

**Minutes of the Works Committee Meeting** held on  
Wednesday 18th June 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.01.06.25 Apologies – None**

**W.02.06.25 Declarations of interest – None**

Cllr Samaroo welcomed two residents to the meeting and informed them that they had a maximum of five minutes each to address the Committee should they wish.

**W.03.06.25 Public participation –** Two members of public attended to express their dissatisfaction with the significant amount of graffiti that has been sprayed around the parish, and to request that the two bus shelters on Tanglewood Way are renewed as they look very tired and are not a good image for the parish. The residents also highlighted problems with the Neighbourhood Centre such as drainage problems, a broken light, broken metal rail near to the Drs surgery and asked what could be done given that this is a well-used and visible area within the parish and it looks very unkempt.

Cllr Samaroo thanked the residents for raising their concerns and suggested that agenda item 8 was moved to this point in the meeting, everyone agreed.

**Neighbourhood Centre -** The Clerk explained that the Parish Council are aware of the ongoing problems with the Neighbourhood Centre, and that it is managed by a company called SEP Properties. Over the last seven years the Parish Council have worked closely with both District and County Councillors as well as the Manager at the Tesco Express store to seek a satisfactory resolution to the ongoing problems in this area, but this still proves a challenge. The Clerk suggested the residents speak with the Manager at Tesco Express as this has been escalated within Tesco, and therefore he may be able to provide further information. The Clerk will send the resident SEP Properties contact details as it always useful for residents to raise complaints directly to the management company. **ACTION: Clerk**

**Graffiti –** The Clerk explained that the Committee have discussed this matter many times, working with the local PCSOs and Neighbourhood Warden, but it now seems to have become an ongoing problem rather cyclical. Since the May meeting, we have a very kind resident volunteer who the PC have provided with graffiti remover, this is a new but ongoing arrangement, and he has already removed a huge amount of graffiti from around the parish, this is very much appreciated by the Parish Council and residents; the Committee noted his valuable contribution and asked the Clerk to pass on their sincere thanks.

The Clerk explained that some residents are keen to support with the graffiti problem, and suggested supplying residents with the appropriate product/PPE to remove graffiti in areas that they feel appropriate and safe to do so; the residents in attendance confirmed that they would be happy to assist with this. The Clerk confirmed that she could appeal on the PC Facebook page for volunteers and she would ensure that volunteers are evenly distributed across the parish and that a risk assessment is completed.

The Committee discussed the wider issues with tackling this problem. The Clerk confirmed that our PSCO and neighbourhood warden are aware, and a neighbourhood alert has been sent to residents.

The Police confirmed that Chalford is not on its own, sadly this problem has become quite widespread. The Police will monitor this, and photos of the graffiti are helpful in assisting the Police to catch the offenders. In the meantime, removing the graffiti as quickly as possible would seem the most sensible option.

#### **W.08.06.25 Graffiti**

a) Following a lengthy discussion Cllr Humberstone proposed **“we allow resident volunteers to assist with graffiti removal. The PC will provide the necessary products, and the Clerk will ensure that a risk assessment is completed”** This was seconded by Cllr Golding and unanimously agreed. The Clerks will ensure that volunteers are evenly distributed across the parish. **ACTION: Clerk**

b) The Committee agreed that some of the bus shelters within the parish look dirty and tired and need refurbishment. The Clerk explained that two bus shelters have been replaced previously but continual removal of graffiti leaves the Perspex looking dirty and cloudy, however she has been looking into a different type of Perspex that has a specialist anti-graffiti coating, making graffiti easier to remove and without a cloudy residue being left behind; this needs further investigation. The Committee agreed that it would be wise to find a more sustainable solution if investment is made. The Clerk confirmed that there is only a budget of £500 allocated to bus shelter expenditure for the year, therefore she will investigate grant funding to support this project if pursued. Cllr Oakley proposed **“we ask the Clerk to investigate suitable solutions and costings to refurbish three bus shelters within the parish; two on Tanglewood Way opposite Tesco Express and Dorington Court and one on The Ridge”** This was seconded by Cllr Woodfine and unanimously agreed. **ACTION: Clerk**

**W.04.06.25 Minutes of last meeting** – Cllr D Taylor proposed **“acceptance of the minutes of 16<sup>th</sup> May 2025”** This was seconded by Cllr Oakley. There were four abstentions.

**W.05.06.25 Clerk’s Report** – Further to typing the report, the Clerk confirmed that there is no sign of Japanese Knotweed on the canal path after the Cotswold Canals Trust treated it. Chris Attwood will continue to monitor.

Cllr D Taylor thanked Cllr L Taylor for his hard work over the years in looking for new cemetery land and also gave his thanks to Chris Attwood for suggesting the removal of the privet hedge within the existing cemetery which will create additional burial space. Cllr Gardiner confirmed that the Local Nature Action Plan working group need to meet at the cemetery to consider planting to mitigate the loss of the hedge, and to explore the idea of installing bat boxes in this area.

Cllr Woodfine confirmed that he will ensure that the LNAP working group have the information they need when considering nature recovery. Cllr Oakley confirmed that the LNAP working group includes members of both ChalCAN and Friends of Frithwood.

