



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 8TH MARCH 2018 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.15 PM

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

Also in attendance: Advisors: Messrs: G Parke & N Surman

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: P Day & 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 11TH JANUARY 2018**
RESOLVED – Proposed Cllr J Davies, 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**

Monarch's Way footpath additional directional signs. Monarch's Way Association has agreed the proposals made by Stow Civic Society for the additional signs and their locations. Clerk had sent this information to GCC PROW and Highways for them to comment. Once a response had been received this would then come back to the committee to approve.

Debris at King George's field as a result of Community Payback team work has been removed by CGS.

As resolved at the February 2018 council meeting the clerk will now apply for a grant for resurfacing of the cemetery path from Lych Gate to Bier House and not for the Christmas lights as originally suggested by the clerk.

Visitor information notice board adjacent to Shopper's car park exit to Fosseway. This has been refurbished and a new lock installed. Clerk is liaising with CDC with regard to the artwork for the notice board which is following the design of the Stow town leaflet.

The location of the two new signs for QEII field had been agreed by Cllrs Green, J Davies & Clarke at an on site meeting. These should be installed next week.

At the bonfire site the contractor had removed the fencing which had blown down and taken it away. He said there was little point in protecting the area any further.

Contractor had already reseeded the Stocks Green.

The churned up verge in Back Walls had been reported to GCC Highways.

Over road Christmas decorations had been picked up by the manufacturer and put into storage at their warehouse in Blockley. They would now try to ascertain why the new decoration was too low for the double decker bus to get under (at High Street entrance to the square) and would come back to council with their findings.
- 5. CHAIRMAN'S ANNOUNCEMENTS**

None.
- 6. CHRISTMAS TREE LIGHTS SWITCH ON EVENT – FRIDAY 7TH DECEMBER 2018**

Chairman gave an overview of the open meeting with businesses to discuss what type of event should be organised. All Stow businesses had been invited to attend. Clerk will circulate notes of this meeting in due course. The number of businesses represented was poor. A debate ensued

and feedback from Stow primary school (including the PTFA) were discussed. It was ultimately agreed that the event would start at 3.30 pm and the finale of the children singing carols around the Christmas tree followed by the arrival of Father Christmas would be around 5.30 to 6.00 pm. It would be located again by the Stocks Green but the layout would be changed this year. The event is to be very much community based but if traders wanted to have a stall then this might be possible subject to space availability. It will be made clear that they will have to supply their own gazebo, tables, lighting etc. There may be a small charge but this will be confirmed at a later date. Stow PTFA will be doing their usual stall; Stow Soup Society to supply homemade soup; Tesco's to supply mince pies to give out free of charge; Hatwells Fun Fair to bring along a couple of attractions; Stow Fire Brigade will hopefully transport Father Christmas once again; clerk to try to get another choir or similar that could be located at the other end of the square; clerk to see if the Scottish piper would be prepared to come along in the afternoon; Mr Parke to organise the partial road closure with GCC; a street trading licence may be required depending on whether any traders take a stall; Express Presentations to be booked for the PA system etc.

7. ACTUAL INCOME/EXPENDITURE COMPARED TO BUDGET UP TO 28TH FEBRUARY 2018 AND ANY SUGGESTED ACCRUALS OR EARMARKING IF APPROPRIATE

Clerk presented a spreadsheet which showed comparisons of actual income/expenditure compared to budget. She had also included any anticipated income/expenditure prior to the end of financial year on 31st March 2018. All agreed everything looked in order and although the expenditure was over budget the increased income far exceeded this figure. **RESOLVED** – Proposed Cllr Eddolls, seconded Cllr J Davies that if any monies were left then the committee would like to recommend that they be accrued towards the new metal fence at King George's field play area. **RECORD OF VOTING** – All in favour.

8. CYCLE RACKS UPDATE

GCC Highways said they could not approve the use of highway for the cycle racks adjacent to entrance to Stow Lodge Hotel in the square. Agreed that the clerk would speak to the Trustees of St Edward's Hall to ascertain if they would be prepared to have the bike rack on spare land at the rear of the building. The other possible locations if Trustees did not approve were the shrubbery or land adjacent to the fountain, Fosseway.

