**MEMBERSHIP:**
H. Darley
S. O'Connell
C. Roberts
M. Trinder
A. Baker -ex-officio
S. Rymer – ex-officio

**MINUTES OF THE**
**WORKS EVENTS & COMMUNICATIONS COMMITTEE MEETING**
**HELD ON TUESDAY 26th May 2026**

**Present:** **Cllr Darley** **Cllr Roberts**
**Cllr Baker** **Cllr Rymer**

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

**WE1 26/27 To elect a Chair & Deputy Chair**
Cllr O'Connell was elected as Chair and Cllr Darley was elected as Deputy Chair. Proposed Cllr Rymer, seconded Cllr Baker – all in favour

**WE2 26/27 To consider and agree to accept apologies for absence.**
Apologies were received from Cllr O'Connell and were accepted.

**WE3 26/27 Declarations of Interest in items on the Agenda.**
None received

**WE4 26/27 To approve the Minutes of the Works & Events Committee meeting held on the 28th April 2026**
The Minutes could not be approved as those present at that meeting were not present at this meeting, this item will be deferred to the next meeting.

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

**WE5 26/27 Clerks/Chairman's Report.**
None received

**WE6 26/27 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**

**WE7 26/27 To agree to reconvene the meeting following Public Participation (if applicable).**
**N/A**

**FINANCE**

**WE8 26/27 To receive W & E expenditure against budget to the end of April 2026 (as presented to Full Council)**
The budget figures were received at Full Council. No comments received.

**GENERAL TOWN MAINTENANCE & HIGHWAYS**

**WE09 26/27 Update on installation of VAS on London**
The Clerk reported that she had made contact with Bovis directly, as the owners of the verge, on which the VAS can be placed. We are awaiting confirmation from Bovis that they will allow us to install the VAS at this location. The Clerk to chase this again.

**ACTION: Clerk to chase Bovis Homes.**

**WE10 26/27 To consider and agree to purchase a replacement camera for the Courtyard total cost £329. (Costs split with FCC) and to note possible requirement for further upgrades to the system (see email 19.05.2026)**
Due to failure of one of the oldest cameras still in place, in the rear courtyard of the Community Centre, a quote to replace this was requested. Whilst checking the camera the contractor pointed out that various CCTV bridges will also need to be changed, although this isn't critical at the moment. The Committee considered the information and it was **RESOLVED** to replace the failed camera in the rear courtyard at FCC and to defer a decision regarding the 'bridges' until this has become more problematic. Proposed Cllr Roberts, seconded Cllr Rymer – all in favour.

**OTHER MATTERS**

**WE11 26/27 To consider recommendations from GRCC regarding the CEP (Community Emergency Plan) – details e-mailed 8/5/2026**
This item to be deferred as the document had not been reviewed by all Cllrs.

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

**WE12 26/27 To consider and agree having a pitch at the Festival Market on Sunday 7th June to promote the Town Council and to agree attendance at the Festival to help with the Market set up.**
Discussion took place and it was agreed to have a pitch at the Festival Market. Proposed Cllr Baker, seconded Cllr Rymer – all in favour.

**ACTION: To e-mail Cllrs to ask for their attendance and to set up display boards.**

**WE13 26/27 To receive a update on Communications and to agree any actions including calling for Citizen Award nominations throughout the year.**

Terms of Reference for Citizen Awards were reviewed at the last Procedures Committee meeting. It was agreed that this should be regularly brought to the attention of the public via the newsletter and Facebook page and other platforms used by the Council.

**WE14 26/27 To consider and agree to pay a fee of £500 plus materials to Fairford Arts Society for painting the mural in the bus shelter.**

It was **RESOLVED** to pay £500 plus materials to Fairford Arts Society for painting a mural in the bus shelter. Proposed Cllr Darley, seconded Cllr Rymer – all in favour.

**ACTION: Clerk to contact the Arts Society to request and invoice.**

**WE15 26/27 To consider and agree to write to Market Stall holders to tell them that no shows without 48 hours' notice will be charged and to formally let a stall holder know that they are no longer required to attend the Market.**

Following discussion, it was agreed that Wednesday market stall holders should be contacted to advise them that charges will be incurred in the event of nonattendance, if prior notice is not given. Given recent information regarding one stallholder it was agreed that they should be contacted to advise that they are no longer required to attend due their non attendance for many months, which has resulted in a replacement stallholder taking the slot.

**WE16 26/27 Anything the Chair considers urgent.**

The Clerk reported that drawings have now been obtained for brackets that could potentially be installed alongside the lanterns on various buildings in the High Street and marketplace to hold Christmas motifs. The Clerk wanted to know if the Committee were happy for the Clerks to contact property owners to see if they would be amenable to this installation in the first instance. Cllrs had no objection to the Clerks contacting relevant residents.

**ACTION: Clerks to contact residents to ascertain if they would give permission for the Council to affix brackets to their property.**
**ACTION: Clerks to look to obtain the necessary permissions from the LPA.**

**WE17 26/27 Date of next meeting – Tuesday 23rd June 2026**

**There being no further business the meeting closed at 7.25pm.**

**Chairman……**

**……2026**