

**Minutes of the Works Committee Meeting** held on  
Wednesday 15<sup>th</sup> November 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 Funnel, Gardiner, Mayo, Oakley, D Taylor, L Taylor, Wood

**In attendance:** Clerk & Chris Attwood

**W.01.11.23 Apologies – None**

**W.02.11.23 Public participation – None**

**W.03.11.23 Declarations of interest – None**

**W.04.11.23 Minutes of last meeting -** Cllr Oakley proposed “**acceptance of the minutes of 18<sup>th</sup> October 2023**” This was seconded by Cllr Mayo and unanimously agreed.

**W.05.11.23 Clerk's Report –**

**Frith Wood tree work –** The SDC consultant tree officer and the new trainee tree officer met with our tree surgeon, Cllr Samaroo and Chris Attwood to discuss the proposed work. Following the meeting the tree officer confirmed that they were happy to grant planning consent. The work will start on 11<sup>th</sup> December until 15<sup>th</sup> December. MCH will need to be closed for the duration of the works, GCC now charge for a footpath closure, this will cost £455. The Clerk will complete the necessary paperwork.

**ACTION: Clerk**

**Works Budget -** Budget figures were provided to the Committee. Cllr Oakley queried the balance of £338 in the allotments budget. The Clerk confirmed that this budget normally shows a zero balance as the charity account manages the allotments accounts entirely. The Clerk will clarify with the RFO and will update the Committee. **ACTION; Clerk/RFO**

**W.06.11.23 Referrals – None**

**W.07.11.23 Correspondence –** ChalCAN planting proposal at Dorington Court/Fream Close has been agreed by SDC. The proposal has not been altered to what the Committee had agreed.

**Garden Trail oak tree planting at FLPG –** As stated in the Clerk's report, this tree has not yet been planted. The tree is being supplied by Cllr Gardiner who confirmed that it is ready for collection. The Clerk will advise the Garden Trail of this so that collection can be arranged and planting can go ahead.

**ACTION: Clerk**

**W.08.11.23 To approve the revised cutting schedule –** As agreed at the last meeting, a sub-group consisting of Cllrs Mayo, Oakley, Samaroo & Wood along with Chris Attwood and the Clerk, met to review the cutting regime. The Clerk compiled a list of comments/concerns and Chris Attwood provided the group with his recommendations prior to meeting. The regime was carefully considered, and 11 areas were amended. Cllr Oakley updated the cutting schedule to reflect the changes, a copy of which was circulated to the Committee for their consideration prior to meeting. Cllr Oakley proposed “**we approve the revised cutting schedule**” This was seconded by Cllr Mayo and unanimously agreed. Cllr Oakley prepared some explanatory text which can be posted to FB and the website to keep residents updated. This can be posted again in Spring. **ACTION: Clerk**

**W.09.11.23 To review the Tree Management Policy –** As agreed at the last meeting, the Clerk amended the existing three-year tree policy to reflect five-year inspections and made the addition that

all ash trees on parish land should be inspected on an annual basis. The Committee were furnished with a copy of the amended policy prior to meeting. Cllr Oakley highlighted that 'The King's Oak' on The Ridgeway should be added to 'other areas'. Cllr Oakley also suggested that an additional point is added to section 3.1 **"Any other justifiable reason that the Parish Council may from time to time determine"**. It was also noted that there is an error in the lettering of section 3 that needs to be corrected. Cllr Oakley proposed **"subject to the suggested amendments we accept the updated tree management policy"** This was agreed by Cllr Mayo and unanimously agreed. The Clerk will send a copy of the amended policy to our tree surgeon. **ACTION: Clerk**

**W.10.11.23 To consider what action to take re Parish Council stone taken from Middle Hill Allotments** – We were advised that a group of residents have built a Cotswold stone wall partially along the boundary of Sycamore Grove, Middle Hill. The resident that built the wall confirmed that those who built the wall took some of the Parish Council's stone from the Middle Hill allotment site. This stone had been earmarked for other projects in the parish. Cllrs Oakley and Samaroo met to look at the wall and took photos which were circulated among the Committee. The Clerk is liaising with the developer, Greensquare Accord who are currently in communication with the residents responsible for building the wall. At this stage, it was agreed that the Committee would not take any action, the consensus was to wait and see the outcome of Greensquare's discussion before deciding upon next steps. The Clerk will keep the Committee updated. It was agreed to make it clear to Greensquare that the PC would like their stone to be returned. **ACTION: Clerk.**

**W.11.11.23 Footpath Group report** - Cllr Oakley provided updates to his report;

The group have now had three sessions in Frith Wood, just one more session could see the work finished.

Edge of path by Tesco a chicane has been put in and the motorcycle inhibitor has been removed.

Bike racks have been installed at Frith Youth Centre using money from the build back better fund.

Cllr Oakley explained that several members of the group had left for various reasons. It was agreed that Cllr Oakley would provide some wording to advertise for footpath volunteers. This will be posted onto parish noticeboards, FB and website. **ACTION: Cllr Oakley/Clerk**

Cllr Samaroo thanked the FWG for all their hard work creating the new path in Frithwood.

**W.12.10.23 Chris Attwood report** – Chris Attwood' report was circulated to the Committee prior to the meeting.

**W.13.10.23 Ward Matters –**

Cllr Gardiner raised concern with the back edge of the pavement along Middle Hill outside Sycamore Grove. The Clerk will contact the developer to see if they can remedy this. **ACTION: Clerk**

Cllr Oakley highlighted that there is a shrub growing across the path near to Bussage Village Hall. Chris Attwood will inspect. **ACTION: Chris Attwood.**

Cllr Taylor raised concern with the management company of Tesco Express car parking area. The drainage problem has not been remedied and the foliage is still overgrown. The Clerk confirmed that the manager at Tesco is liaising with the management company SEP Properties, but they are not responding. This remains a concern despite everyone's best efforts to seek a resolution. Cllr Taylor also highlighted the poor road conditions in Brownhill.

Cllr D Taylor explained to the Committee that he has been looking into new cemetery land and that the costs are not viable; he feels we should not pursue this further at the moment.

Cllr Samaroo asked the Committee if they wanted to meet in December as the proposed meeting date falls on the 20<sup>th</sup> December. It was agreed that the Committee would next meet in January; any urgent matters will be communicated via email.

**W.14.10.23 Any Other Matters** – There being no further business the Chair closed the meeting at 7.30pm.

DRAFT