



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON WEDNESDAY 18<sup>TH</sup> JULY 2018 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.15 PM**

**PRESENT:** Councillors: J Davies (Chairman), S Green, V Davies, S Clarke & Mrs H Siphthorp, Clerk/RFO of the Council

**Also in attendance:** Advisor: Mr N Surman

- 1. APOLOGIES FOR ABSENCE:** Cllrs: P Day & M Curtis
- 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. CHAIRMAN'S ANNOUNCEMENTS**  
None.
- 4. QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT**  
None as no members of public present.
- 5. TO SIGN AS CORRECT THE MINUTES OF MEETING HELD ON 5<sup>TH</sup> JUNE 2018**  
**RESOLVED** – Proposed Cllr Green, seconded Cllr V Davies that the minutes be signed by the chairman as a true and accurate record. **RECORD OF VOTING** – 3 in favour, 1 abstention. **Motion carried.**
- 6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 5<sup>TH</sup> JUNE 2018**  
Monarch's Way additional signage – Cllr Green is still to walk the route and will report back her findings.  
Split laurel tree on Spring Gardens allotments. Tree surgeon has completed the works and has kindly chipped the arisings free of charge.  
Dog Foul Campaign – Cllr V Davies said that she and Cllr Scarsbrook had been to the school and a couple of pupils had gone out with them and walked around King George's playing field. They found no dog faeces. Chairman said that careful consideration should be given to the timing of the next event. She thanked her grandson and another resident for helping her with the stencil marking in the town.  
New VIC noticeboard for Mangersbury Road car park should be installed over the next few weeks. Order had been placed for the metal replacement fence for King George's play area. Work should commence within the next 5/6 weeks.  
Clerk had reported what she believed was giant hogweed located on the grass verges on the Mangersbury Road. It had since been confirmed by GCC Highways that it was and that they would remove.  
Clerk said that she had read in a recent Newsletter produced by GPFA that they are looking into the possibility of negotiating a group discounted rate for members for annual playground inspections and had asked for expressions of interest. She had responded saying the council would be interested in finding out the cost and then a direct comparison could be made with the existing supplier.  
The clerk read out a letter from a resident living adjacent to the QEII field. He was requesting that the council remove the excessive growth that has come from shrubs in the field at the point where the boundary is at the rear of his garage. Clerk said she would get the Community Payback Team to carry out this work.

## 7. TO ELECT A VICE CHAIRMAN

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr V Davies that Cllr Green be elected.

**RECORD OF VOTING** – All in favour. **Motion carried.**

## 8. TO APPOINT MR NIGEL SURMAN AS AN ADVISOR TO THE COMMITTEE

**RESOLVED** – Proposed Cllr Green, seconded Cllr Clarke that Mr Surman is appointed until May 2019. **RECORD OF VOTING** – All in favour. **Motion carried.**

## 9. BONFIRE EVENT – FRIDAY 2<sup>ND</sup> NOVEMBER 2018 & SETTING UP WORKING PARTY

A working party meeting was arranged for Thursday 6<sup>th</sup> September 2018 at 7.00 pm and will be combined with the Christmas Tree lights switch on event too. Clerk said plans are well underway. Clerk still to contact St Edward's Choir to see if they would come along in the afternoon.

## 10. CHRISTMAS TREE LIGHTS SWITCH ON EVENT - FRIDAY 7<sup>TH</sup> DECEMBER 2018

A working party meeting was arranged for Thursday 6<sup>th</sup> September 2018 at 7.00 pm and will be combined with the Bonfire event too.

## 11. CHRISTMAS LIGHTS FOR THE TOWN

i) **Should the council ask for a voluntary donation towards the cost of the Christmas lights from every business within the town?**

**RESOLVED** – Proposed Cllr J Davies, seconded by Cllr V Davies that a letter is sent to all businesses in early September 2018. **RECORD OF VOTING** – All in favour. **Motion carried.**

ii) **To discuss costs for replacing ALL bulbs on strings of lights throughout the town to LED at cost of circa £2,000?**

**RESOLVED** – Proposed Cllr Green, seconded by Cllr J Davies that the above expenditure is approved and will be taken from Earmarked Reserve for Christmas lights. **RECORD OF VOTING** – All in favour. **Motion carried.**

iii) **Hire of cherry picker**

Deferred to working party to discuss at forthcoming meeting.

iv) **One external socket to fit at Hampton's, Digbeth Street**

Electrician is aware this needs to be fitted well in advance of December otherwise the room will be full of stock again.

