



**MINUTES OF THE FULL COUNCIL MEETING
HELD ON TUESDAY 11TH JUNE 2024**

Present: **Cllr Foxall** **Cllr Roberts** **Cllr Sanford**
 Cllr O’Connell **Cllr Shankland** **Cllr Rymer**
 Cllr Baker **Cllr Harrison** **Cllr Nicholls**
 Cllr Dutton

In attendance: **Vanessa Lawrence (Clerk)**

- 35 24/25 Apologies for absence**
Apologies were received from Cllrs Stroud and Thornhill and District Cllrs Vann & Wilkinson and County Cllr Morris.
- 36 24/25 Declarations of Interest in Items on the Agenda**
None received
- 37 24/25 To approve the Minutes of the Annual Town Council meeting held on 14th May 2024**
It was **RESOLVED** to approve the Minutes of the Annual Town Council meeting held on the 14th May 2024 as a true and accurate record of the proceedings.
Proposed Cllr Shankland, seconded Cllr Rymer – all in favour.
- 38 24/25 Clerks’/Chairman’s report**
The Clerk’s report had been circulated prior to the meeting and will be held with the Minutes. The report covered:-
- Progress report on toddler area refurbishment
- Thanks to helpers for Sunday Festival events
- Update on Town Crier competition
- Details of youth engagement event in July
- Update on progress collating procedural documents to be reviewed
- 39 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
- 40 24/25 To agree to reconvene the meeting following Public Participation, if applicable.**
N/A

41 24/25 Chairman's Announcements

The Chair reported that the notice of election for the Councillor vacancy has been issued and the election may take place on the 11th July. It was hoped that we could combine this with the General Election, but unfortunately, this was missed by CDC. If only one person stands, an election won't take place, but if more than one person stands an election will take place.

42 24/25 To consider and agree how best to take FEAG forward.

Cllr Roberts had requested that this matter be considered further and she explained the background of how this group was originally formed. Cllr Sanford reminded the Council that in recent years County Cllr Morris was involved and had set up a Whats App group. Cllr Harrison stated that he he felt this group should provide a means of liaising with CDC in an emergency. Cllr Foxall asked if anyone on the council would be willing to take the lead on this matter. Cllr Dutton stated that key people need to be involved in this. The Clerk suggested that the last version of the Emergency Plan is circulated which would assist the newest members of the council in further understanding how this worked in the past and how best to update this and move this forward.

ACTION: Clerk to circulate the latest version of the Emergency Plan to all Councillors. This matter to be brought back to Council in due course.

43 24/25 To consider correspondence received (for information only emailed)

Correspondence received is circulated throughout the month by e-mail. Cllr Harrison requested that the Clerk re-introduces the index of correspondence received throughout the month for presentation at Council meetings.

ACTION: Clerk to re-introduce an index of correspondence received to be circulated to Council prior to Council meetings.

44 24/25 To receive reports from meetings attended.

RIAT meeting – Cllr Roberts and Baker attended a meeting at RIAT. The report is as follows:

- New Community relations Officer – Amanda Hinchliffe
- Fairford is the new HQ for USAF covering Mildenhall, Alconbury, Lakenheath, Croughton
- Committing to electric and hydrogen aircraft
- RIAT 2024 celebrates 50 years of the F-16 and there will be 16 to look at
- Royal Canada Air force – 100 years and an Exhibition of Canadian Culture
- There is a dedicated 'flying display box'. The only exception is the Red Arrows who fly in over the area outside the box.
- Over 250 aircraft are expected.
- Friday has a four-hour flying display, and half the showground will be open.
- Saturday and Sunday has flying from 10.00am – 5.30 pm
- Half price tickets for Friday and Sunday till the end of June for residents
- There will be a temporary bridge in Hannington on Friday, Saturday and Sunday but only for RIAT users i.e.guests, air crew, purple route. This will be removed after RIAT.
- There are new 30mph resrtions at the garage cross-roads – for 200m east-west and 100m north-south.
- Existing 30mph extended for 600m Whelford-Kempsford

45 24/25 To receive report from District Councillor/County Councillors (e-mailed)

District Cllr and County Cllr reports circulated prior to the meeting. These will be held with the Minutes.

