

**Minutes of the Works Committee Meeting** held on  
Wednesday 16th July 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 and L Taylor

**In attendance:** Clerk, Chris Attwood

**W.01.07.25 Apologies –** Cllrs D Taylor & Woodfine

**W.02.07.25 Declarations of interest –** None

**W.03.07.25 Public participation –** None

**W.04.07.25 Minutes of last meeting –** Cllr Oakley proposed “**acceptance of the minutes of 18<sup>th</sup> June 2025**” This was seconded by Cllr Humberstone and unanimously agreed.

**Matters arising from the minutes –** Since June's meeting, Cllr D Taylor has withdrawn from the Working Group on Agenda item 12

**W.05.07.25 Clerk's Report – Valley Pleasure Field Closure –** the playing field was closed as a precautionary measure, and the PC are working closely with SDC on this matter. Cllr's Gardiner and Woodfine are going to assist with updating the Risk Assessment: **ACTION: Clerk**

**W.06.07.25 Works Budget –** The RFO provided a report, there were no questions.

**W.07.07.25 Correspondence –** An email was received from a resident about park yoga and a green gym at Bussage Pleasure Ground. The Clerk explained that the Works Committee consider requests of this nature and requested further information about this idea. She also explained that there is a green gym at France Lynch and with the recent addition of new play equipment at Bussage there is not likely to be available funds at this time to install a green gym at this location.

An email was received from a resident asking if the France Lynch Pleasure Ground has a civil ceremony licence and if not how they could obtain one. The Clerk responded stating that a licence isn't held and requested further information about their request; there has been no response to date.

Due to the prolonged period of dry weather, a concern was raised by a Chalfest organiser about the potential fire risk to the long vegetation around the periphery of the France Lynch Pleasure Ground and they asked if they could flail the area early as the grass and flowers have seeded early and have now died back. The Clerk contacted a member of ChalCAN who confirmed that they were happy to defer the decision to the organisers, but that if the area was to be flailed it was agreed that the cuttings should be removed to mitigate the fire risk. Following a period of rainfall, it was decided to leave the area uncut as the risk had been removed.

The Clerk received an email of concern regarding a footpath which has been left in a poor condition following some cabling work which had been carried out by a telecoms company. The footpath (MCH23) runs from Bussage Park down to Brick Lane and has been left uneven with roots exposed and loose soil and stones which would be particularly difficult for the elderly or less able people to access. The Clerk is investigating which company carried out this work so that she can contact them requesting that they return to carry out repair work. In the first instance she has contacted the PROW Officer and Streetworks Co-Coordinator at GCC who are looking into this. She also asked Cllr Oakley if this was potentially a job that the Footpath Working Group could carry out. Cllr Oakley explained that

he had visited the site, and it would require 6 tonnes of type 1 stone at a cost of approximately £300 and it is therefore not feasible for the FWG to carry out this work. The Clerk will continue to investigate who carried out this work and it was agreed that the company should be held to account.

The Clerk was copied into an email sent by a resident regarding the poor condition of the Neighbourhood Centre to the management company SEP Properties; our Local MP Dr Simon Opher was also copied into the email. The residents are aware that Tesco have been liaising on a regular basis with SEP Properties, and the Parish Council have sought action in the past, yet the area remains in a poor condition.

#### **W.08.07.25 Charity Land Hire Charges**

**a) To receive an update from the working group** – The Working Group met on Tuesday 8<sup>th</sup> July to consider a charging structure for the pleasure grounds. Due to Cllr Woodfine's absence it was agreed to bring this back to the next meeting for discussion. **ACTION: Clerk**

**b) To review the rental charged for the football pitch at Bussage Pleasure Ground** – Following the decision to delay the Working Group findings to the next meeting, it was agreed to keep the rental amount the same for the coming year. Cllr Humberstone proposes **"we charge Cotswold Rangers FC £150 for 2025/2026 season"** This was seconded by Cllr Golding. There was one abstention.

**W.09.07.25 Allotments – to consider the management of allotment sites** – The Assistant Clerk provided a report which was circulated prior to meeting stating that the guidelines for allotments were last reviewed and approved in 2020 and with the introduction of the allotment software, the inspection letters were standardised and approved by Works Committee in 2023. This year she has received some negative feedback from allotment holders because they may have received a letter, the tone of the letters or the guidelines are too restrictive. She also believes that the other issues hindering the smooth operation of the allotments and undermining relationships include conflicting perspectives about aesthetics and approaches to cultivation, options for management interventions that help keep allotments in good order, support good relations and the subjective nature of inspections which is difficult for the monitors to interpret the guidelines with some degree of continuity. The Assistant Clerk requested a review to find enduring solutions to these issues and suggested that a working group is formed. It was agreed to set up a Working Group consisting of Cllrs, Samaroo, Golding, Humberstone and Oakley, the Assistant Clerk and Chris Attwood. The Assistant Clerk will arrange for the working group to meet on either a Tuesday, Wednesday or Thursday to start discussions. **ACTION: Assistant Clerk**

