

MEMBERSHIP:

Cllr O'Connell
Cllr Roberts
Cllr Sanford
Cllr Braiden
Cllr Akala
Cllr Harrison -ex officio
Cllr Baker – ex-officio



**MINUTES OF THE
WORKS & EVENTS COMMITTEE MEETING
HELD ON TUESDAY 27th May 2025**

Present: Cllr Baker Cllr Harrison Cllr Braiden
Cllr Akala Cllr Sanford Cllr Roberts

In attendance: Vanessa Lawrence, Roz Morton (Clerks), Cllr Thornhill,
Cllr Tyrer, Mr Herson, Mrs Mainwaring

WE01 25/26 To elect a Chairman
Cllrs voted to elect Cllr O'Connell as Chair for the W & E Committee. Proposed Cllr Baker, seconded Cllr Sanford – all in favour. As Cllr O'Connell was not present, this could not be confirmed but the Clerk would contact Cllr O'Connell to establish his willingness to continue as Chairman. This to be confirmed at the next meeting.

ACTION: Clerk to contact Cllr O'Connell

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

WE02 25/26 To consider and agree to accept apologies for absence.
Apologies were received from Cllr O'Connell and were accepted.- All in favour

WE03 25/26 Declarations of Interest in items on the Agenda.
None received

WE04 25/26 To approve the Minutes of the Works & Events Committee meeting held on the 22nd April 2025
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 22nd April 2025 as a true and accurate record of the proceedings. Proposed Cllr Sanford, seconded Cllr Baker – 5 in favour, 1 abstention

WE05 25/26 Clerks/Chairman's Report.
None

It was agreed to bring forward Item WE10

WE10 25/26 To consider and agree designs for Bus Shelter on Milton Street.

The designs were presented to Cllrs and a design was selected with suggested amendments. The Clerk was instructed to contact the tutor to discuss the proposed amendments

WE06 25/26 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

WE07 25/26 To agree to reconvene the meeting following Public Participation (if applicable).

N/A

FINANCE

WE08 25/26 To receive W & E expenditure against budget to the end of April 2025.

The W & E expenditure against budget was received with no comment.

GENERAL TOWN MAINTENANCE & HIGHWAYS

WE09 25/26 To receive update on barriers for Leafield Road path

Barriers have been ordered and the contractor will be able to install in July.

WE10 25/26 To consider and agree designs for Bus Shelter on Milton Street.

See above.

WE11 25/26 To consider and agree when to put up flags

Discussion took place and it was suggested that the flags might be put up this coming weekend. Proposed Cllr Roberts, seconded Cllr Braiden – all in favour. However the Clerks reported that we had no one available who was able to climb a ladder and that at least 3 people would be required with ladders and helpers at the bottom of the ladders. The Clerks were tasked with contacting various organisations to try to obtain help. If this could not be done, another day would be selected. Some of the Cllrs agreed to help with putting the flags on the poles ready for them to be placed in the holders.

WE12 25/26 To consider and agree to approach Glos Highways with a view to installation of an ‘at grade’ pedestrian crossing on London Road, (Keble Fields Estate).

The Clerk reported that this had been discussed at the last Planning Meeting. Following discussion it was **RESOLVED** to contact Glos Highways . Proposed Cllr Harrison, seconded Cllr Braiden – all in favour.

ACTION: Clerk to contact Glos. Highways
--

WE13 25/26 To consider and agree ideas on future maintenance and community involvement for Milton Street Gardens and to agree a budget for plants and compost etc

Cllr Roberts reported that she had found it difficult to access the this area as the steps were quite steep. The Clerks were asked to obtain quotes for installing suitable railings. The Clerk reported that at a

previous meeting Mary Ann Dibbs (W4W) had agreed to contact various groups to establish whether they would be willing help with maintaining the area, perhaps on a rota basis. The Clerks would be following this up and would report back - Item deferred to the next meeting.

ACTION: Clerk to contact Mary Ann Dibbs and to add to Agenda for the next meeting.

WE14 25/26 To receive update on CEP Plan following meeting with GRCC
The Clerk reported that Cllrs Braiden, Akala and Baker together with the Clerk met with Rachel Seymour from GRCC to discuss the Community Emergency Plan that had been drawn up. Rachel informed FTC representatives that on the whole the Plan was extremely well prepared but there were some minor grammatical errors which needed attention and that some sections could be combined and better organised. The Clerk agreed to amend the document and to re-send to Rachel when complete and would report back to this Committee. If approved this would be sent to CDC.

WEBSITE

WE15 25/26 To consider and agree upgrade to website following receipt of draft with new format
A draft of upgraded website had been circulated. Cllrs agreed that this was a huge improvement. Following discussion it was **RESOLVED** to go ahead with the upgrade. Proposed Cllr Sanford, seconded Cllr Akala – all in favour.

ACTION: Clerk to contact Bulldog

OTHER MATTERS

WE16 25/26 Anything the Chair considers urgent.
- **Village of the Year** – The Committee were advised that our application for the Village of the Year Competition has been shortlisted and two people have been invited to attend the awards ceremony on the 17th July at Highnam. Cllr Roberts said that she would attend together with Mrs Margaret Bishop.

ACTION: Cllr Roberts to contact Mrs Bishop

- **Christmas star for the church tower** – The Clerks reported that old star no longer shines and a replacement has been ordered - £225.
- **Works in the Walnut Tree Field** – A quote has been received for completing repair works in the Walnut Tree field as required following the annual playground check. The Clerk to try to obtain two further quotes.

ACTION: Clerk to contact other contractors

WE17 25/26 Date of next meeting – Tuesday 24th June 2025

There being no further business the meeting closed at 7.45pm

.....Chairman

.....2025