

MEMBERSHIP:

Cllr O'Connell
Cllr Roberts
Cllr Akala
Cllr Darley
VACANCY
Cllr Harrison -ex officio
Cllr Baker – ex-officio



**MINUTES OF THE
WORKS & EVENTS COMMITTEE MEETING
HELD ON TUESDAY 24th March 2026**

Present: Cllr O'Connell Cllr Akala
Cllr Darley Cllr Harrison
Cllr Baker

In attendance: Vanessa Lawrence, Roz Morton (Clerks), Cllr Goldstone

WE122 25/26 To consider and agree to accept apologies for absence.
Apologies were received from Cllr Roberts and were accepted.

WE123 25/26 Declarations of Interest in items on the Agenda.
None received

WE124 25/26 To approve the Minutes of the Works & Events Committee meeting held on the 27th January 2025
It was **RESOLVED** to approve the Minutes of the Works & Events Committee meeting held on the 27th January 2025, as a true and accurate record of the proceedings. Proposed Cllr Baker, seconded Cllr Darley – all in favour.

WE125 25/26 Clerks/Chairman's Report.
None

WE126 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

WE127 25/26 To agree to reconvene the meeting following Public Participation (if applicable).
N/A

FINANCE

- WE128 25/26 To receive W & E expenditure against budget to the end of January 2026 (as presented to Full Council)**
The figures were received with no comment

GENERAL TOWN MAINTENANCE & HIGHWAYS

- WE129 25/26 Update on Bus Shelter at Milton Street including ownership registration.**
The Clerk reported that nothing further had been received from Land Registry regarding the required changes to registration of the bus shelter on Milton Street. She also reported that works to repair the bus shelter roof had been completed.
- WE130 25/26 Update on possible installation of a new electrical connection box in the High Street.**
The Clerk reported that no objection for plans to install a new electrical box adjacent to the Bank House had been received from the property owner, the cost for connection would be in the region of £5k. The Clerk wanted to know if the Committee considered this a worthwhile project as it would benefit any future events into the future, where electricity is required along this stretch of the road. Cllrs considered this and whilst it was expensive it was a one off cost that would future proof any events that the town might want to hold. The Committee agreed to progress this with drawing up plans, submitting a planning application and then to consider the next steps.

ACTION: Plans to be drawn up and application submitted to CDC. This matter to be added to future agenda once CDC has responded to the application.

- WE131 25/26 Update on installation of VAS on London Road**
The Clerk reported that we are still awaiting a response from Bovis homes for permission to install a VAS on the verge
- WE132 25/26 To consider and agree to install safety barriers at the path entrance on Leafield Road in line with existing barriers.**
To complete the work to create a path into Leafield Road woods, a further barrier is required as a safety measure to prevent children coming out of the woods straight onto the road. Cllrs considered and it was **RESOLVED** to install safety barriers at this location (£780). Proposed Cllr O'Connell, seconded Cllr Baker – all in favour.
- WE133 25/26 To consider and agree the way forward for painting the bus shelter in the Market Place and painting the existing green boxes in the market place.**
The Clerk reported that a quote had been received which was in excess of £1000, however Fairford Art Society have agreed to paint a mural in the bus shelter free of charge, with supplies being paid for by the Town Council. The Committee felt that this is a great community minded project and it was **RESOLVED** to ask the Art Society to go ahead. Draft sketches of their proposals would need to be approved. The Art Society would not however paint the green boxes. Discussion took place regarding this particular project and it was agreed to proceed with the

bus shelter work first and then to look again at the green boxes.
Proposed Cllr O'Connell, seconded Cllr Akala – all in favour

ACTION: The Clerk contact the Art Society and to add the green boxes onto a future agenda, once the bus shelter work has been completed.

WE134 25/26 To note the playground inspection report and to agree any actions resulting from it.

The playground report was received and a couple of repairs were noted. A quote has been received from the company that inspected the ground and it was agreed to obtain further quotes and go ahead with the work.

ACTION: Clerk to obtain further quotes for repairs in the Walnut Tree Field
ACTION: Clerk to ask groundsman to look at the fastener of the yellow gate.

WE135 25/26 To consider and agree to install guttering and water butts at the allotment and to agree whether the edging of the allotment plots is the responsibility of allotment holders or FTC to maintain.

