



**MINUTES OF THE FULL COUNCIL MEETING
HELD ON TUESDAY 11TH FEBRUARY 2024**

Present: **Cllr Harrison** **Cllr Baker** **Cllr Braiden**
 Cllr Foxall **Cllr O’Connell** **Cllr Roberts**
 Cllr Rymer **Cllr Sanford** **Cllr Shankland**
 Cllr Thornhill **Cllr Tyrer**

In attendance : **Vanessa Lawrence, Roz Morton (Clerks), District Cllr Vann, 3 x MOP’s**

- 193** **24/25** **Apologies for absence**
Apologies were received from District Cllr Wilkinson, County Cllr Morris
- 194** **24/25** **Declarations of Interest in Items on the Agenda**
None
- 195** **24/25** **To approve the Minutes of the Town Council meeting held on the 14th January 2025.**
It was **RESOLVED** to approve the Minutes of the Town Council meeting held on the 14th January 2025 as a true and accurate record of the proceedings. Proposed Cllr Sanford, seconded Cllr Rymer – all in favour.
- 196** **24/25** **Clerks/Chairman’s report**
The Clerk’s report had been circulated prior to the meeting and covered updates on the following matters: -
VE Day celebration; Cirencester Road lighting, Leaffield Rd path, Internal Audit, Market Place Christmas Tree and Farmors School 3G pitch.

No report from the Chairman.
- 197** **24/25** **To appoint new Councillors to Committees and sub-committees.**
As there are spaces on all the Committees, the new Cllrs – Braiden and Tyrer opted to join the following Committees:-
Cllr Braiden – Finance and Works & Events Committee
Cllr Tyrer – Planning Committee
It was **RESOLVED** to appoint new Cllrs as above. Proposed Cllr Foxall, seconded Cllr Shankland – all in favour.

- 198 24/25 To agree to adjourn the meeting for Public Participation – (there is a 10-minutes time limit if members of the public are present)**
It was **RESOLVED** to adjourn the meeting for Public Participation.
Proposed Cllr Baker, seconded Cllr Foxall – all in favour.

Q: Mrs Basley asked the Council if they could help to resolve an ongoing issue with parking in Back Lane and Gas Lane. She presented the Council with notes and photos.

A: The Clerk reported that this matter had already been raised, on numerous occasions, with Glos. Highways but that this will be followed up.

Q: Max Shankland asked if the Council would consider a litter picking competition.

A: Cllr Roberts said that she would put Max in touch with our Eco warrior – Heather Kent. The Clerk said that we are planning on joining Keep Britain Tidy campaign.

<p>ACTION: Clerk to contact Glos. Highways. Keep Britain Tidy campaign to be added to Agenda for Works & Events meeting</p>

Mrs Basley left the meeting

- 199 24/25 To agree to reconvene the meeting following Public participation, if applicable.**
It was **RESOLVED** to reconvene the meeting – all in favour.

- 200 24/25 Chairman’s announcements**
None

- 201 24/25 To consider correspondence received (for information only – emailed)**
Correspondence e-mailed throughout the month.
- Village of the Year – Volunteers required to join a group. An updated ‘Health Check’ is being organised and categories from this can be used to inform the questionnaire.
 - BAC Quiz night – The Chair asked if any Cllrs would like to participate and to let the office know.

- 202 24/25 To receive reports from meetings attended.**
- **Fairford Water & Sewage Issues Joint Working Group** – meeting took place on the 20th January – Minutes have been circulated. The Chair has been in communication with Laurence King (CDC) regarding options for Lakeside residents and it was agreed that this was a matter for Thames Water and Glos. Highways to deal with.
 - **Lakes By Yoo** – Meeting on the 11th February – Flooding from the river and river management to be looked into, such as problem areas, blockages, mapping problem areas, suggestion for solutions, talking to landowners (riparian owners), talking to the EA to ensure support from them to avoid problems for landowners.
 - **VE Day celebrations** – Meeting 10th February – Cllr Roberts reported that representatives from the Cricket Club, RBL and FTC met to discuss a joint venture for events to celebrate VE Day. Proposals range from a film to be shown on the Saturday evening and then a picnic event on the Sunday

, with bands, military vehicles, and afternoon teas. FTC will facilitate. This to be discussed in detail at the next W & E Meeting.

ACTION: Clerk to add this item to the Agenda for the next W & E Meeting.

203 24/25 To receive report from District & County Councillors (e-mailed) 5 minute time limit.

Reports were circulated prior to the meeting. Reports held with the Minutes.

No questions were raised.

District Cllr Vann left the meeting.

204 24/25 To receive reports from Project Groups:

Transport Plan – report circulated prior to the meeting

CHS Playing Field – The Chair reported that he has been in contact with the Rugby Club and Youth Football Club to ascertain whether they had any objections to young people using the field. He reported that no objections were raised other than that children should not play in the goal mouth.

The Works & Events Committee to consider how best to communicate this to residents.

ACTION: Clerk to add this to the Agenda for the next W & E Committee meeting.

Community Building – nothing to report

Multi-use path - Report circulated prior to the meeting.

FINANCE

205 24/25 To receive Minutes from the Finance meeting on the 7th January 2025

The Minutes of the Finance Committee meeting held on the 7th January 2025 were received with no comment.

