

MINUTES of the **Works Committee Meeting** held on
Wednesday, 19 April 2023 at 6.00 p.m. at the Parish Centre, Gerald's Way
in accordance with notice given

In the Chair: Cllr Samaroo

Present: Cllrs Lilly, Mayo, Oakley, D Taylor, L Taylor

In attendance: Clerk & Chris Attwood

W.01.04.23 APOLOGIES – none

W.02.04.23 PUBLIC PARTICIPATION – none

W.03.04.23 DECLARATIONS OF INTEREST – none

W.04.04.23 MINUTES OF LAST MEETING

Cllr Oakley proposed, “**acceptance of the minutes of 15 March 2023 with the above amendments**”. This was seconded by Cllr Lilly and unanimously agreed.

W.05.04.23 CLERK’S REPORT – attached

Band hall track – the band said they don’t need broadband. Gigaclear has said there is no cost for the laying of cables currently but if required in the future there would be a cost. The band has no objection to the cables being laid now if it is free but they leave the decision to the Council. The work diagram supplied shows the cables would be laid alongside the track and possibly over the Parish Bank. ChalCAN has been made aware of the possibility of this work as it could cut across planting they have carried out. We are waiting for ChalCAN to advise their thoughts on this. Cllr L Taylor said that it would be better if the cables were laid along the inside of the track. This would achieve our aim of resurfacing this area. It was agreed that Cllrs Samaroo and L Taylor will meet with a Gigaclear representative. **ACTION: Clerk**

W.09.03.23 Dorington Court Planting – This is public open space so does not need Highway approval. Shrub planting along the fence line – advice is that care should be taken if shrubs are planted here as they could damage the fences. Ongoing maintenance to be taken into consideration. Cllr D Taylor had spoken to some households in the vicinity and they are concerned about any shrub planting by the fences. We are waiting for advice from ChalCAN as to the planting of shrubs and tree/s. **ACTION: Clerk**

Grass cutting – three concerns have been received today. Stroud District Council has cut several areas recently and have carried out short cuts in all these areas. Residents are comparing our high cutting with these and have made complaints. Alder Way – a resident has said that the longer grass hides dog fouling and children play in this area. The resident has asked that the grass is cut back to eliminate this risk. The Vatch – a resident has asked why only a 1 metre strip of grass has been cut. Chris Attwood will be cutting the whole area tomorrow. Stonecote Ridge – a resident has pointed out that children play on the grassed area and asked why it is only cut twice a year. The resident advised that it was cut more regularly when Bisley with Lypiatt dealt with the maintenance. We had agreed to cut a 1 metre strip fortnightly on a high cut around the edge, plus the walked path mowed across the south edge and a high cut for the remainder on a monthly basis. Cllr Mayo reminded the Committee that when agreeing our mowing regime we had said it would be reviewed at a later stage. Cllr Mayo said that we should take all requests into consideration and if children play on a particular area there may be a need to maintain those areas differently. Cllr L Taylor referred to the ‘daffodil’ bank that was not cut back sufficiently last year. Grass cutting to be reviewed at a future Works Committee meeting. **ACTION: Works Agenda**

W.06.04.23 REFERRALS – none

W.07.04.23 CORRESPONDENCE – none

W.08.04.23 WORKS BUDGET

Committee members were furnished with the end of year budget figures prior to the meeting. The Committee considered the figures and agreed the following budget surpluses to be carried forward to the 2023/24 year:

7110 Vehicle Repairs – there is an outstanding invoice to be paid for the tractor service amounting to £749.17 (plus VAT). It was agreed to carry forward the surplus in this budget of £436.59 towards the cost.

7330 Grit and Litter Bins – the dog bin in Frith Wood car park is disintegrating. It was agreed to carry forward £500 towards the cost.

7710 Contract Labour – it was agreed to carry forward £500 towards the cost of labour in 2023/24.

Cllr Lilly proposed, **“we carry forward to the 2023/24 financial year, the above amounts.”** This was seconded by Cllr Wood and unanimously agreed. **ACTION: RFO**

W.09.04.23 CEMETERY FEES

The Committee considered the current fees. Cllr Wood proposed, **“we increase the fees on each item by £10 wef 1 April 2023.”** This was seconded by Cllr Lilly. There was one objection. **ACTION: Clerk**

New cemetery land – Cllr L Taylor advised that the area of land near the top of Toadsmoor is being cleared and suggested contacting the owner should they be interested in selling the land. The owner of the land at Eastcombe has mentioned that his land is still for sale. It was agreed that Cllr L Taylor will investigate the Toadsmoor land. **ACTION: Cllr L Taylor**