District Cllr Vann reported as follows:

- CDC matter reference 20/00372/COU
- Update promised from Planning and Enforcement Team following request made to Adrian Harding. (Adrian is recently appointed CDC Head of Planning Services).
- In addition, approach is being made to Public Health in regards to health considerations.
- Rates paid by FTC (car park) - Approach made to Mandy Fathers who heads up CDC's Revenue and Benefits Team (and Julie Beaumont responsible at CDC for business rates relief) concerning rates levied on FTC with meeting promised to review position
- Major Change week commencing 24 June - Refuse and Recycling Collection in Cotswold District area. CDC is writing to all householders Cotswold District affected by collection day changes taking effect in week commencing Monday 24 June. For instance refuse and recycling collection on Welsh Way in post code GL7 4JB changes from Friday to Thursday so doubtless many others in Fairford will be affected. The changes have been made by Ubico at CDC's request to secure two benefits:
 - Financial saving without reducing Ubico service levels amounting to £375K in first year and £500K in second year
 - Better and more effective utilisation of UBICO's expensive vehicle fleet
- The CDC website in the section Bins and recycling has a new section: "Waste collection day changes 2024" with helpful information

County Cllr Morris reported as follows:

- **More work needed to embed improvements in fire and rescue service as HMICFRS report published**
His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) has today (Friday 3 May 2024) published its report on Gloucestershire Fire and Rescue Service (GFRS) following an inspection in November/ December 2023.
- **Measures being introduced to improve road safety**
Further measures to cut congestion, speed up local bus services, encourage more walking and cycling and improve road safety are set to be introduced by Gloucestershire County Council.
- **Gloucestershire County Council appointed to lead Gloucestershire, Swindon and Wiltshire Music Hub**
Gloucestershire County Council (GCC) has been appointed by Arts Council England to lead the Gloucestershire, Swindon and Wiltshire Music Hub from September 2024, as part of an ambitious national programme to provide high-quality music education for all children and young people.
- **Approval sought to continue development of M5 Junction 9 and A46 (Ashchurch) Transport Scheme and Mass Rapid Transit Transport Scheme**
County Councillors are being asked to approve the continued development of the M5 Junction 9 and A46 (Ashchurch) Transport Scheme and the Mass Rapid Transit Transport Scheme, in a report going to Cabinet on 15 May 2024.
- **Gloucestershire Libraries to launch more choirs to help combat loneliness**
Gloucestershire Libraries are expanding their library choirs, which aim to combat loneliness and isolation among the over-60s.
- **Project to feature rare manuscript of 18th century song**
Gloucestershire Archives has been awarded funding by Arts Council England (ACE) for a project exploring the impact of slavery using a rare, internationally significant manuscript of an 18th century song.

- **The Robin - bookable bus service launches in three new areas**
Gloucestershire County Council is thrilled to launch the expansion of its innovative on-demand bookable bus service, The Robin.
- **Gloucestershire Economic Growth Board recruitment**
Following the transfer of roles and responsibilities of GFirst LEP to Gloucestershire County Council, the county council is now starting the process of recruiting board members to join the new Gloucestershire Economic Growth Board.

46 24/25 To receive reports from Project Groups:

- **Burial Ground** – Legal documents are due to be signed shortly.
- **Transport Plan** – Update on Transport Plan circulated prior to meeting and is as follows:-
- TRO team is currently reviewing community feedback from the public consultation and taking the necessary steps to address it. Some objections were received regarding the proposed speed limit changes from 30mph to 20mph, and further details have been requested by Fairford Town Council. This formal part of the process can be time-consuming and last for several months. A follow up meeting with the Highways is scheduled on the 10th of July 2024 to discuss the TRO progress and other matters.
- An initial visit to address the drainage issue near The Railway Inn pub revealed underlying problems at this location. Warning signs and barriers have been installed temporarily, and further work has been requested to investigate and rectify the issue.
- The recurring pothole problems at The Lower Croft have been reported to the relevant teams. While a long-term solution is still being discussed, some temporary repairs may be carried out.
- As a part of WheelWise Project, Fairford Town Council has submitted a funding application for the woodland path improvements along Leaffield Road. Further updates will follow.
- The road surface at the corner of London Road and Horcott Road has been damaged and sectioned off with the warning barriers. This issue has been reported to the Highways for further action.
- The foliage near the Keble Fields crossing has been trimmed to improve visibility and overall safety for all road users.
- **CHS Playing Field** – Lease agreement is due to be signed shortly
- **Community Building** – Nothing to report at present
- **Multi-use Path** – No report available in the absence of Cllr Thornhill

Cllr Sanford asked if the railings at Mill Bridge could be painted. Some discussion took place regarding ownership and the Clerk advised that this was the responsibility of Glos Highways.

ACTION: Clerk to contact Glos. Highways

Cllr Roberts asked when the trees at St. Mary's Drive could be attended to. The Clerk reported that an arborist had been contacted and a reply was awaited.

ACTION: Clerk to chase arborist

Cllr Roberts also asked if the issue of 20mph in Fairford could be reviewed as she felt that this was too slow.

ACTION: Clerk to brought to the attention of the W & E Committee and for the attention of Cllr Shankland, who is leading on the Transport Plan

FINANCE

47 24/25 To receive report from Chair of Finance

Cllr Foxall reported that the Audit had been completed and is now due to be sent to the External Auditor. Thanks to the Clerk for her work with the new accounts

system and her work in completing the Annual Return. The internal auditor who he met with, had no major items of note to report.

