



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 13TH JUNE 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, M Deacon & Mrs H Siphthorp, Clerk/RFO of the Council

Also in attendance: Advisor Mr N Surman

1. **APOLOGIES FOR ABSENCE:** Cllrs V Davies & H Cheston. Cllr Curtis recorded as absent.
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 – TO SIGN AS A CORRECT RECORD THE MINUTES OF MEETING HELD ON 30TH MAY 2019**
The meeting was inquorate to sign the minutes due to membership changes. So it was **RESOLVED** – Proposed Cllr J Davies, seconded by Cllr Rixon that as the minutes had been circulated and no comments received that the chairman should sign as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**
None.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC***
None as no members of public present.
6. **CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 30TH MAY 2019**
A working party needs to be set up for this committee to look at 3-5 year strategic and financial plan. It was agreed as several members were not present that this would be placed on the agenda for June council meeting to enable a group to be formed to carry this forward.
Business plan etc awaited from Stow Cricket Club.
Mr Boers had agreed to organise the bar for the Bonfire event and the Temporary Events Notice had been applied for and he had been reimbursed the fee.
Fleece Alley along with all alleys in the town had been sprayed off for weeds.
Spring Gardens Allotments will enter the site into Moreton Show Allotment Competition.
Gypsy Fair parking on King George's field had made a profit of £260.
A resident had sent an email congratulating the Community Payback Team for creating a habitat that has encouraged a pair of wrens to nest on the field.
7. **TO REAPPOINT MR NIGEL SURMAN AS ADVISOR TO THIS COMMITTEE ON TREES**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Rixon that Mr Surman be reappointed until May 2020. **RECORD OF VOTING** – All in favour. **Motion carried.**
8. **TO REVIEW COMMITTEE'S TERMS OF REFERENCE**
RESOLVED – Proposed Cllr J Davis, seconded Cllr Rixon that the only amendment necessary is to the time of the meetings which will now read 7.00 pm. **RECORD OF VOTING** – All in favour. **Motion carried.**

A member also questioned if reference should be made to each of the committee's long term strategy by adding an extra paragraph. Clerk said the Strategic plan comes under the remit of Finance & general purpose committee and would check the wording in their Terms of reference.

9. CHRISTMAS 2019

- i) **To discuss reinstating Mr Cowley at Christmas Tree lights switch on event as need his generator to power lights etc at a cost of £90**

RESOLVED – Proposed Cllr Deacon, seconded Cllr Clarke expenditure approved.

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

- ii) **Discuss and approve expenditure to purchase baubles for Christmas tree which Stow primary school pupils will decorate**

Mrs Silvalingham had kindly sourced and supplied costs for the baubles. **RESOLVED** –

Proposed Cllr Rixon, seconded Cllr Deacon that expenditure of £50.83 is approved to purchase 135 baubles. **RECORD OF VOTING** – All in favour. **Motion carried.**

10. TREE SURVEY

- i) **Discuss report in relation to trees that come under this committee's remit**

Everyone agreed that this was a very good and useful report. Clerk said that she would now put it out to contractors to quote for the works based on timelines suggested by the consultant.

- ii) **To discuss and review three estimates for the immediate felling of a sycamore tree on QEII field with a view to appointing a contractor and to approve expenditure**

RESOLVED – Proposed Cllr Clarke, seconded by Cllr Rixon that Stockwell Davies Limited is appointed to remove tree to 5 metres at a cost of £1500 + VAT. **RECORD OF VOTING** – All in favour. **Motion carried.**

It was also agreed that the clerk would produce a poster to go onto entrance gates explaining why the council is having to carry out this work.

11. ADLESTROP OPEN DAY POSTER WHICH WAS PUT INTO LOCKED VIC NOTICEBOARD ADJACENT TO PUBLIC CONVENIENCES IN MAUGERSBURY ROAD IN COUNCIL'S OWNERSHIP

Clerk to make enquiries to ascertain who organises this event and contact them to express council's displeasure as to what they have done and as a result the encapsulated poster inside now has holes in it which will let in water.

12. TO DISCUSS DAMAGE TO DRY STONE WALL ON QEII FIELD CAUSED BY A TRACTOR TYRE AND ACTION TO BE TAKEN

Clerk had obtained a cost to repair this section of the wall which amounts to £250. **RESOLVED** – Proposed Cllr Deacon, second Cllr Clarke that clerk should write to Stow Cricket Club to ask them to fund this repair as the tyre had been brought onto the field by them. **RECORD OF VOTING** – All in favour. **Motion carried.**

Clerk was also asked to point out certain H & S issues in relation to the cricket club machinery too.

13. TO DISCUSS MEETING WITH CLERK AND RESIDENT WHO CHAMPIONED THE "DOG TURDINATOR" CAMPAIGN AROUND THE TOWN

Clerk had met with the resident who had organised this campaign. He had handed over spare dog poo bags and stencils which the council can use in the future.

14. TO DISCUSS GATE WHICH HAS BEEN ERECTED BY AN ADJACENT PRIVATE PROPERTY IN SPRING GARDENS INTO ALLOTMENTS AND ACTION TO BE TAKEN

RESOLVED – Proposed Cllr Deacon, seconded Cllr Rixon that the clerk should write to the owner and ask them to remove the gate and replace with a fence within 3 months of the date of the letter.

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

15. TO REVIEW SPRING GARDENS ALLOTMENT TENANCY AGREEMENT

Clerk said that the chairman of Spring Gardens Allotments Association said he did not think any changes are necessary. **RESOLVED** – Proposed Cllr Deacon, seconded Cllr Rixon that the only amendment is to point 18 whereby the wording “No dogs” will be capitalised and in bold. **RECORD OF VOTING** – All in favour. **Motion carried.**

16. TO REVIEW SPRING GARDENS ALLOTMENT RENT FOR NEW SEASON EFFECTIVE 1ST JANUARY 2020 (CURRENTLY £23 PER PLOT IRRESPECTIVE OF SIZE)

RESOLVED – Proposed Cllr Deacon, seconded Cllr Rixon that the recommendation to council is to increase the rent per plot, irrespective of size, to £24. **RECORD OF VOTING** – all in favour. **Motion carried.**

17. TO DISCUSS ROSPA PLAYGROUND INSPECTIONS FOR KING GEORGE’S FIELD AND SPRING GARDENS ALLOTMENTS PLAY AREAS

Clerk gave overview of the reports saying that there are a few minor items (but not urgent) to be dealt with. She will obtain costs for approval.

18. TO DISCUSS AND APPROVE EXPENDITURE TO PURCHASE FOUR WALKIE TALKIES FOR USE AT COUNCIL EVENTS

RESOLVED – Proposed Cllr Clarke, seconded Cllr Deacon that expenditure approved to purchase 6 off VHF radios at a total cost of £894 + VAT and £75 for 5 year Ofcom license and that the expenditure is funded by the fee paid from monies received for the hire of field for a wedding. **RECORD OF VOTING** – All in favour. **Motion carried.**

19. ANY OTHER BUSINESS (ITEMS TO BE DISCUSSED AT THE NEXT MEETING)

None.

20. DATE OF NEXT MEETING – Tuesday 30th July 2019 at 7.00 pm.

21. MEETING CLOSED – 8.20 pm.

Signed: _____ Chairman Dated: _____