9. TOWN LITTER PICK RUNNING ALONGSIDE CDC'S COTSWOLD CLEAN UP CAMPAIGN

Clerk confirmed that Stow Primary School, Stow's Brethren, Stow Youth Club and Tesco had confirmed that they would like to get involved with the campaign. Other organisations had been approached but a reply was still awaited. Confirmed that the campaign would take place for a two-week period commencing Monday 16th April 2018. Chairman said that she was unable to attend the March 2018 council meeting so requested that the clerk ask all members to volunteer and get involved in the campaign. Clerk to obtain a map and allocate areas to the various groups. Clerk to also arrange to borrow some equipment from CDC.

10. NEW NOTICE BOARD ADJACENT TO MAUGERSBURY ROAD CAR PARK

RESOLVED – Proposed Cllr Green, seconded by Cllr J Davies that the notice board from Acorn Workshop would be ordered to include council's name in black lettering on the header board at a cost of £780 including VAT. **RECORD OF VOTING** – All in favour. Motion carried.

11. QEII FIELD (& CRICKET GROUND)

i) To discuss alterations to interior of cricket pavilion and possible sponsors/events sign

Clerk had met with chairman of Stow cricket club and he had explained about the refurbishment of the pavilion interior. All agreed that the changes would improve the facility. At the same time the club chairman had also asked the council for permission to erect a sign board to be mounted on the stone wall adjacent to the highway behind the pavilion. This would therefore not be visible from the field. It would advertise the club's sponsors (during the season only) and also promote special events in the town etc. After discussion it was agreed that in principle committee were happy with the idea of a sign but would like to know more details, in terms of size, materials used, and size of sponsor's logos.

ii) **Removal of debris on old quarry tip**

Cllr Smalley is to remove debris when the weather improves and the ground dries sufficiently to allow access with his tractor/trailer without causing too much damage to the field.

iii) **Community Payback Team**

The team have been working on QEII field clearing one particular corner and also working their way through the wooded area.

12. WELL LANE - CLEARING DITCHES & DRAINS

Cllr Smalley had drawn clerk's attention to a large branch that was resting on other branches which could fall. Clerk had reported to GCC Highways who were sending someone out to take a look. A resident who is a drainage expert had been in touch with the council as he was concerned that the drains were blocked (near Drs surgery) and that the ditches needed cleaning out. Clerk had put out a plea for help and thanked Cllr J Davies & Mr Parke who had cleared the two drains which are now running. Further work is necessary to clear the ditches. Clerk to arrange for the Community Payback Team to clear the verges which will then allow easier access. When this is completed a further site visit will take place to see exactly what wants doing. Clerk to speak to adjacent landowner to see if the debris could be placed on their land and subsequently burnt.

13. SPARE CHRISTMAS TREE LIGHTS

RESOLVED – Proposed Cllr V Davies, seconded Cllr J Davies that the spare unused lights be returned to the manufacturer who will refund the council for an amount including £844 + VAT.

RECORD OF VOTING – 4 in favour, 1 abstention. **Motion carried.**

14. TREE WORKS

i) **Spring Gardens play park**

Contractor had carried out the tree works on a large tree which had been overhanging the play area. Chairman had approved the expenditure of £280 prior to contractor being engaged.

ii) **Ash trees on King George's playing field**

Contractor had been to site and carried out necessary works to ash trees – one of which had fallen over in a recent storm. He said that by and large the trees appeared in good condition and just paid attention to the very worst trees/stems/branches. He also suggested they should be looked at again in about 18 months' time. Again chairman had approved the expenditure of £320 prior to contractor being engaged.

15. HAVE A FIELD DAY – SATURDAY 7TH JULY 2018

Stow primary school PTFA organised this last year on the QEII playing field. As a result of its success they are organising a Family Fun Day on the 30th June 2018 – venue to be confirmed. So town will not participate in this event this year.

16. LAND REGISTRATION OF COMMON LAND

Chairman had asked for this to be put on the agenda as she was mindful that the registration of common land still had to be actioned. The clerk hoped to make some progress over the coming months and said if any councillors would like to get involved in this process then to let her know.

17. BATTLE'S OVER – BEACON LIGHTING 11TH NOVEMBER 2018 & RINGING OF CHURCH BELLS

Council had already registered for the beacon lighting. Clerk had written to Rev Short to ask if the bells could be rung on that evening. He had forwarded to the bell ringers and a response is awaited. Clerk to contact vice chairman of Stow's RBL to ascertain what they are planning to organise. Clerk to ask Stow Fire Brigade if they could attend the beacon lighting and it was also noted that for H & S reasons the beacon should be fenced off.

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

None.

19. MEETING CLOSED: 8.30 pm.

20. NEXT MEETING: Thursday 12th April 2018 at 7.15 pm.

Signed: _____ Chairman Dated: _____