



# Cricklade Town Council

## First Town on the Thames

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### COMMUNITY AND LEISURE COMMITTEE MEETING

TUESDAY 3 January 2012

7.00pm at Ockwells

#### Councillors present:

Cllr T Robertson – Chairman  
Cllr B Beasley                      Cllr M Clarke                      Cllr R Case  
Cllr H Jain-Brar                      Cllr A Jensen                      Cllr D Tetlow  
Wiltshire Cllr Peter Colmer – non voting member

#### 2 Members of the public

The fire instructions on the entrance door were pointed out.

Public Question Time – There were no questions

### MINUTES

11.73 **Apologies for absence** – Cllr G Chapman, Cllr M Hatton, Cllr J Norman, Cllr R Szybiak

11.74 **Declarations of Interest** – There were none declared.

#### 11.75 **Minutes**

The Minutes of the meeting held on the 22 November 2011 were signed by the Chairman and adopted as a true record.

#### 11.76 **Clerks Report from 22 November**

##### 10.118 Skate Park

Councillors considered the report from the Town Clerk and AGREED to move forward with the recommendation to progress with grant applications for the half pipe and extension. To be progressed by Officers.

##### 10.133 St Sampson's Closed Churchyard

Cllr Colmer, David Osborn & ATC to revisit number of available spaces at Cricklade Cemetery – weather permitting to be Agenda item 31 Jan. ATC to investigate possibility of ashes interment in Closed Churchyards, Rev. Judy Ashby supports the scheme - letter to D of B sent. **Cllr Tetlow asked why ashes were not permitted in The Remembrance Garden and should the Jubilee Wood be considered - the Remembrance Garden Working Party made the decision regarding the ashes – ATC to provide background to the decision.** The Repair of Monuments was agreed with delegation to ATC to take forward – WC Conservation Officer confirms Listed Building Consent is required, a DAC from the Diocese of Bristol will also be required and possibly a Faculty. Requests have been sent to D of B for relevant information to complete LDC forms. Pollarding of remaining trees has been completed.

##### 11.10 Town Guide 2012-13

All documents have been submitted to company - waiting for proof

##### 11.18 Cricklade Playing Fields Committee

A meeting took place on 18 August with all parties present, agreement was reached to review and amend roles and responsibilities or look at alternatives. A subsequent meeting has taken place and the CPFC are updating their procedures, the Constitution will be amended to reflect this. Cllr Robertson is working with CPFC Treasurer to update constitution.

##### 11.32 Adopt A Kiosk

At 30 August C & L correspondence was received relating to the discontinuation of the telephone service to the Whitehorse Road kiosk. Councillors asked for a detailed breakdown relating to the 171 free calls made in the last 12 months to see how many 999 calls were included. Councillors were disappointed that no consultation had taken place prior to notification. Details have been requested, despite a number of attempts to contact no response. Following Nov meeting a letter has been sent direct to BT

##### Eastern Roundabout

Section 96 for trees, landscaping and planters is ready to be issued, once handover to WC complete. On Dec 16 CTC received a letter from Highways Agency to say the Secretary of State

has published and made an order to detrunk the section of road and roundabout to reclassify as country road. Public Notice to appear in Swindon Advertiser on 22 & 29 Dec – the public has 6 weeks to object. Bloomers Meeting to take place on 12 Jan to discuss enhancement designs (See extract of Aug mins attached) to be on C & L Agenda 31 Jan.

#### 11.69 Leisure Centre Trees

The trees were originally planted by CTC to help prevent footballs being kicked into the garden following complaints by the then owners of the property. A fence was then put up on CTC side to prevent footballs from going underneath the trees. The new owners have removed their boundary fence so it appears the leylandi are in their garden and the fence erected by CTC is now the boundary line. PT&C Committee have already challenged the position and a WC Surveyor has visited. After the initial reaction that they intended to do nothing further they have now agreed that the matter should be pursued. WC Officers will revisit the plans and have also suggested we erect another fence. Councillors AGREED the following:

ATC to obtain current position between Wiltshire Council and developers – No further forward  
ATC to confirm who is responsible for boundary maintenance – CTC (section of lease available)  
Site visit by Groundsmen to obtain photographs and establish if original boundary posts still exist.  
ATC to obtain costs to replace boundary fence – Not yet available

Councillor Clarke joined the meeting

#### 11.77 Correspondence

- i) Councillors NOTED the invitation to take part in Communities in Bloom International 2012 competition. ATC to reply and thank them for the invitation stating Cricklade has decided not to enter any competitions in 2012. 2012 is a busy year for Cricklade and we are concentrating on the Diamond Jubilee celebrations and the Olympics.
- ii) The Cricklade Country Way Project has notified us that they have withdrawn the outline planning permission application made in 2007. They intend to reassess feasible options, before resubmitting they will use reuse relevant information and reports if applicable. They will continue to have meetings and will progress with funding applications.

