



**MINUTES OF THE FULL COUNCIL MEETING  
HELD ON TUESDAY 14<sup>th</sup> APRIL 2026.**

**Present:** Cllr Harrison                      Cllr Tyrer  
 Cllr Shankland                      Cllr Roberts                      Cllr Rymer,  
 Cllr Darley                      Cllr O’Connell                      Cllr Goldstone

**In attendance:** Vanessa Lawrence, Roz Morton (Clerks) District Cllrs Wilkinson & Vann

- 270      25/26      To receive apologies for absence**  
 Apologies received from Cllrs Akala, Baker & Hersom and District Cllr Mansilla.
- 271      25/26      Declarations of Interest in Items on the Agenda**  
 Cllr Roberts declared a personal interest in item 296
- 272      25/26      To approve the Minutes of the Town Council meeting held on Tuesday 10<sup>th</sup> March 2026**  
 It was **RESOLVED** to approve the Minutes of the Town Council meeting held on Tuesday 10<sup>th</sup> March 2026, as a true and accurate record of the proceedings. Proposed Cllr Rymer, seconded Cllr Tyrer – all in favour.
- 273      25/26      Clerks’/Chairman’s report**  
 A Chairman’s report was circulated and will be filed with these Minutes.
- 274      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**
- 275      25/26      To agree to reconvene the meeting following Public Participation, if applicable. N/A**
- 276      25/26      Chairman’s Announcements – none.**
- 277      25/26      To consider correspondence received (for information only emailed).**  
 Invitations to the FFLC AM on 28<sup>th</sup> April, and CDC’s Town & Parish Council Forum in Cirencester on 12<sup>th</sup> May were received and circulated. No comments received for other correspondence received.
- 278      25/26      To receive reports from meetings attended.**
- Cllrs Harrison & Baker attended a briefing at RAF Fairford. Questions were raised over additional security measures taken locally and also timings of engine testing and preventable overnight noise.
  - Cllrs Roberts, Rymer and Darley attended a meeting of The Farmor’s Endowed Trust. Cllr Roberts reported three new trustees have been appointed and that Sara Rostant, the current Chair, is stepping down. The next meeting is in September

- Cllr Roberts attended a public RIAT briefing. New traffic measures for the show and camping and Park & Ride at South Cerney are being introduced.

**279 25/26 To receive report from District Councillor/County Councillors (e-mailed)**

Reports were circulated and will be filed with these Minutes.

Cllr Wilkinson reported on:

- the public nuisance issues caused by plane spotters in Kempsford.
- LGR – potentially heading towards and East/West split
- CDC received a response from the Housing Minister which states that the housing target will not be reduced.

Cllr Roberts asked whether CDC would support Fairford in getting a leisure facility if it remains allocated as a strategic site for development in the Local Plan. Cllr Wilkinson said that he would if it was necessary.

Cllr Roberts asked whether Cllr Wilkinson was aware of the history of CDC project that is underway. He replied that he was aware of it.

Cllr Shankland asked Cllr Wilkinson to liaise with Cllr Vann regarding parking issues at the school and invited him to help solve the parking issues.

Cllr Vann asked Councillors to give him a list of issues that may be brought to his attention at the Annual Meeting by residents and to advertise that he will be there.

Cllr Vann reported that Roz Savage MP has asked him to ascertain the views of the Town Council on the recent activity at the Airbase.

Discussion took place. The Town Council agreed that it would not provide a statement as there was not one that would cover all the individual points of view.

**280 25/26 To receive reports from Project Groups:**

- **Transport Plan/TRO** - an update was circulated.

**FINANCE**

**281 25/26 To receive report from Chair of Finance** - in the absence of a Chair, no report was available.

**282 25/26 To approve retrospectively payments – March 2026**  
It was **RESOLVED** to approve the payments as presented. Proposed Cllr O’Connell, seconded Cllr Rymer, all in favour.

**283 25/26 To receive Income & Expenditure Figures against budget at Year end.**  
The figures were received without comment.

**284 25/26 To consider and agree cashbook for March 2026**  
It was **RESOLVED** to approve the cashbook as presented. Proposed Cllr Rymer, seconded Cllr Shankland, all in favour.

**285 25/26 To consider and agree Reconciliation Report for March 2026**  
It was **RESOLVED** to approve the Reconciliation Report as presented. Proposed Cllr Rymer, seconded Cllr O’Connell, all in favour.