**W.06.06.25 Correspondence** – Two emails were received from residents regarding grass cutting. These were circulated to the Committee prior to the meeting. The Committee agreed that any comments will be taken into consideration when the annual review of the grass cutting regime is carried out at the end of the cutting season.

**W.07.06.25 Works Budget** – The RFO provided a report, there were no questions.

**W.09.06.25 France Lynch Pleasure Ground Oak Tree Planting request** – Following a brief discussion Cllr Oakley proposed **“we allow the resident to plant a half standard English Oak tree”** This was seconded by Cllr Gardiner and unanimously agreed. **ACTION: Clerk**

**W.10.06.25 Bussage Pleasure Ground Play Area Enover Plaque** – Cllr Samaroo advised the Committee that she had met with a representative from Enover last week as they were looking at projects they have helped to fund. Cllr Samaroo suggested we allow Enover to install a plaque, and it

should be located next to the vehicle access gate which is on the opposite side of the play area to the pedestrian access. After a brief discussion Cllr Oakley proposed **"we allow Enover to install an A5 plaque on the fencing of the play area at Bussage Pleasure ground next to the vehicle access gate"** This was seconded by Cllr Humberstone and unanimously agreed. **ACTION: Clerk**

**W.11.06.25 Frith Youth Centre Community Café Treasure Trail** – Following a brief discussion Cllr Woodfine proposed **"we allow the Community Café to hold a treasure trail around Bussage through the summer holidays to raise funds for the acoustic ceiling panels"** This was seconded by Cllr Samaroo and unanimously agreed. **ACTION: Clerk**

**W.12.06.25 Chalford Band Allotment Rental** – The Clerk confirmed that the band hut rent should be reviewed every five years as stated in the agreement of lease, this means that the rent is due for renewal next year. The agreement states that the rent must not exceed the rate of inflation but does not stipulate how much could be charged as a minimum. The Clerk will investigate further in time for the rent review next year. Cllr Oakley felt that the Committee must ensure charges are consistent when letting the land to local football clubs, individuals, groups, businesses etc; Cllr D Taylor strongly agreed. It was agreed to set up a working group to discuss this further. Cllrs Humberstone, D Taylor and Woodfine volunteered. **ACTION: Cllrs Humberstone, D Taylor and Woodfine, Clerk.**

**W.13.06.25 Valley Pleasure Ground Moles** – The moles are active in the Valley Pleasure Ground again and a concern has been raised with our Neighbourhood Warden about the debris that is being brought to the surface. The Contaminated Land Officer has been advised of this concern; the Clerk will contact the Contaminated Land Officer to find out more. The mole problem has been investigated and considered previously by the Works Committee, most recently in 2024 when it was agreed that this is an incredibly difficult problem to solve. The advice taken at that time was to kill the moles, but the Committee did not agree with this method of removal. Instead, signage was erected warning of the mole hills and debris within them; the mole hills are checked on a weekly basis and debris is removed. Chris Attwood feels that this problem is becoming more challenging, he thinks that the molehills pose a health and safety concern and highlighted that the annual play inspection report advises to "remove the moles by appropriate means". This pleasure ground was previously a tip, and the soil is very good and is perfectly suited to moles as they can dig easily. Cllr Woodfine explained that it would be impossible to eradicate the mole population and if this was done, this could lead to a bigger problem in the future. Cllr Woodfine will meet with Chris Attwood at the Valley Pleasure ground to look at the extent of the problem and will feedback to the Committee. **ACTION: Cllr Woodfine, Chris Attwood.**

**W.14.06.25 Footpath Group report** – A copy of Cllr Oakley's report was circulated to the Committee prior to the meeting; there were no further updates. Cllr Oakley explained that their current projects are nearing completion and asked if anyone had suggestions for further work, adding that the volunteers will be finishing for the summer break soon. Cllr L Taylor asked if the gate at the Ashley Drive entrance to the wood could be changed to accommodate mobility scooters. Cllr Oakley confirmed that this gate belongs to Robert Hitchens. Cllr Oakley will liaise with Robert Hitchens in the first instance to see if anything can be done. **ACTION: Cllr Oakley**

Cllr Samaroo gave her thanks to the FWG.

**W.15.06.25 Chris Attwood's report** – A copy of Chris Attwood's report was circulated to the Committee prior to the meeting. Cllr Samaroo asked when the Bussage Pleasure ground noticeboard will be replaced as it is need of a new one. Chris Attwood confirmed that he intends to replace the noticeboard near to the Drs Surgery with the old PC noticeboard, and he will then replace the BPG noticeboard with this noticeboard.

Cllr Samaroo also asked when the painting of the play equipment at BPG can be done, such as the rocket as it is looking tired and she asked Chris if he can prepare a plan of when certain tasks will be carried out. **ACTION: Chris Attwood**

**W.16.06.25 Ward Matters** – Cllr L Taylor asked why The Ridgeway isn't be cut. Chris Attwood confirmed that SDC manage this area of land, and it is cut once a year as it is being left for biodiversity.

Cllr D Taylor mentioned that the soakaway in Freame Close is a success story after residents took action, it solved a problem that had been ongoing for many years.

**W.17.06.25 Any Other Matters** - There being no further business the Chair closed the meeting at 7.51pm.

DRAFT