

**MEMBERSHIP:**

**Cllr O’Connell**

**Cllr Roberts**

**Cllr Braiden**

**Cllr Akala**

**Cllr Harrison -ex -officio**

**Cllr Baker – ex-officio**



**MINUTES  
OF THE WORKS & EVENTS COMMITTEE MEETING  
HELD ON TUESDAY 24<sup>th</sup> June 2025**

**Present:** Cllr O’Connell Cllr Braiden Cllr Baker  
Cllr Akala Cllr Harrison

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

- WE18 25/26 To consider and agree to accept apologies for absence.**  
Apologies were received from Cllr Roberts and were accepted.
- WE19 25/26 Declarations of Interest in items on the Agenda.**  
None received.
- WE20 25/26 To approve the Minutes of the Works & Events Committee meeting held on the 27<sup>th</sup> May 2025**  
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 27<sup>th</sup> May 2025, as a true and accurate record of the proceedings. Proposed Cllr Baker, seconded Cllr Braiden – all in favour
- WE21 25/26 Clerks/Chairman’s Report.**  
The Chairman reported that the EV charging points should be operational from the 27<sup>th</sup> June 2025. This will be monitored.
- WE22 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
- WE23 25/26 To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A

**FINANCE**

- WE24 25/26 To receive W & E expenditure against budget to the end of May 2025**  
**The figures as presented were considered. It was pointed out that the drainage issue at the bottom of Lovers Lane, work for this was approved some months ago, has now been completed. The**

cost will be shared between the Ernest Cook Trust and the Town Council. Mill

Lane Path requires some remedial work as there is an issue with drainage, also it may be that some resurfacing work will need to be done. This will be considered further at the next meeting. General improvements in the town will also need to be considered. All these matters will have to be factored in to the current budget and discussion with the Finance Committee is to be arranged.

**ACTION: Clerk to add Mill Lane Path and general improvements to the Agenda for the next W & E meeting and to add an item on the Agenda for the next Finance meeting to discuss the budget for W & E Committee**

#### **GENERAL TOWN MAINTENANCE & HIGHWAYS**

**WE25     25/26     Update on work in bus shelter (Milton Street) and adjacent garden area.**

The Clerk reported that the roof of the bus shelter leaks and requires attention before the mural is painted. The roof also has an abundance of ivy growing on it which needs to be removed. Bob is happy to do this along with Steve Boulton or Steve would do this on his own. Cost £100 + £80 for disposal with help from Bob or £160 + £80 if done on his own. Mary Ann is compiling a list of people who are willing help with maintaining the area. We will be meeting with Les from LRE engineering with a view to installing railings to the garden area. Les supplied and installed the railings outside the community centre.

**ACTION: Bob and Steve to remove ivy and repair roof**

**WE26     25/26     To consider and agree a contractor to install the benches in Milton Street Gardens**

Bob Gray is happy to install the benches, however he is unfamiliar with the method for doing this and has sought advice from Steve Boulton who is willing to work with him - £100.

It was **RESOLVED** that employ Steve Boulton to advise and help with the installation. Proposed Cllr Baker, seconded Cllr Akala – all in favour.

**ACTION: Bob and Steve to install benches.**

**WE27     25/26     To consider and agree a contractor to remove the ivy from the roof of the bus shelter and temporary fix to stop it leaking.**

As per Item WE 25 above, it was **RESOLVED** that the ivy would be cleared by Bob Gray and Steve Boulton. All in favour.

**ACTION: Clerk to raise a purchase order for S. Boulton**

**WE28     25/26     To consider and agree to contact CDC waste management with a view to replacing dog poo bins that are rotting.**

Following discussion it was **RESOLVED** to contact CDC waste management to ask them if they could replace the bins that are rotting. Proposed Cllr O'Connell, seconded Cllr Braiden – all in favour. A list of bins that require removal and replacement to be compiled. Maps of the town were given out to Councillors who will mark up locations. Clerk to contact CDC.

**ACTION: Clerk to contact CDC and Councillors to log bins that requirement replacement**

**WE29 25/26 To consider installing seating at far side of Walnut Tree Field near the Hatherop Road entrance/exit.**  
Cllr Braiden explained that there is no seating away from the playground area along the wall near the entrance/exit to Mount Pleasant. Quite often people like to sit in the park away from the main playground area. Following discussion it was agreed to purchase two seats, subject to approval from the Finance Committee. Cost would be £1482 inc. delivery. This was proposed by Cllr Braiden and seconded by Cllr Baker – all in favour.

**ACTION: Clerk to add this item to the Agenda for the next Finance meeting for approval.**

**WE30 25/26 To consider and agree to accept quote from Greenfields for repairs in the Walnut Tree Field following Annual playground inspection report and subsequent issues that have arisen since (£3654)**  
The Clerk explained that obtaining further quotes was proving difficult. Following discussion the Clerk was tasked with trying to obtain at least one more quote but if this cannot be achieved, so that work can be completed before the summer holidays, the quote from Greenfields should be accepted. It was **RESOLVED** to accept Greenfields quote if another quote cannot be obtained. Proposed Cllr O’Connell, seconded Cllr Braiden – all in favour.

**ACTION: Clerk to place order**

**OTHER MATTERS**

**WE31 25/26 Anything the Chair considers urgent.**  
The Clerk reported that the Rugby Club has requested changes to their licence agreement, increasing the times that they use the CHS field. In principle the Committee had no objections, however, the other request to hold ad-hoc events was not accepted and the Committee agreed that any events that the club wishes to hold should be reported to the Council on a case by case basis, for approval before going ahead. It was also agreed that before any alternations to the licence can be put in place the Committee would like confirmation that the Youth Football Club would be happy with any new arrangement.

**ACTION: Clerk to contact the Rugby Club to advise and to obtain further information.**

**WE32 25/26 Date of next meeting – Tuesday 22<sup>nd</sup> July 2025**

**There being no further business the meeting closed at 7.50pm**

**Chairman.....**

**.....2025**

