



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 30TH MAY 2019 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM

PRESENT: Councillors: J Davies (Chairman), L Rixon (Vice chairman), S Clarke, H Cheston, V Davies, B Eddolls (Chairman of council) & Mrs H Siphthorp, Clerk/RFO of the Council

Also in attendance: Mrs C Stubbs & Mrs L Silvalingam representing Stow Primary School PTFA

1. TO ELECT A CHAIRMAN UNTIL MAY 2020

RESOLVED – Proposed Cllr Cheston, seconded Cllr Rixon that Cllr J Davies be elected. **RECORD OF VOTING** – All in favour. **Motion carried.**

2. TO ELECT A VICE CHAIRMAN UNTIL MAY 2020

RESOLVED – Proposed Cllr J Davies, seconded Cllr Eddolls that Cllr Rixon be elected. **RECORD OF VOTING** – All in favour. **Motion carried.**

3. APOLOGIES FOR ABSENCE: Cllrs Clarke, V Davies & Deacon & Advisor Mr N Surman. Cllr Curtis recorded as absent.

4. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA: Members were reminded to declare any interests in items on the agenda as the meeting progressed.

5. TO SIGN AS CORRECT THE MINUTES OF MEETING HELD ON 21ST MARCH 2019

RESOLVED – Due to change of committee membership the meeting was inquorate to sign the minutes. It was therefore proposed by Cllr Eddolls, seconded Cllr J Davies that as the minutes had been circulated and no comments received that they be signed by the chairman as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**

6. CHAIRMAN'S ANNOUNCEMENTS

None.

7. QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT

None.

8. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 21ST MARCH 2019

3 year strategic plan for this committee, kindly produced by Cllr Day after the meeting of working party, had been circulated to all previous members. A new working party needs to be set up to revisit this document and to include financial information. Clerk said she would talk this through with the chairman and then she will set up a working party to take this document forward. Clerk to resend the draft document to all members (old and new) as a reminder.

Cycle rack had been delivered and GCC Highways had picked it up and will install.

Clerk had met with Messrs Bill & Hugo Cheston with regard to the refurbishment of the pavilion and as requested by the committee had asked for a written Business Plan for their ideas and to consider insurance/licenses required. This had not been forthcoming but Mr Hugo Cheston was present as a new member of council and indeed of this committee and said he would action this as soon as possible.

VIC website had been updated to new format. Clerk to chase VIC staff in relation to a list of more businesses and their information that could be included on the website.

Replacement of litter bins. Stow Civic Society had offered to look into this some time back but nothing forthcoming to date. Clerk to get update from chairman of the Society but in the meantime the deputy clerk is researching what is available and will be presented to the committee at a future meeting.

The dog foul bin in Maugersbury Park has been replaced by Ubico and a new bin also installed in Oddington Road, because the original one had been stolen.

9. CHRISTMAS 2019

i) **To consider estimates in relation to refurbishment of “star” decorations for St Edward’s Hall, more tree lights and to approve expenditure**

Clerk asked for expenditure approval for circa £6,247 which will cover the cost of new tree lights, including installation by tree surgeon, for two acer trees on Stocks Green, electrician costs to check all bulbs and cables on building light strings, refix any cables hanging down and set up all timers, hang three over road decorations, reenergise supply for existing tree lights and Christmas tree but excludes cost for connecting new Christmas tree lights on Stocks Green, (clerk also pointed out that the cost from the electrician had not been forthcoming so she had estimated the cost but will eventually get a firm price from the contractor), cherry picker, refurbishing 12 off “star” decorations for St Edwards Hall (again exact number of star decorations to be confirmed), lease hire for three over road signs and storage by supplier, payment for electricity taken from the owners of various properties in the town to power the lights and finally, supply, install and remove 20ft Christmas tree for Stocks Green. **RESOLVED** – Proposed Cllr Rixon, seconded Cllr Eddolls that expenditure is approved using the earmarked reserve for Christmas lights and balance from this year’s budget. **RECORD OF VOTING** – All in favour. **Motion carried.**

It was agreed that the clerk will continue to pursue the possibility of erecting lights on the oak tree at The Fountain and on the oak tree at The Shrubbery, with GCC street lighting, as a possibility for next year.

ii) **Replacement of LED bulbs for strings of lights on buildings update**

Still awaiting date from electrician and clerk will continue to chase to ensure that this is done during the summer/autumn and before the weather turns cold.

iii) **Decorating the Christmas tree**

Mrs Sivalingham volunteered to research the supply and cost of the baubles which could then be decorated by the pupils of Stow Primary School. The chairman of council would then judge the decorated baubles and he would choose a winner from the infants and another from the juniors. These two pupils would then switch on the Christmas tree lights on 6th December 2019.

iv) **Christmas lights switch on event on Friday 6th December 2019 and confirm format it will take and timings etc**

Agreed this would be scaled down and be very much a community event. No fairground rides, no PA system but a microphone will be needed and clerk to check if the one in the office works, Stow Soup Society to provide free soup for donations, clerk to ask landlord of Queen’s Head if they would supply the mulled wine and apply for the license to sell. The children will still sing seasonal songs but everyone will join in with the singing of carols (clerk will supply carol sheets), PTFA to ask Mr Steve Hartley if he would supply the music once again, Father Christmas will attend and give out sweets (hopefully donated by Tesco) and will arrive as usual on Stow Fire Engine. Clerk to ask Tesco if they will supply the mince pies to give out free of charge and again asking for donations towards the Christmas lights fund. The event will start at 5.30 pm with the light switch on at 6.00 pm. Clerk is to apply for road closure to ensure safety of all present.

10. BONFIRE NIGHT – FRIDAY 1ST NOVEMBER 2019 AND TO DISCUSS FORMAT OF THE EVENT AND ACTIONS REQUIRED

A discussion ensued and it was agreed that the format would be exactly the same as last year. Clerk to contact Mr Boers to ask if he would be prepared to help with the bar and to apply for the

license. Better management of the grass verge on Lower Swell Road is necessary this year and it was agreed a volunteer would manage this area on the night. Last year cars parked on the grass verge/highway and blocked the footway for pedestrians coming to the event from The Swells. Clerk also suggested that in view of the hire costs that the committee should consider purchasing four walkie talkies which could be used for any future event. Expenditure approval will be sought at a subsequent meeting.

Clerk confirmed that G-Force will do a STOW 2019 firework which this year would be accompanied by Stow Primary School three rings logo.

Clerk to also obtain a cost for two new banners but the same design would be utilised but would carry the wording "First Friday in November" which is the set date for this event.

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

A member said that Fleece Alley is in need of attention and the weeds need spraying off. Clerk to report to CDC.

12. MEETING CLOSED: 8.20 pm.

13. NEXT MEETING: Thursday 13th June 2019 at 7.00 pm.

Signed: _____ Chairman Dated: _____

DRAFT