

DRAFT

MINUTES of the **Works Committee Meeting** held on
Wednesday, 20 July 2022 at 6.00 p.m. at the Parish Centre, Gerald's Way
in accordance with notice given

In the Chair: Cllr Lilly

Present: Cllrs Mayo, Oakley, D Taylor

In attendance: Clerk & Chris Attwood

W.01.07.22 CHAIR – In the absence of both the Chair and Vice Chair, Cllr D Taylor proposed Cllr Lilly as Chair, seconded by Cllr Mayo and unanimously agreed.

W.02.07.22 APOLOGIES – Cllrs Samaroo, L Taylor and Wood for personal reasons.

W.03.07.22 PUBLIC PARTICIPATION – none

W.04.07.22 DECLARATIONS OF INTEREST – none

W.05.07.22 MINUTES OF LAST MEETING

Cllr Oakley proposed, “**acceptance of the minutes of 15 June 2022**”. There were 2 abstentions.

W.06.07.22 CLERK’S REPORT – attached

W.12.06.22 Jubilee Telephone Kiosk – The resident maintaining the Silver Street kiosk does not want the kiosk painted purple.

Jubilee bus shelter, The Ridgeway – Cllr Samaroo met with the artist. Suggestions have been made and the artist will submit a proposal for the council to consider.

MCH69 Marle Hill – we are waiting for a date when the work can be carried out. Once this is to hand, it is planned to put letters on vehicles asking them not to park in the area on that date/s. Cllr Lilly has spoken to a resident in the area who is happy to accommodate some vehicle parking on his land.

GCC Integrated Transport – they will install bus stop posts and flags where required. It was agreed to display a notice on the Frithwood Park bus shelter advising that the bus stop opposite has been moved further down, near to the steps. **ACTION: Clerk**

Bussage Pleasure Ground saplings – a local resident reported that the saplings were getting very stressed through lack of water and the two Silver Birches at the Brownhill end are very sickly. The resident has watered and has offered to continue to water. The person who planted the saplings has now been advised and will water on a more regular basis in future. The same resident, who litter picks on a daily basis, has advised that he will be away for the whole of September and has asked that Councillors carry out this responsibility whilst he is away. **ACTION: All**

Posts around The Old Common are continuously having to be replaced. A lot are rotten at the bottom and the ones at the back of the Parish Centre are deteriorating. There are posts around the green at Stonecote Ridge that are not a problem to-date but could be in the future. It was agreed to put this on the next agenda. **ACTION: Works agenda**

W.07.07.22 REFERRALS

FC12.07.22 – Grass cutting/overgrown foliage – this issue will be discussed under agenda item 9.

W.08.07.22 CORRESPONDENCE

1. **Chalford Band** has emailed advising of a need to level up parts of the access track to the band and has asked if the Council could help with this. They have suggested that the Council sources the stone and they provide the labour/machinery to lay and compact. Cllr Oakley had considered this request and advised of two options:
 - a. Use the planings remaining in the car park at the bottom of Frith Wood together with a further supply from Highways that is hoped will be free of charge. If this is the case, there would be a delivery charge in order to get the delivery quickly, possibly £100.
 - b. Hire a JCB to dig and level out the track. It was agreed to investigate the cost of the hire.
2. Wooded area on The Frith, nearing Bussage Pleasure Ground – a resident has advised that this area is many centuries old and is ancient woodland. The resident has recommended that the Council investigates how it can be protected to prevent any development of the area. If there are trees to be protected, the Council could apply for Tree Preservation Orders. To be investigated.
ACTION: All/Clerk
3. **France Lynch P.G. wall** – a resident has emailed regarding an entrance that was recently widened free of charge that has been capped poorly. This will be rectified.
4. **Chalfest** - a resident has contacted us asking that a community consultation is carried out before permitting another Chalfest, questioning whether it should be an annual event. The resident asked if the yellow hoops and hard surfacing at one of the playing field's entrances is permanent, stating that the continued urbanisation of the parish is eroding its rural character. Re the latter question, the resident has been advised of the objective of this installation and is happy with the response. The consultation suggestion will be referred to the Trustee.

W.09.07.22 WORKS BUDGET

Committee members considered the current budget. The Clerk has transferred the cost of the Friends of Frith Wood survey to the Trees earmarked reserve as initially agreed. The Bus Shelter cost of £1856.60 is for the vandalism of the new shelter at the end of The Ridgeway. The insurance payment of £1756.60 was paid to us in the previous tax year and is in the General Reserves. To offset the cost, the Clerk will transfer the insurance payment as a receipt to this budget.

ACTION: Clerk

Committee members were furnished with a current copy of the Earmarked Reserves chart.

W.10.07.22 GRASS CUTTING

Cllr L Taylor had expressed concern at the poor state of the Parish with uncut grass/weeds growing out of kerbside gutters, a Brownhill road overgrown with foliage scratching vehicles and others areas that appear neglected. Cllr Lee has said that common sense needs to prevail and grass cut back where sight lines are obstructed and/or walls/vehicles could be damaged. Different areas need different treatment.

