



**MINUTES OF THE FULL COUNCIL MEETING  
HELD ON TUESDAY 14<sup>TH</sup> OCTOBER 2025**

**Present:**

<b>Cllr Baker</b>	<b>Cllr Foxall</b>	
<b>Cllr Akala</b>	<b>Cllr Rymer</b>	<b>Cllr Tyrer</b>
<b>Cllr Roberts</b>	<b>Cllr O’Connell</b>	<b>Cllr Shankland</b>
<b>Cllr Darley</b>	<b>Cllr Braiden</b>	<b>Cllr Hersom</b>

**In attendance:** Vanessa Lawrence, Roz Morton (Clerks), District Cllr Vann, Justin Goldstone

**128     25/26     To receive apologies for absence –**  
Apologies were received from Cllrs Thornhill and Harrison and C. Cllr Morris and District Cllrs Wilkinson & Mansilla

**129     25/26     Declarations of Interest in Items on the Agenda**  
None received

**130     25/26     To approve the Minutes of the Town Council meeting held on Tuesday 9<sup>th</sup> September 2025**  
It was **RESOLVED** to approve the Minutes of the Town Council meeting held on Tuesday 8<sup>th</sup> July as a true and accurate record of the proceedings. Proposed Cllr Tyrer, seconded Cllr Rymer – all in favour.

**131     25/26     To consider and agree membership of Cllr Darley to the W&E Committee.**  
It was **RESOLVED** to appoint Cllr Darley to the Works and Events Committee, proposed Cllr Roberts seconded Cllr Shankland, all in favour.

**132     25/26     To consider and agree in accordance with Standing Orders 4 (b) & (c) to appoint non-councillor (non-voting) members to certain committees (excluding finance, staffing and procedural committees) when required and to amend Committee Terms of Reference accordingly.**  
It was **RESOLVED** to appoint non-councillor members to the Works and Events Committee and the Planning Committee and to amend the Committee Terms of Reference accordingly. Proposed Cllr Foxall, seconded Cllr Akala, all in favour.

**ACTION: Clerk to amend Committee Terms of References accordingly.**  
**ACTION: Clerk to send a letter of appointment to Justin Goldstone.**

**133     25/26     Clerks’/Chairman’s report**  
To note response to Neighbourhood Governance Review and Local Green Space Nomination

To note CDC Local Plan Reg 18 consultation

The Clerks report was circulated and included the following:

- Response to the precept letter circulated to all residents – minimal response, 100% positive.
- Festive market is fully booked
- Still chasing Highways for an update on the 20 mph signage, bay marking for EV charging points.
- Land registry & Bus shelter – working to rectify the land registry error and register the bus shelter as FTC property, not part of the Acorn plot.

- 134 25/26 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**
- 135 25/26 To agree to reconvene the meeting following Public Participation, if applicable. N/A**
- 136 25/26 Chairman’s Announcements - none**
- 137 25/26 To consider correspondence received (for information only emailed). Noted.**
- 138 25/26 To receive reports from meetings attended.**  
Cllr Foxall reported on an ECT meeting with Cllrs Foxall & Harrison regarding CDC housing allocations.  
The Clerk reported on a meeting with ECT regarding the Fairford Estate in general including a contribution to fixing the drainage on Mill Lane – still waiting for confirmation.  
Cllrs Roberts & Tyrer reported on a meeting with USAF Community Liaison Zoey Peace – with an aim to foster better integration in the community for the base personnel and potential membership of the BAC. Cllr Roberts reported that there will be a community information evening at some point in the future.
- 139 25/26 To receive report from District Councillor/County Councillors (e-mailed).**  
Reports were received and circulated and will be filed with these minutes. Cllr Vann also reported on a briefing he attended on the Local Governance Review. The timetable remains the same, with a Vesting Day for a new unitary authority likely to be 01.04.2028. GCC will be submitting their proposals to Central Govt on 28.11.2025 for consideration. He also reported that Tetbury TC has set up a local hub for Councils close to them to consider the LGR and how they may respond. He urges FTC to do the same. It was noted that there are still many unknowns.

<b>ACTION: Cllr Vann to ascertain exactly what Tetbury TC has set up and who else is involved.</b>
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- 140 25/26 To receive reports from Project Groups:**
- **Transport Plan/TRO** - Cllr Shankland reported on the audit undertaken of the TRO signage – incomplete and still waiting for a date for completion.  
The Trello site has been updated and streamlined and the project status’ have been updated ready for a new Councillor to take the lead.

- **Multi-use Path** - No update was available for the MUP, however the Clerk reported that the developer at Lake 103/103a has emailed to confirm that they will reopening the paths in a limited fashion from early November.

