

Minutes of the Works Committee Meeting held on
Wednesday 16th April 2025 at 6.00 p.m. at the Parish Centre, Gerald's Way
in accordance with notice given

In the Chair: Cllr Samaroo

Present: Cllrs Funnell, Gardiner, Golding, Humberstone, Oakley, D Taylor,
L Taylor, Woodfine

In attendance: Clerk, Chris Attwood

W.01.04.25 Apologies – None

W.02.04.25 Declarations of interest – Cllrs Gardiner and Woodfine declared an interest in agenda item 10.

W.03.04.25 Public participation – One member of public attended to express their dissatisfaction with a public right of way having been blocked by wood chipping in the car park at Frith Wood. Cllr Oakley explained that they were delivered to the car park as Friends of Frith Wood had wanted to use them on the paths within the Parish owned part of the wood, however they no longer require them. The Groundsman confirmed that he will move the chippings to the Brownshill allotment site tomorrow.

W.04.04.25 Minutes of last meeting – Cllr Oakley proposed “**acceptance of the minutes of 19th February 2025**” This was seconded by Cllr Humberstone. There were three abstentions.

W.05.04.25 Clerk's Report –

Cllr Samaroo gave an update regarding the Bussage Pleasure ground project. Cllr Samaroo, Chris Attwood and the Clerk met with the Contracts Manager at Wicksteed to discuss the play inspection report as several risks were flagged on the post installation inspection. The conclusion was that Wicksteed would lay some turf prior to the opening of the play area; they have addressed the concerns with the roundabout, and the self-closing gate needs to be assessed by the manufacturer. The gaps under the fencing will be reduced by Chris Attwood.

The grass cutting season has started, and a few areas were initially missed by SDC however they have now been cut. SDC have confirmed that a new contract between themselves and the PC is not required in relation to the four areas of SDC land that the PC handed back to SDC to manage. SDC signage explaining how they are managing various areas of land have now been approved and are waiting installation.

The steps in-between Marle House and Vale House on the High Street have been cleared of vegetation and signage installed by GCC, however the debris, stones, rubble etc needs clearing to make them as safe as possible; the Assistant Groundsman will do this next week.

Anti-social behaviour – The Groundsman has noticed that over the past week, 16 wooden posts have been damaged on The Old Common, these have been collected by the Groundsman. The damaged posts are in the same area of The Old Common as the monument which has also recently been damaged. The damage has been reported to our PCSO, who will further investigate. Cllr Samaroo explained that this area of land belongs to SDC, however years ago the PC installed wooden posts, with SDC's permission to prevent cars from parking on the grass. The PC are therefore responsible for the maintenance of the wooden posts and are currently in the process of replacing the wooden posts with recycled plastic, this is not only costly to the PC but time consuming for the Groundsmen, some consideration needs to be given as to whether there is still a need for posts. This will be added to the May agenda; Cllr Samaroo asked members to give this some thought before May's meeting.

There has also been an increase in graffiti around the parish. Our PCSO called earlier as she had received a report of a particularly offensive piece of graffiti on a bus stop, the Clerk confirmed that our Groundsman removed this immediately prior to the call from the PCSO. Following a discussion, the Committee asked the Clerk to approach the resident who had kindly removed many areas of graffiti in the past to see if this is something that he would be willing to do again. **ACTION: Clerk**

W.06.04.25 Correspondence –

Sophie from Friends of Frith Wood emailed Cllr Samaroo to draw attention to the wood chippings in the car park blocking the public right of way (PRoW). This matter was addressed earlier in the meeting under agenda item 3. Sophie confirmed that as the paths are now dry the woodchip is no longer needed to use on the paths within the wood.

Cllr L Taylor queried the public rights of way through the wood. The Clerk will send Cllr L Taylor a map which shows the PRoWs. **ACTION: Clerk**

A concern was raised about the management of the green triangle on the A419. ChalCAN's Biodiversity group manage this area of Highways land. The Clerk explained that she has contacted ChalCAN to ask what their plan is for the management of this piece of land this year. Cllr Woodfine volunteered to take a look at the area. **ACTION: Cllr Woodfine**

Beech Lane, further to my report, ChalCAN will be meeting soon to discuss the proposal to plant on the Highways verges on Beech Lane. When they have considered the proposal, they will submit this to the Works Committee for consideration, and if approved, the PC will apply for a licence to cultivate from Highways. The Clerk explained that a resident has contacted the PC about this and feels that residents of Brownshill are consulted about any plans for the verges, this has been conveyed to ChalCAN.

W.07.04.25 Works Budget – The RFO provided a report, there were no questions.