**PLANNING**

**286 25/26 To receive the minutes of the Planning Committee meeting held on 17<sup>th</sup> March and 7<sup>th</sup> April (unapproved).**  
Received without comment.

**287 25/26 To appoint Cllr Hersom to the Planning Committee**  
It was **RESOLVED** to appoint Cllr Hersom to the Planning Committee, proposed Cllr Shankland, seconded Cllr Tyrer, all in favour.

- 288 25/26 To receive report from Chair of Planning**  
The report was circulated and will be filed with the Minutes.

**ACTION: Cllr Wilkinson to contact Andrew Moody regarding a meeting about the PROW application on Lake 104.**

#### **WORKS & EVENTS**

- 289 25/26 To receive Minutes of the Works & Events Committee meeting held on the 24<sup>th</sup> March 2026 (unapproved)**  
Received without comment.
- 290 25/26 To receive report from Chair of Works & Events Committee**  
Cllr O'Connell reported that W & E are looking to host a skate event in the summer with ATBSkate.

**ACTION: Clerks to add skate event and date for litter pick to the April W & E Agenda**

- 291 25/26 To consider and agree how to take forward Council communication and engagement**  
Cllr Darley has been preparing some Instagram posts and investigating using Canva (professional version). Costs are to be confirmed. This is a big project and will require input from the whole Council. It encompasses written media, public engagement at events and social media. It was agreed to take this back to W & E for further discussion and consider potentially setting up an informal group to take the project further.

**ACTION: Clerks to add to W & E April Agenda**

#### **PROCEDURES COMMITTEE**

- 292 25/26 To receive Minutes of the Procedures Committee meeting held on Tuesday 31<sup>st</sup> March 2026 (unapproved)**  
The Minutes were received without comment.
- 293 25/26 To approve the Minutes of the Procedures Committee held in 2024**  
The minutes were signed by the two Councillors who are still members.

#### **IN CAMERA ITEM 296 TAKEN HERE**

Cllrs Roberts & Shankland left the meeting.

#### **PROCEDURES COMMITTEE (CONTINUED)**

- 294 25/26 To approve the following policy documents as recommended by the Procedures Committee :-**
- Terms of Reference – Committees
  - Data Protection Policy
  - Privacy Policy
  - Privacy Notice for various platforms
  - Terms of reference – Citizen Awards
  - Data disposal and retention policy
- There are some small changes still to be made (ref to Chair in Data Protection Policy) however, with these changes made, it was **RESOLVED** to approve the above policies, Proposed Cllr Darley, seconded Cllr Rymer, all in favour.

**ACTION: Clerk to convene a Procedures meeting in June to consider Financial Regulations and Grants Committee Terms of reference, and any other policies that need to be considered.**

#### **OTHER MATTERS**

- 295 25/16 To consider and agree quote for upgrade of Microsoft 365 and other associated security measures and to enter into maintenance agreement.**

There was a brief discussion. Cllr Tyrer raised a question regarding Microsoft CSP. The Clerk was unfamiliar with this and would ask the potential providers about this. Subject to confirmation of CSP, it was **RESOLVED** to appoint Cloudy IT, proposed Cllr Goldstone, seconded Cllr Tyrer, all in favour.

**ACTION: Clerk to contact provider and to circulate response.**

**295 25/26 Anything the Chair considers urgent.** Nil of note.

**IN CAMERA ITEM**

This item below was taken out of turn after item 293

**296 25/26 To consider and agree sponsorship of Steam Show - £1000.**  
Discussion took place. It was noted that this is not a grant but payment for a sponsorship opportunity. The sponsorship will include the Town Council logo featuring on social media printed media and a printed banner at the event. The Council acknowledged the positive impact that the Steam Rally has on the town and the businesses and thanked the Committee for the assistance that the Council has received from the Rally Committee with other events in the Town. Cllr Roberts reported that changes were being made to the governance documentation of the Rally to better reflect the organisation structure.  
It was **RESOLVED** to agree the sponsorship for £1000, proposed Cllr O’Connell, seconded Cllr Rymer, 6 in favour, 2 abstentions.

**297 25/26 Date of next meeting – 12<sup>th</sup> May 2026 – Annual Town Council Meeting.**

**There being no further business the meeting closed at 8.40 pm**

**Chairman.....**

**.....2026**