



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 8<sup>TH</sup> NOVEMBER 2018 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM**

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

- 1. APOLOGIES FOR ABSENCE:** Cllrs J Scarsbrook & V Davies
- 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**  
Chairman thanked everyone who helped make the Bonfire event a great success and said that she had received good feedback.
- 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 13<sup>TH</sup> SEPTEMBER 2018**  
**RESOLVED** – Proposed Cllr Green, seconded Cllr Eddolls that the minutes be signed by the chairman as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 13<sup>TH</sup> SEPTEMBER 2018**  
New noticeboard for Maugersbury Road car park should be fitted within the next couple of weeks.  
Community Payback Team had cut down the laurel bush on QEII field which was causing a neighbouring property owner concern.  
The bicycle on Huffkins building had been removed.  
New No Dogs signs had been erected on allotments site.  
Repairs to play equipment at King George's field & Spring Gardens allotments play areas had been completed.  
The lime trees in Sheep Street/Park Street had been trimmed and good feedback received by some adjacent property owners/businesses.  
Battle's Over event posters have been erected by Cllr J Davies. A bugler has been organised and it has been confirmed that the bells will ring out from St Edward's church.  
A production company had been in touch to ask permission to take photographs in the square for a Ford motor company advertisement. They had been in touch with CDC and GCC Highways too. They are looking at two locations – Stow and one in London and a decision will be made quickly as to where the shoot will take place.  
Operator of Farmer's Market had acknowledged council's letter in relation to one trader who continues to trade beyond the licensing hours and takes up six car parking spaces. He said that he had spoken to the trader before about this before and will continue to monitor. However, this particular trader is not back until the New Year.
- 7. REVIEW OF BONFIRE EVENT HELD ON FRIDAY 2<sup>ND</sup> NOVEMBER 2018**  
A very successful event which was very well attended. Clerk gave a few observations as did some members and will make a note to take into consideration when organising next year's event. Clerk will finalise the income/expenditure for the event and will advise the outcome in due course. However, it looks initially that the event did not break even and potentially the deficit could be larger than last year.

