

Minutes of the Works Committee Meeting held on
Wednesday 21st May 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, Oakley, D Taylor, L Taylor

In attendance: Clerk, Chris Attwood

W.01.05.25 Elect a Chair – Cllr Oakley proposed “**Cllr Samaroo as Chair**” This was seconded by Cllr L Taylor and unanimously agreed. There were no other nominations.

W.02.05.25 Elect a Vice Chair – Cllr D Taylor proposed “**Cllr Oakley as Vice Chair**” This was seconded by Cllr Funnell and unanimously agreed. There were no other nominations.

W.03.05.25 Apologies – Cllrs Gardiner, Golding, Humberstone, Woodfine

W.04.05.25 Declarations of interest – None

W.05.05.25 Public participation – None

W.06.05.25 Minutes of last meeting – Cllr Oakley proposed “**acceptance of the minutes of 16th April 2025**” This was seconded by Cllr L Taylor and unanimously agreed.

W.07.05.25 Clerk's Report –

Updates to the Clerk's report:

Japanese Knotweed – At our last meeting Cllr Gardiner flagged an area of Japanese knotweed on the canal path. The Clerk confirmed that this area is managed by the Cotswold canals Trust who explained that they treated the area last year, they have treated it again this week and have asked us to keep an eye on how it responds to treatment and to let them know if the treatment has worked.

Bussage Pleasure Ground fenced Play Area – The manufacturers have now visited the site and have carried out repairs to the self-closing gate, it now works perfectly.

Ash Trees at Middle Hill Allotments – Chris Attwood confirmed that there are two Ash Trees on Charity land and they both appear to have Ash Dieback Disease. The Clerk will contact three Tree Surgeons to obtain quotes for this work; it was noted that there is £2500,00 in the tree budget.

ACTION: Clerk

Valley Pleasure Ground Mole Hills – Our Neighbourhood Warden has received a concern about the moles bringing up debris which includes sharp pieces of glass and pottery, concern was also raised about pieces of asbestos being brought to the surface. The Clerk explained that the Works Committee have discussed and carefully considered this problem in the past and provided copies of relevant minutes. The Neighbourhood Warden visited the site and thought he could see pieces of asbestos and has reported this to the Contaminated Land Officer at SDC who will advise if the Council need to take any further action. Chris Attwood stated that the mole hills do impede the mowing, and they do affect the tractor as the ground is undulating, and this is getting worse each year. However, he has never seen pieces of asbestos. The Committee agreed that this is a difficult problem to tackle and asked the Clerk to add this matter to the June agenda for further consideration. **ACTION: Clerk**

W.08.05.25 Works Budget – The RFO provided financial information which was circulated prior to the meeting, there were no questions.

W.09.05.25 Correspondence – Various emails have been received in relation to the cutting of areas of land and footpaths; this is normal for this time of year.

W.10.05.25 To consider the Committee's Terms or reference – Cllr Oakley proposed “**we accept the Committee's Terms of Reference with no amendments**” This was seconded by Cllr L Taylor and unanimously agreed. **ACTION: Clerk**

W.11.05.25 France Lynch Pleasure Ground – To consider a request from Chalford Band to hold a picnic in the park concert. Cllr Samaroo commented that this may provide an opportunity for local businesses to collaborate such as Pudney Pie café, Chalford Sports and Social Club etc. The Clerk agreed and confirmed that the Band would like to know that they can use the land before they plan the finer detail. The event would be subject to the necessary risk assessments being completed and assured the Committee that she will keep them updated on the finer detail. Following a fairly brief discussion, Cllr L Taylor proposed “**we allow Chalford Band to hold a picnic in the park event in France Lynch Pleasure ground on Sunday 7th September**” This was seconded by Cllr Samaroo and unanimously agreed. **ACTION: Clerk**