The Clerk reported that to make the area more sustainable water butts needed to be installed in the allotment area. Guttering around the sheds could be installed which would filter down into the water butts. A quote has been received for this work to be done and a further quote is awaited. The Committee **RESOLVED** to install guttering and water butts but to increase the number of water butts to 4 which would better serve the area. The edging strips around the plots could be left to deteriorate which would make grass cutting easier but that should tenants which to replace these they should do so in a like for like manner. Proposed Cllr O'Connell, seconded Cllr Akala – all in favour.

ACTION: Clerk to contact contractors for re-quotes.

OTHER MATTERS

WE136 25/26 To consider and formally approve decision to fund the Park Run from W & E budget (e-mail approval received)

It was **RESOLVED** to approve this decision. Proposed Cllr O'Connell, seconded Cllr Harrison, all in favour.

WE137 25/26 To note the correspondence with Highways regarding use of lantern brackets and to consider and agree the way forward regarding hanging Christmas lights.

The Clerk reported that we are no longer allowed to hang Christmas blizzards on the lighting brackets. One possible solution would be to install suitable brackets alongside the light fittings but permission would need to be obtained from the property owners and potentially planning permission would be required as some of the buildings are listed. The Committee considered this as one way forward. However, it was suggested that we approach Christmas lighting contractors to obtain advice on how we might improve our Christmas lights for the future. The Clerks were asked to research this and to contact relevant companies. This to be brought back to the Committee for consideration. In the meantime brackets should be sourced as an interim measure.

ACTION: Clerk to contact various Christmas Lighting companies to seek advice. Christmas decorations to be brought back to Committee when more information is available.

WE138 25/26 To consider and agree to adopt the BT phone box on the high street and also the best use for it in the future.
Cllr Goldstone reported that the phone box in the High Street was listed and therefore there are restrictions on how this could be used. Following discussion it was **RESOLVED** to adopt the box (£1) and to proceed with utilising the space as a book exchange and/or seed swap and look at the possibility of installing a community bleed kit. .
Proposed Cllr Akala, seconded Cllr Baker – all in favour.

ACTION: Clerk to contact BT to adopt the phone box.
ACTION: Clerks to obtain information on Community Bleed kits.

WE139 25/26 To discuss the CHS playing field and future uses.
Discussion took place regarding the CHS field and how this area can be used in the future. Cllrs agreed that all the sports clubs and organisations who might benefit from using the field should be contacted to obtain an overview of their future plans/projects, in order to establish whether their needs could be incorporated in any plans for the field. It was agreed that that a strategic overview of the clubs and organisations in the Town ,and their future plan and aspirations would be a useful starting point for the Town Council when considering future uses for the playing field.
The Clerk reported following a recent communication from GCC (Landlords) regarding legal fees that would be applied for the installation of a standpipe in the field. She would be contacting GCC to establish whether this is absolutely necessary and would report back to the Committee. The Chair suggested that a request to County Cllr Morris might be made to look into this.

ACTION: Clerk to contact GCC and to Cllr Morris if required.
ACTION: Clerk to circulate a contact list for the clubs in Fairford to Cllr O’Connell in order that a draft email can be agreed to invite the clubs and organisations to talk to the Council about their future plans.

WE140 25/26 To discuss opportunities to enhance Fairford with floral displays and potential tourism options.
Cllr Roberts had circulated an initiative from Dobbies offering a grant for community groups. This has been sent on to W4W & The Church Eco Group. The deadline is 31st March, so it’s unlikely that the Town Council could apply in time as is not a Community Group. The Committee agreed that additional planting would benefit Fairford. The Committee agreed to look at additional bulb planting to increase the length of the flowering season.
The Committee acknowledged the difficulties in finding volunteers to look after flower beds and planters, particularly where watering is difficult due to location. The Council may need to consider contracting out the ongoing maintenance of the planters, or alternatively changing the planting scheme to something that requires minimal maintenance.

ACTION: Clerks to investigate potential planting schemes and additional bulbs and report back.
ACTION: Cllrs to contact any groups or individuals they may know who may be interested in helping out.

WE141 25/26 Anything the Chair considers urgent.
Nil of note

WE142 25/26 Date of next meeting – Tuesday 28th April 2026

There being no further business the meeting closed at 8.40pm

.....**Chairman**

.....**2026**