

MEMBERSHIP:

S. O'Connell
 C. Roberts
 M. Trinder
 S. Lewis
 R. Lewis
 A. Baker -ex-officio
 S. Rymer – ex-officio



**MINUTES
 OF THE WORKS EVENTS & COMMUNICATIONS COMMITTEE MEETING
 HELD ON TUESDAY 28th July 2026**

Present: **Cllr Roberts Cllr Trinder**
 Cllr Baker Cllr Rymer

In attendance : **Vanessa Lawrence. Roz Morton (Clerks), Cllrs Whittingham, S. Lewis and R. Lewis**

WE35 26/27 To consider and agree to accept apologies for absence.
 Apologies were received from Cllr O'Connell and were accepted.

WE36 26/27 Declarations of Interest in items on the Agenda.
 None received

WE37 26/27 To approve the Minutes of the Works & Events Committee meeting held on the 28th April and 26th May & 23rd June 2026
 It was **RESOLVED** to approve the Minutes of the Works, Events & Communications Committee meeting held on the 28th April and 26th May and 23rd June as a true and accurate record of the proceedings.
 Proposed Cllr Rymer, seconded Cllr Baker – all in favour.

WE38 26/27 Clerks/Chairman's Report.
 None

WE39 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

WE40 26/27 To agree to reconvene the meeting following Public Participation (if applicable).
 N/A

FINANCE

WE41 26/27 To receive W & E expenditure against budget to the end of June 2026 (as presented to Full Council)
 Figures were received with no comment.

GENERAL TOWN MAINTENANCE & HIGHWAYS

WE42 26/27 Update on installation of VAS on London Road

WE43 26/27 To consider and agree to contribute to the repainting of the railings on Mill Bridge (£625)
Following discussion, it was **RESOLVED** to contribute £625 towards the cost of repainting Mill Bridge.

ACTION: Clerk to contact ECT to advise.

WE44 26/27 To consider and agree purchase of utility vehicle, as recommended by Finance Committee and purchase of storage unit to house vehicle. – Quotes on Cllrs page of website
Some quotes had been circulated prior to the meeting, with a late quote arriving just before the meeting. Cllr Goldstone had enquired about the costs prior to the meeting and the Clerk had sent him information. Discussion took place and the two options for the utility vehicle were presented and Cllrs agreed that the CF Moto was the most suitable. It was **RESOLVED** to purchase a CF Moto U6 Highland from Dorn Hill and a storage unit from Tank Express – Total cost £14437. Proposed Cllr Baker, seconded Cllr Rymer – all in favour.

ACTION: Clerk to contact suppliers to advise and to place orders as soon as the ground at the Council yard has been prepared.

WE45 26/27 To consider and agree quote to carry out tree works in the churchyard – Quotes on Cllrs page of website (£2020)
Quotes had been circulated prior to the meeting. Discussion took place and it was **RESOLVED** to accept the quote from Cotswold Trees (£2020). Proposed Cllr Trinder, seconded Cllr Roberts – all in favour.

WE46 26/27 To consider and agree to replace two noticeboards, Milton Street and Mill Lane (£2881.39)
The Clerk reported on two of the oldest noticeboards in the town, Milton Street and Mill Lane. Pictures of the noticeboard at Milton Street were shown to emphasise the condition of the unit. Following discussion it was **RESOLVED** to purchase two noticeboards in man-made timber. Proposed Cllr Trinder, seconded Cllr Rymer – all in favour.

ACTION: Clerk to contact supplier to place order.

WE47 26/27 To consider and agree to mow wildlife meadows.
Following discussion Cllrs agreed that they would still like to keep the meadows early in the year to maintain the biodiversity and to adhere to 'No mow May', but following this the meadows would be cut back. Proposed Cllr Rymer, seconded Cllr Roberts – all in favour.

ACTION: Clerk to contact grasscutting contractor to advise.