**141 25/26 To consider and agree Cllr to lead Transport Plan**  
Cllr Shankland was commended for all the work she has put in for the Transport Plan and what she has achieved whilst leading on the project. Cllr Shankland will be stepping back from leading on the Transport Plan and asked for another Councillor to take the lead. No Councillors came forward.

**ACTION: Clerk to add to the November Agenda**  
**ACTION: All Councillors to consider taking the lead on this project.**

**FINANCE**

**142 25/26 To receive report from Chair of Finance**  
Cllr Foxall reported on the following: a review of the IT infrastructure and cyber security for FTC & FCC is planned following on from new guidance received from the Cabinet Office. Quotes have been sought and a local company has been found that can cater for all FTCs requirements. FCC have agreed in principle to covering their share of the costs, both capital and operating expenditure as required. FTC must ensure that it is compliant. A thorough cyber security review should also be carried out to ensure that staff and Councillors are fully aware of the compliancy requirements.  
Cllr Foxall asked for the Council’s approval in principle so that the project can get underway. Costs are likely to be in the region of £2-4k. CIL funds can be used to cover the capital costs. Formal approval will be added to the November Agenda. In a show of hands, the council supported the initiative

**ACTION: Add to November Agenda for formal approval.**

A Fire Safe is also required to keep non-digital records securely.

**ACTION: Clerk to source a suitable fire safe**

Cllr Foxall reported that following a GAPTC webinar he is minded to increase the precept by more than 5% already considered, as it is clear that costs are rising and the Council will be required to take on more services as the LGR takes effect. He will bring a budget proposal for consideration, to the November meeting.

**143 25/26 To approve retrospectively payments to end of September 2025**  
It was **RESOLVED** to approve the payments as presented. Proposed Cllr Foxall, seconded Cllr Rymer, all in favour.

**144 25/26 To receive Income & Expenditure Figures against budget at end of September 2025**  
Noted without comment.

**145 25/26 To consider and agree cashbook for September 2025**  
It was **RESOLVED** to approve the cashbook as presented. Proposed Cllr Foxall, seconded Cllr Braiden, all in favour.

**146 25/26 To consider and agree Reconciliation Report end of September 2025**  
It was **RESOLVED** to approve the reconciliation report as presented. Proposed Cllr Shankland, seconded Cllr Akala, all in favour.

**147 25/26 To agree to launch new community grant fund scheme on 1<sup>st</sup> November 2025.**

It was **RESOLVED** to approve the launch the grant scheme with a maximum total fund of £10k this year. Proposed Cllr Foxall, seconded Cllr O'Connell, all in favour.

**ACTION: Clerk to update the application form with relevant dates and publish on the website.**

#### **PLANNING**

**148 25/26 To receive the minutes of the Planning Committee meeting held on 16<sup>th</sup> September and 7<sup>th</sup> October (unapproved)**

Received without comment.

**149 25/26 To receive report from Chair of Planning**

Cllr Harrison circulated a report which will be filed with these minutes.

#### **WORKS & EVENTS**

**150 25/26 To receive Minutes of the Works & Events Committee meeting held on the 23<sup>rd</sup> September 2025 (unapproved)**

Received without comment.

**151 25/26 To receive report from Chair of Works & Events Committee**

Cllr O'Connell reported that following a constructive W & E meeting, he will compile and circulate for comment, a list of possible projects for the Council to consider over the next five years.

**ACTION: Cllr O'Connell to compile and circulate the list**

The Festive Market is now full and there is a waiting list. Councillors will be required to help on the day with set up and manning road closures.

**ACTION: Cllrs to confirm their availability on Saturday 22<sup>nd</sup> November (10.00am) for little tree installation and Friday 5<sup>th</sup> Dec for Festive Market help (from 12.00 noon)**

**152 25/26 To consider and agree to install water supply into CHS playing field circa £4000 to include re-quote charge of £96.00.**

Discussion took place. As the rugby clubs intentions for their long term future at CHS are not confirmed it was agreed to get a requote but to wait for more information from the rugby club before moving forward with installation.

**ACTION: Clerk to commission the requote with TW.**

**ACTION: Clerk to contact the rugby club to ascertain their long-term plans and confirm what level of contribution they and the football club would be prepared to meet should the installation be agreed.**

#### **OTHER MATTERS**

**153 25/26 To formally agree to approach CDC relating to CGR (Community Governance Review) with a view to increasing the number of councillors from 13 to 15.**

It was **RESOLVED** to request a change to the number of Councillors from 13 – 15 in the next CGR. Proposed Cllr Rymer, seconded Cllr O'Connell.

**154**    **25/26**    **Anything the Chair considers urgent**  
Nil of note.

**155**    **25/26**    **Date of next meeting – 11<sup>th</sup> November 2025**

There being no further business the meeting closed at 7.55pm.

**Chairman.....**

**.....2025**