W.08.04.25 Apple Tree Planting on the green at Sturmyes Road, France Lynch – A resident submitted a proposal to plant two apple trees on this area of land. This land is common land, and the PC maintain it. The residents surrounding the green have been consulted and are in favour of the planting. Cllr Woodfine raised slight concern regarding fallen, rotting fruit if the fruit was not picked. The Clerk confirmed that she had spoken to the resident about this, and the resident will be responsible for watering the trees, maintenance and gathering fallen fruit. Following a brief discussion Cllr Oakley proposed **"we approve the planting of two apple trees on this area of land"** This was seconded by Cllr L Taylor and unanimously agreed. **ACTION: Clerk**

W.09.04.25 Alder Way Bin – A resident raised concern with the volume of litter which gathers on the footpath which leads from Alder way to Foxes Close. The Clerk contacted SDC who carried out a litter bin assessment but unfortunately, they declined the installation of an additional litter bin in this area. However, they did suggest relocating the bin at the far corner of Alder Way along the green approximately 50 feet so that the bin is located opposite the footpath, as this is a parish bin, our Groundsmen would need to carry out this work. Following a brief discussion Cllr D Taylor proposed **"we allow the Groundsmen to re-locate the bin from Alder Way corner along the periphery of the green by approximately 50 feet so that it is located opposite the path that leads to Foxes Close"** This was seconded by Cllr Humberstone. There was one abstention. **ACTION: Chris Attwood**

Cllrs Gardiner and Woodfine left the meeting at 7.07pm while agenda item 10 was discussed.

W.10.04.25 France Lynch Pleasure Ground Chalford Hill Primary School PTA Firework Event 2025 – Chalford Hill Primary School's PTA have submitted their request to hold their annual firework event on Saturday 8th November 2025. They have obtained the relevant footpath closures from GCC and have submitted their risk assessment and public liability insurance documents. Cllr Oakley

proposed “**we allow Chalford Hill Primary School’s PTA to proceed with their firework event in France Lynch Pleasure Ground on 8th November 2025**” This was seconded by Cllr D Taylor and unanimously agreed.

Cllrs Gardiner and Woodfine re-joined the meeting at 7.08pm.

W.11.04.25 Valley Pleasure Ground – Cllr Samaroo explained that France Lynch and Bussage pleasure grounds have both had improvements made to them, and the next project should be focused on the Valley pleasure ground. Everyone agreed. Cllr Samaroo proposed “**our next play equipment project will be in Valley pleasure ground. We set up a working group to start investigations**” This was seconded by Cllr Humberstone and unanimously agreed. Cllrs Gardiner, Humberstone and Samaroo volunteered to form the working group. **ACTION: Cllrs Gardiner, Humberstone, Samaroo and the Clerk.**

W.12.04.25 a) Footpath Group report – A copy of Cllr Oakley’s report was circulated to the Committee prior to the meeting. Cllr Oakley reported that the work on Rack Hill should be finished by tomorrow and he is pleased with how it has gone. He expressed his sincere thanks to Chris Attwood without whose help this project would have been very difficult, and also thanks to the resident who has been providing tea and cake!

Cllr Oakley met with members of Chalford Sports and Social Club to see if the FWG could assist with any of the improvements to accessibility that are being made. Unfortunately, the accessibility work is beyond the remit of the FWG, however the FWG are going to be able to rebuild the wall and cut the ivy away.

Cllr Samaroo gave thanks to the FWG volunteers for their hard work in all weathers.

W.13.04.25 Chris Attwood’s report – A copy of Chris Attwood’s report was circulated to the Committee prior to the meeting. Cllr Gardiner asked Chris if he is happy with the new vehicle. Chris Attwood confirmed that he is very happy, and he is receiving lots of positive comments about it from residents.

W.14.04.25 Ward Matters – Cllr Oakley advised that the new plaque on The Ridgeway by the ‘Jubilee Oak’ has now been installed by Chris Attwood.

Cllr L Taylor queried the new signs in the pleasure grounds as they stipulate ‘no motorised vehicles’ Cllr L Taylor asked if this applies to mobility scooters. Cllr Samaroo confirmed that motorised vehicles refer to electric scooters, motorcycles etc, and that users of mobility scooters use the pleasure ground.

Cllr L Taylor raised concern with vehicles parking in front of the access point on the Velhurst Drive side of Bussage pleasure ground. It is difficult to prevent cars from parking here, notices were considered but may be difficult to position. Chris Attwood will take a look to see if anything can be done to prevent parking. **ACTION: Chris Attwood.**

Cllr Gardiner has noticed that there is Japanese knotweed along the canal path by the lock/bench. This needs to be dealt with before it spreads. The Clerk will investigate who this piece of land belongs to and will advise them of the Japanese Knotweed. **ACTION: Clerk**

Cllr Samaroo advised that Cllr Beioley had raised the maintenance of the boules court at Bussage pleasure ground as he and some friends are using it. Chris Attwood has been to look, it needs weeding, tidying and the gravel needs to be topped up. **ACTION: Chris Attwood**

Cllr D Taylor explained that he and Cllr L Taylor are on the cemetery land working group and that the PC has been searching for suitable land for many years to no avail. Now that burial space at the Frithwood Cemetery is being increased, there may be no need to pursue this any longer. Cllrs D Taylor and L Taylor will discuss and may request this be added to the next Full Council agenda. **ACTION: Cllrs D Taylor and L Taylor.**

W.15.04.25 Any Other Matters - There being no further business the Chair closed the meeting at 7.23 pm.