Bussage and France Lynch Pleasure Grounds – one quote has been received for a higher cut of both playing fields, £1440 and £2160 respectively. Other companies were asked to quote but have declined to quote for different reasons. Cllr Oakley advised that the France Lynch P.G. quote is a 12.5% increase over the current year. Cllr Lilly asked for quotes for a lower cut for both areas as a comparison. The Clerk will contact other companies should they be willing to quote for higher and lower cuts. Cllr L Taylor has emailed asking the committee to consider cutting the long grass around the edge of France Lynch P.G. due to the hot weather and wild fires. It was agreed to cut the entrance to Chalfest at France Lynch P.G. but to leave the remainder long.

The Vatch – we received thanks for not cutting this area to enable the wildflowers to flourish. We have now received a request from a resident to cut back the area. The resident has witnessed dog owners not picking up after their dog has been allowed to foul in the long grass. The resident is also concerned at the dry grass and the risk of fires near to a residential area. It was agreed to cut back the grass at the beginning of August. **ACTION: CA**

A419 Triangle – Chris Attwood has met with Biodiversity representatives and has agreed to cut half a metre around the edge of the area.

W.11.07.22 FRIENDS OF FRITH WOOD

Cllr L Taylor has emailed stating that Frith Wood is owned by Chalford Parish and that the Council/Councillors should have complete control of it. The Council has an arboriculturist who carries out inspections and work and this should include Frith Wood. It seems irrational for more expense to be incurred asking another company to carry out further inspections.

Committee members were furnished with a copy of MDH Forestry Services' survey of Frith Wood prior to the meeting. In addition, FOFW has provided an update attached. The actions suggested were agreed. Currently, we are not in a position to support the final statement, "any support that may be needed in the future." as we need specifics to consider as and when they occur.

W.12.07.22 FRITH WOOD TREE INSPECTION

As per our Tree Policy, the trees in the Parish part of Frith Wood are to be inspected in the autumn. Once the results of the inspection are to hand, it will be discussed with Friends of Frith Wood to agree how to proceed. Cllr Lilly proposed, **"we instruct Sam Kelly Tree Surgery Ltd. to carry out an inspection of the Frith Wood trees."** This was seconded by Cllr Oakley and unanimously agreed. **ACTION: Clerk**

W.13.07.22 CN2030 ACTION PLAN

A copy of the plan from January 2021 was given to all committee members prior to the meeting. Cllr Oakley advised that it was not the final plan. Cllr Oakley will amend and forward a copy of the final copy. The committee considered the relevant parts of the plan.

Natural Environment – Actions 8,9 and 10 and part of 11 has been actioned, a great deal of which has been achieved by ChalCAN.

Economy – Action 20 – Works purchasing takes our commitment to CN2030 into consideration when placing orders.

Waste and Resources – Action 24 – the committee supports the practice of reducing, reusing, recycling and composting and will encourage households and allotment tenants to do so. Action 25 – Community Composting – although this subject has been investigated several times we have not yet achieved community composting. It was agreed to retain this action.

The above will be reported to Full Council in October when a full review of the plan will be undertaken. **ACTION: FC October**

W.14.07.22 CEMETERY

It was suggested at Full Council that we only permit cremations in the future. There are currently approximately 20 grave spaces available and lots of cremation space. It was agreed to continue with graves until they are all taken, after which it will be cremation space only.

W.15.07.22 BUSSAGE PLEASURE GROUND

A resident has asked for permission to use a gas barbeque at a party in Bussage Pleasure Ground in August. The Committee considered the request. Due to the dry weather and children playing, it was agreed it would be too much of a risk. If one is permitted, others could follow. When renewing the signs in the playing fields, 'no barbecues' to be added. **ACTION: Clerk**

W.16.07.22 FOOTPATH GROUP

a. Report - Cllr Oakley's report is attached. Frith Wood - Waymarks – these will be done tomorrow. Accessibility of Tanglewood Way (Tesco entrance) – Cllr Oakley is due to meet soon with two residents to consider how to proceed with accessibility of the entrance. Gate at bottom of the Wood in the car parking area – Cllr Oakley will speak to our PROW Officer about making this more accessible. It is suggested that the main gate could be removed and replaced with some form of barrier. MCH13 exit – currently it exits out of trees directly on to the road. It is suggested that this path is realigned to join MCH16 rather than the road. It was agreed that Cllr Oakley will speak to our PROW Officer about the above points.

b. Tasks – MCH105 – Repairs to Baptist Church dry stone wall – the committee considered and agreed the details. The Baptist Church to be invoiced for £60 to cover the cost of the concrete. France Lynch and Bussage Pleasure Grounds various paths – Improving accessibility to pleasure grounds – cost will be approximately £530. The above was approved in principle.

W.17.07.22 CHRIS ATTWOOD WORK IN PROGRESS REPORT

A copy of the June/July report was given to all committee members prior to the meeting. Chris Attwood reported that the new flail will be fitted next week. The cutting of the 'daffodil bank' on The Ridgeway can be done following that.

W.18.07.22 WARD MATTERS

Cllr Mayo had reported a problem with an overgrown tree in Eagle Close. The Clerk will follow this up. **ACTION: Clerk**

Dog bin Highfield Way – the dog bin has been removed from the lay by but has not been replaced at the start of Accommodation Lane, as requested. The Clerk will investigate. **ACTION: Clerk**

Abnash – overgrown foliage from a property is obstructing the highway. The Clerk will investigate and send a letter to the householder. **ACTION: Clerk**

W.19.07.22 ANY OTHER MATTER – none

There being no further business, the Chair closed the meeting at 7.25 p.m.