W.12.05.25 The Old Common Posts – In her report the Clerk provided costings to show how much has been spent to date and a forecast showing how much we could expect to spend in the future replacing the wooden posts, this was circulated to the Committee prior to meeting. Cllr Funnell felt that if the posts were removed this could create a problem with parking on the green. Given the recent spate of vandalism, members accepted that the posts could not be replaced immediately due to other priorities. As this can be a time-consuming task, Cllr Funnell offered to assist the Groundsmen if necessary. Following a fairly lengthy discussion Cllr Funnell proposed “**we continue with the current regime to replace the wooden posts on the Old Common with recycled plastic posts**” This was seconded by Cllr D Taylor, there was one abstention. Cllr Samaroo suggested that the RFO purchases some lengths of post so that the Groundsmen can cut them to size on rainy days in readiness to be used. The Clerk was asked to contact SDC to ask for some support with funding the maintenance of the posts. **ACTION: Clerk/RFO/Groundsmen**

W.13.05.25 Middle Hill Allotment Vacant Plots – The Assistant Clerk has received some concerns from allotment tenants at the Middle Hill site regarding vacant, overgrown plots. She gathered quotes from three local companies to have three of the particularly poor plots dug over as these are not in a suitable condition to rent out. One company quoted £3000.00, and two companies quoted £900.00, therefore, it would not be viable to proceed with contracting someone to carry out this work. If the Groundsmen carried out this work it would cost two days digger hire, at approx. £160.00 plus their time; the work could be carried out in July and Chris could dispose of any rubbish that is uncovered; this may result in the skip being filled more quickly than usual. As Lucy is receiving concerns about overgrown plots, Chris will trim these down. Cllr D Taylor proposed “**we allow the Groundsmen to carry out the necessary work to improve the unkempt, vacant allotment plots at the Middle Hill allotment site, and we approve spending of up to £200.00 for the Assistant Clerk to hire a digger**” This was seconded by Cllr Funnell and unanimously agreed. **ACTION: Assistant Clerk**

W.14.05.25 Footpath Group

- a) **Report** – A copy of Cllr Oakley's report was circulated to the Committee prior to the meeting.
- b) **Task MCH128 Blackness Bank Steps** – In March the Committee approved this project proceed, however, as the work has progressed it has become apparent that different materials are required for the job and the cost of the project has increased, although GCC may be able to provide some materials. Cllr Oakley requested the Committee's agreement to continue with this project at the increased cost. The Committee agreed that this project was worthwhile and following a short discussion Cllr Oakley proposed “**we accept the Footpath Working Group task for MCH128 Blackness Banks**” this was seconded by Cllr L Taylor and unanimously agreed. **ACTION: Cllr Oakley**

Cllr Samaroo asked Cllr Oakley to pass on thanks to the FWG, she also gave thanks to Chris and Kieran for assisting with the Footpath Working Group's work.

W.15.05.25 Chris Attwood report – A copy of Chris Attwood's report was circulated to the Committee prior to the meeting. Cllr Samaroo suggested that Chris records the action he has taken at Valley Pleasure Ground regarding the moles/mole hills and include this information in his report.

W.16.05.25 Ward Matters –

Cllr L Taylor explained that he had received complaints about roadside weeds and asked if the road sweeper could be used in the parish more often. The Clerk explained that Highways have one machine which has to cover a vast area, and this was unlikely as we have requested this in the past. Cllr Samaroo confirmed that Highways have been asked about this when the survey was carried out by Cllr Oakley.

Cllr Golding was not present but emailed the Clerk with a few matters to raise.

Alder Way trees need pollarding, and the grass needs to be cut under the trees. A swing has been created in one of the trees and some of the branches have been broken. A resident had also requested that if they could be advised of when the grass will be cut, they could move their cars. It was also noted that the bin being moved from the corner of the Alder way green to opposite the path leading to Foxes Close was positive.

The Clerk stated that it would be difficult to inform residents of exactly when the grass would be cut as this varies due to various things. The Groundsman stated that there are five parking spaces, and they strim round the vehicles parked there but leave a margin to ensure that no damage is caused.

The Groundsman confirmed that he would look at the tree with the swing in and would tidy up the branches as necessary, and he doesn't see any concerns with the trees; if the trees needed any work it would be to crown lift not pollard. The Committee agreed that the trees should be inspected when the next inspection is due by our tree surgeon.

The Groundsmen don't strim under the 'drip line' of trees, this is part of our new regime and falls in line with SDC's mowing regime.

W.17.05.25 Any Other Matters – There being no further business the Chair closed the meeting at 19.26pm.