206 24/25 To receive report from Chair of Finance

Cllr Foxall reported that following agreement for a 4% increase for the Precept, indications on inflation figures of 3.7% confirm that our decision was correct.

207 24/25 To approve, retrospectively, payments to the end of January 2025 (£24068.39)

It was **RESOLVED** to approve, retrospectively payments to the end of January. Proposed Cllr Foxall, seconded Cllr Sanford – all in favour.

208 24/25 To receive income & expenditure figures against budget for January 2025

The Income & Expenditure figures against budget for January 2025 were received with no comment.

209 24/25 To consider and agree reconciliation report for January 2025 –

It was **RESOLVED** to agree reconciliation report for January 2025. Proposed Cllr Foxall, seconded Cllr Shankland – all in favour.

PLANNING

210 24/25 To receive the Minutes of the Planning Committee meeting held on the 21st January and 4th February (unapproved)

The Minutes of the Planning Committee meetings held on the 21st January and the 4th February 2025 were received with no comment.

- 211 24/25 To receive report from Chair of Planning**
The Chair's report had been circulated prior to the meeting.
- 212 24/25 To invite members of the Council to join a working group to formulate questions for a Fairford Health check questionnaire**
Cllr Harrison reported that at the Planning meeting it had been agreed that long term the Neighbourhood Plan would need to be updated and that information obtained from a Health check questionnaire would assist in this process. It was agreed to create a Working Group from the whole Council to look at what questions might be asked. Cllr Harrison asked if any Cllrs would consider joining this group Cllrs Tyrer, Shankland, Braiden and Rymer all agreed to be involved. A meeting to be arranged. Cllr Roberts asked if the entire Council could be copied in on meeting dates and times. Cllr Shankland said that this would be helpful for updating the transport plan.

<p>ACTION: Clerk to arrange a suitable date and time for the first meeting of this working group and to advise Full Council</p>

WORKS & EVENTS

- 213 24/25 To receive Minutes of the Works & Events Committee meeting held on the 28th January 2025**
The Minutes of the Works & Events Committee were received with no comment.
- 214 24/25 To receive report from Chair of Works & Events Committee**
Cllr O'Connell reported that preparations for this year's Christmas Market were already underway and that the VE Day celebration event would be considered at the next meeting. A litter pick event would also be discussed at the next meeting.
- 215 24/25 To consider and agree recommendation from W & E Committee for change of format for the Annual Town Meeting.**
The Clerk reported that at the last W & E Committee discussion took place regarding changing the format of the Annual Town Meeting to make it less formal. The suggestion is to hold the event on a Saturday afternoon in May (Date 24th May) in the Palmer Hall 2pm to 4pm, to have stalls for each organisation able to attend so that members of the public could choose who they wished to talk to. The Chairman of the Council would give a brief summary at the beginning of the event, and announce winners of Citizen of the Year etc. Questionnaires would be available to seek the opinion of the public on the changes in format and this information would be brought back to the Council for consideration for next year's Annual Town Meeting. The Annual Report would be available. Cllr O'Connell said that this would be trialled for this year to see whether this approach is preferred. Following discussion it was **RESOLVED** to trial this for this year. Proposed Cllr O'Connell, seconded Cllr Thornhill – all in favour.

<p>ACTION: Clerk to book the Palmer Hall and to make contact with all organisations to inform them of the proposed changes and to publish this accordingly</p>

216 24/25 To consider and agree the best way forward with the Community Emergency Plan.

A draft amended version of the Emergency Plan had been circulated to the Council prior to the meeting. It was agreed that work needed to be done to improve this to make it easier to use. Cllrs Braiden, O’Connell and Roberts said that they would be willing to oversee this and it was agreed to look at this in detail as part of the Works & Events Committee brief. The Clerks were asked to fact find Community Emergency Plans that other Councils might be using.

ACTION: Clerk to research other Community Emergency Plans and to add this matter to the Agenda for the next W & E meeting .

OTHER MATTERS

217 24/25 To consider and agree to sign the sub-lease between FTC & Acorn Developments re. CHS playing field, and side letter for GCC, when said documentation, signed by Acorn, is received.

Cllr Foxall explained that final underlease to Acorn and side letter to GCC had not yet been sent to the Council. As soon as it has been received this will be made available to the Council. It may prove that agreement will be reached before the next Council meeting and therefore authority is required from the Council to allow Cllrs Foxall and Harrison to sign, on behalf of the Council, the underlease and side letter to GCC as soon as agreement has been reached and signed off by both Acorn Developments and GCC. Following discussion it was **RESOLVED** to allow Cllrs Foxall and Harrison to sign the relevant documents, on behalf of the Council, subject to approval by e-mail from Councillors.

ACTION: Cllrs Foxall and Harrison to sign the documents upon approval from Full Council (by e-mail)

218 24/25 Anything the Chair considers urgent

Councillors were advised of the sad death of Albert Alder, who was groundsman for Fairford Town Council for many years and retired some years ago. Albert was 97 years of age.

219 24/25 Date of next meeting – 11th March 2025

There being no further matters to discuss the meeting closed at 8.15pm

.....Chairman

.....2025