhill, seconded Cllr Harrison – all in favour.
- 15 24/25 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**
- 16 24/25 To agree to reconvene the meeting following Public Participation, if applicable. N/A**
- 17 24/25 Chairman's Announcements**
Cllr Stroud thanked the Council for electing him Chair and welcomed Cllr Nicholls to the Council.
- 18 24/25 To consider correspondence received (for information only emailed)**
- 19 24/25 To receive reports from meetings attended.**
Cllr Dutton reported on a meeting he had with Ash Smith of WASP. Guidance on campaigning for better water quality on the Coln was discussed including putting

pressure on TW. Tom is gathering data from local vet practices regarding dogs becoming ill because of contact with river water in Fairford. Ash is keen to work with Fairford. Cllr Harrison asked if it was worth doing water testing when the outlet was discharging to prove contamination. Cllr O'Connell agreed that it was important to collect data to push for a solution from TW.

ACTION: Cllr Dutton to obtain prices for water testing
ACTION: Clerks to add to W & E Agenda for further discussion.

Cllr Thornhill reported on the regular meeting with LBY and surrounding parishes.

He recommended that the Council accept the proposed definitive route for the PROW around the sailing lake at Coln County Park. The Council agreed in principle – this item will be formally agreed at Planning on 21st May.

LBY are holding a public consultation on a new events venue proposed for next to the existing LBK – comments are invited.

No more information was made available on the access arrangements for the leisure facility.

20 24/25 To receive report from District Councillor/County Councillors (e-mailed).

The reports were circulated and will be filed with these minutes.

21 24/25 To receive reports from Project Groups:

- **Burial Ground** - Cllr Foxall reported that the transfer of land is imminent pending the renewal of the car park lease.
- **Transport Plan/TRO/Wheelwise** – Cllr Shankland gave a presentation on wheelwise (which will be filed with these minutes). She has a meeting with Highways on 20th May. Cllr Shankland also asked for approval to apply for funding towards the resurfacing of the path along Leafield Road – the Council agreed an application could be made.
- **CHS Playing Field** – The lease is nearly finalised and will be circulated in due course for final approval.
- **Community Building** – Cllr Foxall has a meeting planned with the Rugby Club & Youth Football club.
- **Multi-use Path** – work has begun on the Lechlade end of the path. Additional grant funding has been received and will pay for design work to spec the next section of the path. Cllr Thornhill is pushing for work to continue at the Fairford end of the path.

FINANCE

22 24/25 To receive Minutes from the Finance committee meeting held on the 7th May 2024(unapproved).

Received without comment.

23 24/25 To receive report from Chair of Finance

Cllr Foxall thanked the Clerk, Vanessa Lawrence for another successfully completed audit. He reported that the Council is in a good place financially but that there wasn't a lot of spare project funding available. He also thanked the Finance Committee for their work over the last year.

24 24/25 To approve retrospectively payments to end of April 2024

It was **RESOLVED** to approve the payments as presented for April 2024. Proposed Cllr Foxall, seconded Cllr Sanford, all in favour.

25 24/25 To receive Income & Expenditure Figures at year end (2023/24)

Received without comment.

26 24/25 To consider and agree Reconciliation Report at year end (2023/24)

It was **RESOLVED** to agree the Reconciliation Report as presented at year end. Proposed Cllr Sanford, seconded Cllr Foxall, all in favour.

27 24/25 To consider and agree Qtrly Figures for payments over £500 and over (4th Qtr 2023/24).

It was **RESOLVED** to agree the Quarterly Figures for payments over £500 as presented, proposed Cllr Foxall, seconded Cllr Stroud, all in favour.

28 24/25 To consider and agree date of 3RD June for publication of notice of public rights and publication of unaudited annual governance & accountability return 2023-24.

It was **RESOLVED** to agree date of 3rd June for publication of notice of public rights etc, proposed Cllr Foxall, seconded Cllr Stroud, all in favour.

PLANNING

29 24/25 To receive the minutes of the Planning committee meeting held on 16th April and 7th May 2024 (unapproved)

Received without comment.

30 24/25 To receive report from Chair of Planning

Cllr Harrison circulated a report and draft press release.

The Council agreed in principle that a public comment on the Faulker's Close application would be acceptable, however the exact nature of the comment and the timing of the press release are still to be decided.

ACTION: Clerk to add to Planning Agenda.

WORKS & EVENTS

31 24/25 To receive a report from the Chair of Works & Committee

Cllr O'Connell reported that work was about to start on the toddler area. He was in discussions with GCC reading the final commissioning of the EV charging pints which is being held up by SSE. He thanked those who came out to help with the flags.

Cllr Thornhill asked what plans the Committee had for the newly cleared area by the bus shelter at Milton Street.

ACTION: Clerk to add to W & E Agenda for further discussion.

32 24/25 To consider and agree to sign the Walnut Tree Field lease agreement.

It was **RESOLVED** to agree to sign the lease for Walnut Tree Field. Proposed Cllr Foxall, seconded Cllr Stroud, all in favour.

OTHER MATTERS

33 24/25 Anything the Chair considers urgent

Cllr Stroud welcomed Cllr Foxall as Vice Chair.

ACTION: Clerks to arrange for the mayoral board to be updated with Mrs V Lipscombe-Kettel.

34 24/25 Date of next meeting –11th June 2024

There being no further business, the meeting closed at 8.30pm.

.....Chairman

.....2024