- 8. CHRISTMAS TREE LIGHTS SWITCH ON EVENT - FRIDAY 7<sup>TH</sup> DECEMBER 2018**  
 Clerk said everything is in hand and gave an overview. She read out an email from Brio asking if they could have a stall. Everyone agreed that this type of stall was inappropriate therefore permission is not granted. Clerk to advise. A working party meeting has been arranged for 7.00 pm on 20<sup>th</sup> November 2018 at 7.00 pm.
- 9. CHRISTMAS LIGHTS FOR THE TOWN UPDATE**  
 Clerk said that a number of businesses had generously donated to the Christmas lights fund. She will organise a board to go up on the Stocks Green to acknowledge their kind contributions. Electrician will be on site to erect the lights etc week commencing 26<sup>th</sup> November 2018. Clerk will organise the delivery of over road decorations and the hire of a cherry picker. Christmas tree is on order. The lights will be switched on by 1<sup>st</sup> December with exception of Christmas tree lights.
- 10. VISITOR INFORMATION CENTRE (VIC)**
- i) Statistics in relation to number of visitors to VIC in September & October 2018**  
 Footfall is down for both months by 345 and 339 respectively when compared to the same period last year. However, counter enquiries were up.
  - ii) Reprint of revised town leaflet**  
 Clerk presented a proof showing the new photographs in position. It was unanimously agreed that the artwork be approved and can now proceed to print.
  - iii) VIC noticeboards update**  
 New artwork to go into both noticeboards is now ready and clerk will organise collection from Moreton Area Centre.
  - iv) Populating the website update**  
 A member of VIC staff has been allocated this job and will collate the information and pass onto the council when ready.
- 11. TO DISCUSS WHETHER TO RELOCATE EXISTING DOG FOUL BIN (ADJACENT TO LITTER BIN) TO TOP OF WELL LANE OR WHETHER TO PURCHASE AN ADDITIONAL BIN**  
**RESOLVED** – Proposed Cllr Clarke, seconded Cllr Eddolls that the dog foul bin adjacent to litter bin (by well) be located to the top of Well Lane. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 12. TO DISCUSS DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1<sup>ST</sup> APRIL 2019**  
**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Clarke that net amount requested for new financial year is £18,205. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 13. TO DISCUSS WISH LIST OF POTENTIAL PROJECTS TO GO INTO COUNCIL'S 3 YEAR STRATEGIC PLAN AND EXTEND IF POSSIBLE**  
 A few more suggestions were forthcoming of projects to be added to the list. A working party will take this forward in terms of priority and costs and will take place on Thursday 10<sup>th</sup> January 2018 at 7.00 pm.
- 14. USE OF CRICKET FIELD FOR PRIVATE FUNCTIONS**  
**RESOLVED** – Proposed Cllr Green, seconded Cllr Day that the council charge a fee of £250 per day for use of the field. Hirers must also put down a refundable deposit of £1000 too. **RECORD OF VOTING** – All in favour. **Motion carried.**  
 Clerk to write a draft policy document.
- 15. TO ASK FOR VOLUNTEERS TO SIT ON WORKING PARTY, IN CONJUNCTION WITH SOME MEMBERS OF PLANNING, TRAFFIC & PARKING COMMITTEE, TO RESPOND TO CONSULTATION BY CDC ON GREEN INFRASTRUCTURE (GI), OPEN SPACE AND PLAY STRATEGY**  
 Cllrs Green & Clarke volunteered. A working party meeting was set up for Monday 19<sup>th</sup> November at 7.00 pm. Members representing the Planning, traffic & parking committee are Cllrs Day & Moseley.
- 16. TO DISCUSS AND APPROVE EXPENDITURE FOR REPLACING MISSING COPING STONE AT ONE OF THE WELLS**

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Green that the estimate from Mr W Lockey is approved for a cost of £325 including materials and labour. **RECORD OF VOTING** – All in favour. **Motion carried.**

**17. TO REVISIT DESIGNS OF BICYCLE RACK FOR THE SQUARE, ADJACENT TO COTSWOLD HIDEAWAYS**

A discussion ensued and it was ultimately decided that the best place for the rack to be installed is in one of the disabled bays adjacent to Stow Lodge entrance. Clerk to liaise with Planning, traffic & parking committee to get their views on this new location and also to discuss with GCC Highways. The members chose the Black Versailles Cycle Rack which will store five bikes.

**18. TO DISCUSS MONARCH'S WAY SIGNAGE AS REQUESTED BY STOW CIVIC SOCIETY**

Cllr Green said she would write a report on her findings for the committee to consider.

**19. TO DISCUSS REPORT FROM TOWN'S TREE WARDEN IN RESPECT OF TREE PLANTING AT SOUTH EAST CORNER OF QEII FIELD (& CRICKET GROUND)**

It was unanimously agreed that no trees should be felled and no new trees planted in this area. If approved in the budget for new financial year the council will carry out a survey of all trees in its ownership and these trees will be assessed as part of this process.

**20. TO DISCUSS EMAIL RECEIVED FROM RESIDENT IN RELATION TO UPDATING THE PLAY EQUIPMENT IN KING GEORGE'S PLAY AREA**

This suggestion will be added to the wish list for the 3 year strategic plan.

**21. TO DISCUSS ESTIMATE RECEIVED FOR REPAIRING DRY STONE WALL AT BOTTOM OF QEII FIELD**

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Day that the committee approve the expenditure to repair the wall, from Mr W Lockey, at a cost of £725. **RECORD OF VOTING** – All in favour. **Motion carried.**

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

None.

**23. MEETING CLOSED:** 8.48 pm.

**24. NEXT MEETING:** Thursday 17<sup>th</sup> January 2019 at 7.00 pm.

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