## 12. CYCLE RACKS UPDATE

Clerk had noticed that bicycles and motorbikes were using the white hatched areas adjacent to disabled parking bays by the former R A Bennett shop in the square. She had spoken to GCC Highways in relation to this and asked if it was possible to erect a bike rack in this location. GCC Highways officer said that the hatching was there to give more space for disabled persons to get out of the car but will check this out. He did however say that they could consider removing one of the disabled bays to accommodate a bike rack something they would support as it is considered that the square has too many disabled bays. **RESOLVED** – Proposed Cllr Green, seconded Cllr V Davies that the committee approve, if appropriate, the loss of one parking space to accommodate a bike rack. This will be referred to the Planning, Traffic & Parking committee to discuss. **RECORD OF VOTING** – All in favour. **Motion carried.**

## 13. TO DISCUSS A REPRINT OF THE STOW TOWN LEAFLET AND TO CONFIRM QUANTITIES AND COSTS

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr V Davies that 10,000 copies be printed with perhaps a few changes to the photographs, if at all possible, at a cost of £540 + VAT. **RECORD OF VOTING** – All in favour. **Motion carried.**

Clerk to investigate alternative photographs and will send these to the committee for approval prior to printing.

#### **14. GPFA PLAY AREA ASSESSMENT FOR KING GEORGE'S FIELD AND SPRING GARDENS ALLOTMENTS**

Members discussed the reports which were both favourable with King George's Play Area being marked as "Excellent" and Spring Gardens "Good".

#### **15. VISITOR INFORMATION CENTRE (VIC)**

##### **i) Statistics in relation to visitor numbers for June 2018**

Figures are moving in the right direction with counter enquiries were up by 412 but footfall is down by 406 when compared to same time last year.

##### **ii) To discuss St Edward's Hall committee members acting as VIC on August Bank Holiday weekend**

GCC Library/VIC manager had contacted the council with regard to the above. She said she had concerns about volunteers taking on the role of the VIC as they are not trained and therefore unaware of the procedures. Clerk requested to contact the Chairman of St Edward's Hall to confirm that they support the view of the manager. **Post meeting note:** *After a discussion with the manager it was agreed that no action be taken.*

#### **16. TO CONFIRM DATES FOR HATWELL'S FUN FAIR FOR 2019 AND 2020**

Moving in on Wednesday 19<sup>th</sup> June at 6.00 pm and moving out early on Sunday 23<sup>rd</sup> June 2019.  
Moving in on Wednesday 17<sup>th</sup> June at 6.00 pm and moving out early on Sunday 21<sup>st</sup> June 2019.

#### **17. REPORT ON WORKS OF THE COMMUNITY PAYBACK TEAM ON QEII FIELD**

The CPT had been working hard on QEII field to widen the pathway through the wooded area and laid new chippings. They had also cleared vegetation around the boundary and the kissing gate entrance from Talbot Court entrance to ensure the field looked nice for the Motor Show.

They have also been doing a good job in Well Lane clearing the verges and ditches and kindly being supervised by Brigadier Beckett.

Cllr Green suggested that perhaps in the wooded area, on QEII field, that piles of twigs in between the trees could be left to encourage wildlife.

#### **18. TO REVIEW ANNUAL INSPECTION OF PLAYGROUNDS REPORTS FOR KING GEORGE'S FIELD AND SPRING GARDENS ALLOTMENTS**

Clerk said she had been through both reports and no major concerns. The majority of the items mentioned are already in hand. Clerk will assess other items mentioned and supply a cost if appropriate.

#### **19. TREE ON ALLOTMENTS SITE CAUSING CONCERN FOR NEIGHBOURING PROPERTY OWNER IN SPRING GARDENS**

Owner of adjacent property, to the split laurel tree mentioned above under Clerk's Report had contacted the council. She would like to have all the branches removed from this tree from her side of the property. She had offered to make a contribution to the costs. Tree surgeon quoted £390 to remove the tree completely or £190 to remove the branches from the neighbouring property's side. Agreed no action be taken and if the resident wished to remove the branches from her side she could do this and throw them back over to the allotment land.

#### **20. ANY OTHER BUSINESS AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING**

A report had been received from Mr Surman who is the town's Tree Warden in relation to some trees on QEII field. A copy had been placed in front of members and this will be on the agenda for the next meeting.

Clerk to contact Huffkins and also Tesco to ascertain if they intend removing the bikes from their properties as it will soon be a year since the Tour of Britain.

Limes in Sheep Street – clerk to get a cost for trimming the lower vegetation.

21. **MEETING CLOSED:** 8.42 pm.

22. **NEXT MEETING:** Thursday 13<sup>th</sup> September 2018 at 7.00 pm **note earlier start time.**

Signed: \_\_\_\_\_ Chairman

Dated: \_\_\_\_\_