EVENTS

WE48 26/27 To receive an update on Christmas lights and consider and agree way forward
The Clerks reported that residents approached regarding approval for installing new brackets alongside the current lighting lanterns resulted in many refusing this. Other options for Christmas lights were then

considered. Lighting strings was potentially the only other way of decorating the High Street and London Road. Cllrs asked to see what options were available and the Clerk to forward details of the various lighting strings that might be used. The little trees would remain. This item to be deferred to the next meeting.

ACTION: Clerk to circulate lighting options to Cllrs and to add this item to the Agenda for the next meeting.

WE49 26/27 Update on preparations for Christmas Market
The Clerk reported that to date 22 stalls had been taken and paid for.

WE50 26/27 To consider and agree response to request from Parkrun organisers to make good an additional section of path in Leafield woods (£3567)
The Clerk reported that the Park Run has been delayed due to a 20 metre stretch of path that requires some work. Following discussion it was **RESOLVED** to underwrite this in the event that funding cannot be found elsewhere. This is on the proviso that we obtain a guarantee from Park Run that if the work is carried out they will definitely go ahead with providing this in Fairford. Proposed Cllr Trinder, seconded Cllr Roberts – all in favour. Clerks to maintain contact with The Ernest Cook Trust in relation to this matter.

ACTION: Clerk to contact ECT and to contact Park Run

OTHER MATTERS

WE51 26/27 To consider and agree to purchase a plaque for the bus shelter acknowledging Fairford Arts Society's work (£151.00)
It was **RESOLVED** to purchase a plaque for the bus shelter to acknowledge Fairford Art Society's work. Proposed Cllr Roberts, seconded Cllr Rymer – all in favour.

ACTION: Clerk to place order

WE52 26/27 To consider and agree to replace the bin in the Market Place bus shelter – (approx. £270)
This matter had been brought to the attention of the W, E & C Committee in June, but was not on the Agenda. At that time it was agreed that this should be done as the bin was in a very poor condition. It was **RESOLVED** to replace the bin in the Market Place bus shelter. Proposed Cllr Baker, seconded Cllr Trinder – all in favour.

ACTION: Clerk to place order.

WE53 26/27 To consider and agree to refurbish green boxes in the market place
The proposal is to decorate the green boxes. The Committee was informed that the Art Society would not do this work if agreed, but that a local artist would consider this. The Committee was asked if they would like the Clerks to obtain quotes. It was agreed that quotes could be obtained and to defer this item to a future meeting.

ACTION: Clerk to obtain quotes and to add this item to the Agenda for future meeting.

WE54 26/27 To consider and agree use for newly adopted phone box in the High Street

Following discussion it was agreed to defer this item to future meeting in order that quotes can be obtained for possible installation of a defibrillator and bleed kit.

ACTION: Clerk to add this item to Agenda for future meeting and to obtain quotes for a defibrillator and bleed kit

WE55 26/27 To consider and agree response to e-mail from Emma White – Farmors School re. Sports Hall.

Following discussion it was agreed to defer this item to future meeting so that more information can be obtained. Cllrs were asked to consider what questions they might like to ask and to forward these to the Clerks.

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

WE56 26/27 To consider and agree to carry out repair works at the Allotments to either repair or replace taps.

The Clerk reported that the taps on the allotments at Fairford Gate have been problematic for many years. It is also proving difficult to find a plumber who is prepared to quote. Following discussion it was **RESOLVED** to try to get quotes but to change the taps from push button back to normal taps. Proposed Cllr Rymer, seconded Cllr Trinder – all in favour.

ACTION: Clerk to obtain quotes and report back to Committee.

WE57 26/27 Anything the Chair considers urgent.

The Clerk reminded Cllrs that the town litter pick would be taking place this Saturday morning and anyone available to either take part of hand our equipment would be appreciated – 10.am 1st August 2026.

WE58 26/27 Date of next meeting – Tuesday 22nd September 2026

There being no further business the meeting closed at 8.15pm.

Chairman.....

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