W.10.04.23 PLAYING FIELDS

- a. **Valley** – Bring and Share event – residents have asked for authorisation to hold this event on 21 May 2023. A risk assessment has been supplied. Cllr Lilly proposed, **“we authorise the Bring and Share event on 21 May 2021.”** This was seconded by Cllr L Taylor. There was one abstention. **ACTION: Clerk**
- b. **Valley** – the Scarecrow Trail will take place from 27 May to 3 June. We have been asked to give authorisation for the sale of ice cream on Sunday 28 May. The ice cream is sold from a bike. Cllr Wood proposed, **“we permit the sale of ice creams on Sunday, 28 May 2023 during the Scarecrow Trail.”** This was seconded by Cllr Mayo. There was one abstention. **ACTION: Clerk**
- c. **All playing fields** – a qualified Nordic Walking Instructor would like authorisation to hold beginner workshops, followed by weekly fitness and well being classes and led walks in possibly all three of the playing fields. She will be charging. The Instructor will be asked if she has the appropriate insurance cover. A short discussion took place as to whether we should charge the Instructor for the use of the playing fields. Cllr Wood suggested that we advise the Instructor that we normally charge for the use of playing fields but in this case we will not charge for the first year. Following that a charge will be applied. It was felt that the Valley Playing Field may not be appropriate for this activity. Cllr Lilly proposed, **“we authorise the use of the playing fields for Nordic Walking activities”**. This was seconded by Cllr Wood and unanimously agreed. The Clerk will make the Instructor aware of our thoughts regarding the Valley Playing Field. **ACTION: Clerk**
- d. **France Lynch** – over the Easter weekend, the spring rocker had been vandalised. To replace this play equipment will cost £554 plus VAT. The Clerk has contacted our insurance company.

Cllr Lilly proposed, **“we replace the spring rocker horse body at a cost of £554 plus VAT.”** This was seconded by Cllr Wood and unanimously agreed. It was agreed to claim for the replacement through our insurance company. **ACTION: Clerk**

- e. **Frith Wood Neighbourhood Centre** – a claim has been submitted to our insurers for a seat to replace the one that was stolen in March. Committee members were provided with photos of examples for replacement seats. The committee’s preference was a Marmax recycled seat at a cost of £329 plus VAT. This seat is not as long as the previous one. Cllr Samaroo expressed a preference for a different colour to the brown we usually purchase. Cllr Samaroo proposed, **“we purchase a commemoration seat for the King’s coronation to replace the one that was stolen”**. This was seconded by Cllr Oakley and unanimously agree. The Clerk will let the Committee know the cost of a seat and advise our insurers accordingly. **ACTION: Clerk**

W.11.04.23 FRIENDS OF FRITH WOOD

FOFW has submitted a work approval request to be carried out in Frith Wood from April to December 2023. The work involves the creation of natural hedges, planting as coppicing. The latter involves removing branches growing from the ground to thicken up the trees, making them better for wildlife. This would involve the use of small knives and occasionally a saw. FOFW has supplied a risk assessment. The assessment does not indicate that members of the public would be at risk. When carrying out the tasks, the group must be aware of the proximity of members of the public. Work must cease if a member of the public approaches the working area.

FOFW must have a first aid kit and a mobile available in case of emergencies.

Cllr Oakley proposed, **“we authorise FOFW to carry out the work as detailed above.”** This is seconded by Cllr Wood. There was one objection. **ACTION: Clerk**

W.12.04.23 FOOTPATH GROUP

An up to-date report was submitted by Cllr Oakley prior to the meeting and is attached.

Notes of a meeting in Frith Wood were also given to committee members prior to the meeting, a copy of which is attached.

A representative of FOFW is hoping to meet the Robert Hitchins Assistant Land Manager to discuss the realignment of MCH134 and to make it more natural.

Recently, there was a posting on a local facebook regarding children building ramps to cycle over. The initial post was a criticism, but the responses were in favour of children using the wood for their need. Cllr Oakley said that there is a need for a long term view of the whole community need.

W.13.04.23 CHRIS ATTWOOD REPORT – attached.

Defibrillator – the one at the Methodist Church will remain in situ for the time being.

W.14.04.23 WARD MATTERS

France Lynch P.G. - Cllr Lilly asked Cllr Oakley if more stones could be laid at the Burcombe Road entrance. **ACTION: Clerk**

Cllr L Taylor referred to a pot hole near to Ashley Drive, stating that Highways has visited and filled this hole four times now. Cllr Lilly has been told that the specification has been changed, possibly to do with climate change and the filling is not working as well.

Cllr Mayo referred to the canal towpath, specifically in respect of the tunnel near to Belvedere Mews describing it as very dark and suggested it is painted in a lighter colour. Cllr Lilly said that he had

spoken to County Cllr Turner about the steps near to Belvedere Mews so he will refer the tunnel request to her as well. It is thought that Cotswold Canals Trust is responsible. ***ACTION: Cllr Lilly***

W.15.04.23 OTHER MATTERS

Cllr Samaroo thanked Cllr Lilly for his valuable contribution to the work of this committee over the years. And the Clerk for everything she has done for the committee.

There being no further business, the Chair closed the meeting at 8.42 p.m.