



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 9TH NOVEMBER 2017 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.15 PM

PRESENT: Councillors: S Green (Chairman), P Day, S Clarke, V Davies, J Davies, B Eddolls (Chairman of council) & Mrs H Siphthorp, Clerk/RFO of the council & 1 member of public

Also in attendance: Advisor: Mr G Parke

Public Participation: Members of public present were given an opportunity to speak during the course of the meeting at the chairman's discretion.

1. **APOLOGIES FOR ABSENCE:** Cllrs M Curtis & J Scarsbrook
2. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:** Members were reminded to declare any interests in items on the agenda as the meeting progressed.
3. **MINUTES OF MEETING HELD ON 5TH OCTOBER 2017**
RESOLVED – Proposed Cllr Green, seconded Cllr Clarke that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 3 in favour, 2 abstentions. **Motion carried.**
4. **CLERK'S REPORT AND MATTERS ARISING FROM ABOVE MINUTES**
Clerk to ask Stow Civic Society for update on Monarch's Way additional footpath signs in terms of suggested locations.
Debris accumulated by the Community Payback Team on King George's field will be removed within the next couple of weeks.
Hanging baskets had been removed from the square.
Revised allotment Tenancy Agreement had been adopted by council without change.
New signs for QEII field main entrances should be delivered within the next two weeks.
Kissing gate has been straightened and repainted at the Swell Road entrance adjacent to new gate recently installed.
Parking on King George's field, for Gypsy Fair, had made a profit of nearly £300.
Wells clean up scheduled for 22nd November 2017. Stow Civic Society had asked if the two areas could be cleared of brambles in advance. Clerk instructed to ask CGS to do this work.
Annual meeting with CDC regarding the Visitor Information Centre is being arranged. Cllr V Davies and clerk will represent council.
5. **CHAIRMAN'S ANNOUNCEMENTS**
Chairman gave thanks to everyone who helped and supported the council to make the bonfire event such a success.
6. **CHRISTMAS 2017**
 - i) **Christmas lights update and to consider quotes for hire of cherry picker**
RESOLVED – Proposed Cllr Green, seconded Cllr J Davies the machine would be hired for a week via Height for Hire at a cost of £552 + VAT including insurance, delivery/collection but excludes fuel. **RECORD OF VOTING** – All in favour. **Motion carried.**
When the cherry picker is needed to take the lights down it was agreed the clerk should use the company with the most competitive daily hire rate.

Cllr Day joined the meeting at 7.20 pm.

- ii) **Christmas tree lights switch on Friday 8th December 2017**
Clerk gave an overview of progress made in planning this event. Chairman reminded all present that the working party meeting is taking place on Tuesday 21st November 2017 at 7.15 pm.

7. REVIEW OF BONFIRE EVENT FRIDAY 3RD NOVEMBER 2017

Council had received a great deal of positive feedback on the event which was attended by a record number of people. After a discussion the clerk is to make a list of suggestions put forward by members as to what could be changed for next year and keep in the file for future reference. Clerk said that current draft figures indicate that the council is still not covering the cost but in comparison to last year is much improved. Final figures will be released once all the income/expenditure has been finalised.

RESOLVED – Proposed Cllr Eddolls, seconded Cllr Clarke that committee should recommend to council that this event take place once again in 2018. **RECORD OF VOTING** – All in favour.

Motion carried.

8. TO REVIEW INCOME/EXPENDITURE IN RELATION TO BUDGET TO 30TH SEPTEMBER 2017

Clerk ran through the figures and everything is in order and on target.

9. TO DISCUSS DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1ST APRIL 2018

Clerk presented a draft budget. The income/expenditure were amended and additional projects added. Clerk to produce a revised draft and will forward to members for approval. This will then be presented to the Finance & General Purpose committee.

10. COUNCIL'S UPDATED DRAFT OF 3 YEAR STRATEGIC PLAN SPECIFIC TO THIS COMMITTEE

Meeting ran through the document and amendments were made. Clerk is to redraft and will be presented to committee for approval at the next meeting.

11. COMMITTEE TERMS OF REFERENCE

Meeting ran through the current document and amendments/additions were made. Revised draft will be discussed at the next committee meeting.

12. VISITOR INFORMATION BOARDS AT CAR PARKS ADJACENT TO TESCO & MAUGERSBURY ROAD

The clerk gave a cost for refurbishing the above two noticeboards. The one at the Maugersbury Road site is in poor condition and will require new doors/glass etc. Unanimously agreed that the clerk should ask CGS to refurbish the one at the Shoppers car park adjacent to Tesco and at the same time is to obtain costs for purchasing a new one for Maugersbury Road site.

13. CYCLE RACKS

Location was discussed at length and chairman then proposed that this be deferred to next meeting.

14. QEII FIELD (& CRICKET GROUND)

i) Surface at Talbot Square kissing gate entrance to field

Agreed that some more hard core needs to be put down but would be reassessed in the Spring.

ii) Keeping the grass down (without spraying) and general maintenance of area adjacent to properties in Talbot Square

Agreed that the clerk would arrange for the Community Payback Team to keep the area in front of adjacent property boundaries trimmed.

15. ANY OTHER BUSINESS AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING

None.

16. MEETING CLOSED: 8.50 pm.

17. NEXT MEETING: Thursday 11th January 2018 at 7.15 pm.

Signed: _____ Chairman Dated: _____