- 48 24/25 To approve retrospectively payments to end of May 2024 (£33297.53)**
It was **RESOLVED** to approve, retrospectively, payment to the end of May 2024 (33297.53). Proposed Cllr O’Connell, seconded Cllr Shankland – all in favour.
- 49 24/25 To receive Income & Expenditure figures against budget May 2024**
The income & expenditure figures were received with no comment.
- 50 24/25 To consider and agree Reconciliation Report May 2024**
It was **RESOLVED** to agree Reconciliation report for May 2024. Proposed Cllr Rymer, seconded Cllr Baker – all in favour.
- 51 24/25 To receive Internal Auditors report for year ending 31st March 2024.**
The Internal Auditors report was received with no comment.
- 52 24/25 To approve the Annual Governance Statement 2023/24**
It was **RESOLVED** to approve the Annual Governance Statement 2023/24. Proposed Cllr O’Connell, seconded Cllr Rymer – all in favour.
- 53 24/25 To approve the Accounting Statement 2023/24**
It was **RESOLVED** to approve the Accounting Statement 2023/24. Proposed Cllr Shankland, seconded Cllr Sanford – all in favour.
- 54 24/25 To consider and agree Insurance renewal (£1663.72)-**
It was **RESOLVED** to agree Insurance renewal (£1663.72) for 2024/25. Proposed Cllr Sanford, seconded Cllr O’Connell – all in favour.

PLANNING

- 55 24/25 To receive the minutes of the Planning committee meeting held on 21st May and 4th June (unapproved)**
The Minutes of the Planning Committee meetings held on the 21st May and 4th June were received with no comment.
- 56 24/25 To receive report from Chair of Planning**
Cllr Harrison, report had been circulated prior to the meeting and will be held with the Minutes, and is as follows:
- Faulkner’s Close Play Area – Following the non-call-in by the SofS application 24/00325/FUL has been withdrawn. We understand that an application for reserved matters on 23/00435/OUT has been submitted but not yet validated. The same issues will still need to be addressed.
 - Thames Water – Next Joint Working Group meeting on Monday 17th June. We hope to find out more about how TW assess the impact of new connections on the existing sewage systems. This has a bearing on new developments.
 - Response still awaited from Adrian Harding on email sent to James Brain on 1st March.
 - Includes issue re access to planning histories. CDC should not be restricting access to documents that have essentially been in the public domain for years or imposing unworkable timescales or unreasonable costs on provision of electronic copies.
 - Planning and S106 enforcement issues – We have been discussing with Lechlade TC and Kempsford PC about how to pursue this.
 - ‘Lakes Bar & Kitchen’ and proposed Events building adjacent to the sailing lake – Issues with lack of visitor centre provision including information about the local

area at present; also impact of noise etc on the Country Park environment and residents at Lakes by Yoo.

- Coln Signature Homes appear to be marketing units at Milestone/Lake 103 etc other than as holiday homes.
- Meeting with Lakes by Yoo on Tuesday 11th June – Will provide feedback

WORKS & EVENTS

57 24/25 To receive a report from the Chair of Works & Committee
Cllr O’Connell thanked all those that helped on Sunday at Fairford Festival. Toddler area nearing completion.

58 24/25 To consider and agree to sign the Walnut Tree Field lease agreement.
The Clerk explained that the final lease document had not yet been received but this was expected shortly. A draft had been circulated for Cllrs to peruse. It was **RESOLVED** to sign the final document when received. Proposed Cllr O’Connell, seconded Cllr Nicholls – all in favour

ACTION: Final document to signed on receipt.

59 24/25 To consider and agree to sign the CHS Playing Field lease.
The Clerk explained that the lease document was expected shortly. Draft copy has been circulated. It was **RESOLVED** to sign the document on receipt. Proposed Cllr O’Connell, seconded Cllr Shankland – all in favour

ACTION: Final document to be signed on receipt

60 24/25 To consider and agree to sign the grant agreement form with Enovert in order to receive grant for toddler area refurbishment.
It was explained that this document is required before the grant from Enovert can be released. It was **RESOLVED** to sign the form. Proposed Cllr O’Connell, seconded Cllr Shankland – all in favour.

ACTION: Document to be signed and returned to Enovert.

OTHER MATTERS

61 24/25 Anything the Chair considers urgent
The Clerk reported that she had received only in the last day or so, information from Streetlighting advising that the project to install streetlights along the Cirencester Road appears to be going ahead. Exact details to follow.

ACTION: Clerk to circulate details of the e-mail received.

62 24/25 Date of next meeting –9th July 2024

There being no further business, the meeting closed at 7.50pm.

.....Chairman

.....2024