**W.10.07.25 France Lynch Pleasure Ground to consider a tree planting proposal from ChalCAN** – Following a brief discussion Cllr Golding proposed **"we accept the tree planting proposal."** This was seconded by Cllr Oakley and unanimously agreed. **ACTION: Clerk**

**W.11.07.25 Footpath Group Report** – A copy of Cllr Oakley's report was circulated to the Committee prior to the meeting. Cllr Oakley gave an update stating that on Thursday 17<sup>th</sup> July, the FWG will be repairing the wall at France Lynch allotments. They will also be working at Jacob's Ladder removing the brambles on the path to Strawberry Banks.

Further to Cllr L Taylors concern regarding the size of the gate at the Ashley drive entrance to Frithwood, Cllr Oakley confirmed that he had checked the size of the kissing gate, and it was suitable for large mobility scooters. He was however happy to meet the person who had difficulties on site. Any change in the gate would need permission from the landowner. Cllr Oakley also confirmed that the Landowner's permission will be needed to deal with the muddy patches in Dimmel's Dale. **ACTION: Cllr Oakley**

Cllr Samaroo gave her thanks to the FWG.

**W.12.07.25 Chris Attwood's report** – A copy of Chris Attwood's report was circulated to the Committee prior to the meeting. Chris reported that there had been an incident with a resident who lives next to the cemetery. The resident was verbally abusive and used threatening body language when requesting that Chris cut back the hedge that borders the cemetery and his property. Chris informed the resident that he would cut the hedge back; Chris was glad that Kieran was present. The Clerk contacted the Community Officer for advice, he advised that SDC would not contact the resident and that the Parish should contact their PCSO. Chris would prefer not to do this as he does not want to aggravate the situation. The Chair offered to assist, but Chris declined for the reasons listed above.

Chris also informed the committee that a lot of eggs had been broken all over the slide in Bussage Pleasure Ground and they had cooked in the sun; this was very hard and time consuming to remove.

#### **W.13.07.25 Ward Matters**

Cllr Oakley stated how the graffiti seems to have stopped.

Cllr L Taylor questioned Chris Attwood, asking why the area of land opposite to Daffodil Bank hadn't been cut. Chris explained that this area of land is owned and managed by SDC not the PC, and that they cut this area once a year. Cllr Oakley stated that last year a democratic decision between SDC and the Parish Council was taken to enhance the biodiversity of the area. A short discussion regarding the cutting regime which is reviewed annually by the PC took place; all comments, positive and negative are collated by the clerk and form part of the PC's review, and feedback is given to SDC. Last year, when the changes to the cutting regime in this area were made by SDC, SDC agreed to install a sign explaining that they own the area and giving details of the management regime being followed to inform residents; the signage is yet to be installed, the Clerk is chasing this. **ACTION: Clerk**

Cllr L Taylor also stated that there are two copper beech trees at the entrance to the Middle Hill allotment site that need lifting. **ACTION: Chris Attwood.**

Cllr Gardiner commented on the recent road closure to Coppice Hill which caused a significant amount of traffic problems as the road closure signs had been put in the wrong place. The signage had been placed at the junction of Middle Hill/Fourways rather than much further down the road to Coppice Hill, this made an already difficult junction more dangerous. The clerks contacted Highways to request that the signage was moved to the correct location, but this did not happen, someone did attend, but they moved the cones into the middle of the road with the signs which did not help the situation. The Deputy Clerk confirmed that we could not get our Groundsman to move the signs in case of any accident that would make him viable. Cllr Gardiner is going to contact Highways to find out which traffic management company was used, and he will contact them to ensure that this does not happen again. **ACTION: Cllr Gardiner**

Cllr Funnell had been contacted by a neighbour who had discovered some hedgehog remains following the verge cutting and asked if he could be informed when the next cutting of grass is due so that he can advise his neighbour who will check for hedgehogs prior to cutting. Cllr Funnell will ask his neighbour which location he was referring to and advise the Clerks so that they can confirm if this is C or SDC land. **ACTION: Cllr Funnell**

Cllr Golding commented on the amount of rubbish being thrown into the verge near to Foxes Close even though the rubbish bin has been moved by the PC to help alleviate the problem. After a short discussion, Chris was asked if he would go and carry out a litter pick in this area. The Committee discussed if signs/stickers could be installed asking to put rubbish in bins. **ACTION: Clerk/Chris Attwood**

**W.14.07.25 Any Other Matters** - There being no further business the Chair closed the meeting at 7.25pm.

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