#### 11.78 Dog Control Orders

In February 2011, Members resolved to support the informal consultation proposals from Wiltshire Council relating to Dog Control Orders and suggested areas within Cricklade they felt should also be included.

CTC has now been asked to formally request the specific areas highlighted in the informal consultation to add to the proposed Dog Control Orders, and to accept that the enforcement for the additional areas lie with the CTC. The formal consultation begins at the end of January 2012 to bring into force on 1 May. The Orders are:

1. Cleaning up after a dog has fouled - A comprehensive order to cover most land in towns and villages to which the public have a right to access.
2. Dog Exclusion - Dogs will be excluded from all enclosed children's play areas covered by an existing order.
3. Dogs on Lead – Mainly used to confirm an area already covered by an existing order.
4. Dogs on lead, at the instruction of an authorised officer – A comprehensive order will be made covering the same land as covered under 1 above. Probably only to be used when a dog is not under proper control.

Councillors reconsidered the areas identified in February 2011 and RESOLVED not to add any specific areas to Order 1, as it was felt all areas came under this description. With regard to Order 2 Councillors RESOLVED to add Bath Road Play Area, Leisure Centre Playing Fields, the Rugby and Cricket Fields and delegated to ATC to reply to the consultation request. After discussions Councillors AGREED to delegate to Cllr Robertson and ATC to reprint in the Chronicle the dog fouling article of last year with the inclusion of the new orders, also listing those areas we have received complaints about. Costs to be met through a suitable C & L budget.

#### 11.79 Diamond Jubilee

**Mosaic** - At the C & L Meeting held on Tuesday 22 Nov - Councillors RESOLVED to keep the mosaic design confidential until a communication strategy was agreed and gave delegated authority to the Working Party to arrange a date and organise the celebrations for the unveiling ceremony. Debbie Stirling is planning to finish the mosaic in mid May. Thursday 31 May at 7pm has been set for the Opening Ceremony. Councillors considered the Press Release and article for The Chronicle to launch the mosaic design (articles to be followed up with a window display in the Council Offices). Councillors RESOLVED to release the draft press release and the article for the February Chronicle.

**Portmeirion China** – Councillors NOTED the decision made in December by members of C & L agreeing to the release of funds (in principle) to cover the purchase of 500 dishes. Portmeirion required confirmation before Christmas that the design and certificate were acceptable to enable them to schedule for manufacture. Each dish will have the mosaic design, the Royal Worcester logo back stamp, a Royal Worcester Box and a Limited Edition certificate, at a cost of £9.30 each,

### **Wine Label Recommendation**

The Working Party requested the C & L Committee NOTED the final version of the wine label. Cllr Jain-Brar suggested an amendment to the label, Councillors AGREED to the suggestion. Councillors RESOLVED to delegate to the ATC the authority to send the wine label to the supplier and arrange for the delivery of the wine to CTC, subject to the label amendment which will be actioned by Cllr Tetlow.

Councillor Colmer reminded Members there was £10,000 available from the Area Board for Diamond Jubilee Celebrations for community groups and councils. The Diamond Jubilee Working Party is to advise the Court Leet as this could be a possible funding stream for the Jubilee beacon and lighting up event. The Area Board still has community grant money available for community groups to apply for the last meeting of the Area Board is 25 March.

### **11.80 Fiddlers Allotments**

We have had a request from residents of Fiddle Farm to reduce the height/width of some of the trees in the Fiddlers Allotments as they are invading their light. They do not wish the trees to be removed. CTC under terms of the lease are responsible for the hedges and trees. The conifer trees are approximately 15 metres from the property and the willow over the pond is approximately 10 metres away. David O is unable to do the work so a local tree surgeon was contacted for advice. **Conifer Trees** - The Tree Surgeon feels it would not be right to take out the tree completely and suggests it is reduced by 50% to create a flat top hedge. **Willow** - The Tree Surgeon feels the tree should not be removed, the best option is to pollard right down to 3-4 feet and let re-shoot - the Groundsmen can then pollard the new shoots every 2 years. He suggests in both cases to brush the waste (cut to small pieces about 18inch lengths) which is excellent for the wildlife and to leave around the rushes/grasses surrounding the pond and area.

Councillors RESOLVED to accept the Clerks Recommendation to obtain quotes to reduce conifer trees and to pollard willow to 3-4 feet and to brush all waste. ATC to contact owners of the land and let them know of our intentions to see if they have any objections.

### **11.81 Groundsman's Van**

**History** – At the C & L meeting on 22 Nov, Councillors RESOLVED to purchase a Ford Transit (or similar make) flat bed at a cost not exceeding £9,500 + VAT and delegated to Town Clerk with Cllr Beasley's input to purchase a vehicle to that effect.

**Update** – Councillors considered the report from the Town Clerk. A cheque for £1,600 in payment of our insurance claim (under a comprehensive policy) has been received - fault is still undecided. A small number of vans have been considered and a suitable replacement has been identified and has been viewed by David Osborn and Councillor Beasley. This is a Ford Transit 350 TDCi (115) single cab 12' alloy with a drop side and long wheel base. It was first registered in Sept 08 and is on a 58 plate, it has done 40,000 miles, has a full service history and only one previous owner. The cost of the vehicle is £10,350 + VAT (To include full service and MOT). Councillor Beasley added that this vehicle is larger than the one previously considered, a long wheel base would be more versatile and accommodate more load which in turn means less journey time and less fuel. It is a very good condition and a great opportunity to purchase a van that will be a real asset for future work around Fairview Fields and Long Close, general building work, gritting, etc.

The cost is £850 above the price suggested at the previous meeting.

Councillors considered the Officers Recommendation and RESOLVED that the:

- i) Income from the insurance claim (£1,600) is used to offset the increased one-off cost of the vehicle. (£10,350 less £9,500 = £850) and that the identified van is purchased.
- ii) Insurance for the new vehicle is transferred to the company dealing with CTC's overall business insurance and that the additional premium for the current year (£475) is paid from the C & L contingency budget For 2012/13 the element of the C&L budget line (code 2125) dealing with the van insurance at £463 is transferred to the budget line dealing with business insurance (code 1525).

Councillors AGREED to consider the transfer of the grounds machinery insurance budget allocation to P & R for 2012-13 for inclusion within the business insurance at a future meeting together with the review of Ear Marked Reserves.

### **11.82 Cricklade Markets 2012**

Councillors considered the report from the ATC.

**History** - In 2011, Cricklade was scheduled to hold a PARAS Bristiel continental market on the 20/21 May. Unfortunately the market owners could not provide all the necessary papers to obtain permission from Wiltshire Council to hold the market in the High Street, this coupled with the closure of the slip roads on the A419 into Cricklade over the same period led to its cancellation. At the C & L meeting held on 31 May 2011, Councillors asked for the market to be rescheduled with a long term date once Wiltshire Council received the necessary paperwork given permission.

**Update** - The PARAS Bristiel – continental market (due to other commitments) was unable to reschedule to visit Cricklade later in 2011 and as their current papers would not be valid for 2012 they

did not submit them to Wiltshire Council. They would still like to come to Cricklade although no 2012 dates to visit UK have yet been set. They have suggested they come to Cricklade in either April, August or September for one day either on a Friday or a Sunday this would give them two clear days to visit a larger town near by. ATC has also contacted the Markets Team Leader for Wiltshire Council who offered a French or Italian Market in 2010 and has lodged an interest in holding a market in Cricklade during 2012. Councillors NOTED the report.

#### 11.83 **Liaison with Outside Bodies**

Members gave the following updates:

**Cotswold Water Park Joint Committee** – The last meeting was cancelled.

**Town Hall Committee** – A written report from Cllr Dentith stated that the flat roof has been leaking; the Committee has obtained quotes and have replaced the damaged area. The steps each side of the stage are old and concerns were raised as to their safety - an inspection has taken place and they are fine.

**Playing Field Management Committee** – Already covered under Clerks Report.

**Jenner Hall Restoration Committee** – Cllr Robertson reported that a management meeting was due to take place in a few weeks. Santa's Sleigh was hampered by bad weather and was unable to visit all of the advertised areas of Cricklade.

**Cricklade Country Way Project** – Cllr Tetlow had already updated members under correspondence on this agenda.

**Heritage Trail Project** – Cllr Tetlow informed Members that the project was moving forward, the draft design for the Thames board (to be sited at the Thames Bridge) is about to go to the Designer. The Tithe Barn board which includes work by local children will be sent to the designer shortly. The next board will be the High Street South board (to be located on green area by Town Hall) to include Ockwells, 23 High St and the Weighbridge. All the funding is in place for these boards. A report will be given to the Area Board in the near future explaining how the project has progressed.

**Cricklade Bloomers** – Eastern Roundabout had already been covered under the Clerks Report. Cllr Robertson informed Members that the first phase of planting at the Jubilee Wood as part of The Big Tree Plant was very successful. Next planting phase planned for February.

#### 11.84 **Working Parties Update**

**Diamond Jubilee** Meeting Notes – NOTED. Councillor Tetlow added that the Jubilee Beacon is with Officers to move forward and the Court Leet to identify a suitable design. CTC window will display the design and build stages of the mosaic Cllr Tetlow is discussing the celebration book with Marion Parsons. Ball/Dance is with the Working Party. Cllr Jensen confirmed that the Janice Performance Trust (who offered to give a Jubilee performance of their July show which is based on 60 years of art in Swindon) will perform two slots of 20 mins at the Cricklade Festival. Next Working Party meeting on 18 January.

**Long Close** English Heritage has conducted a site visit – positive feedback. The Rights of Way Officer to visit on 6 January. Next Working Party meeting on 17 January.

**Youth Provision** Cllr Case has decided to step down from this Working Party, Cllr Jain-Brar agreed to join the Working Party. Next Working Party meeting 19 January.

Meeting Closed 20.10