



Meeting	Recreation & Leisure Committee
Date	Wednesday 17 September 2025
Report Title	RECEIVE update on Everside lane improvement works and AGREE actions
Author:	Projects Officer, Johanna Hutcheson

Officer's Recommendations:

1. Agree key project milestones
2. Note of required permissions and stakeholder communications
3. Confirmation of volunteers to assist with distribution of the resident letter

BACKGROUND:

On Wednesday 3 September 2025 Full Council ratified the Working Party recommendation to appoint Cotswold Surfacing to carry out the works to Everside Lane and Jubilee Playing Field second car park as per the published tender.

Key Project Dates:

DATE	MILESTONE	NOTES
W/C 22 September	Local resident letter	Cllrs needed to deliver letter
Monday 6 October	All risk assessments, method statements, licenses and insurance documents to be received by Cam Parish Council	Working Party will be asked to review and confirm acceptance
Friday 17 October	Working Party sign-off safety documents	
Monday 20 October 2025	Works to commence	
Friday 7 November 2025	Works to be completed	
Friday 7 November	Works to be reviewed on site and signed off	WP, Clerk & Projects Officer with contractor



REVIEW OF KEY STAKEHOLDER UPDATES:

Notify Fields in Trust (notified, no response)	W/C 10.03.2025 W/C 07.07.2025
Environmental Health – SDC notified regarding proposed works and contaminated land issues. Response received and actions completed.	W/C 10.03.2025
Landowner and farmer contacted to establish ownership of ditches, hedges and informed of proposed works. Informed of dates for project – landowner has confirmed. Response received and actions completed.	W/C 10.03.2025
Public Rights of Way – check lane surface material for all users Response received and actions completed.	W/C 25 August
Football clubs: notify of intended works, removal/relocation of container for resurfacing works and key dates of project Response received and actions completed. Updated again W/C 25 August with expected start date of works.	W/C 10 March
Gloucestershire Highways – notification of lane closure Response received, and actions completed.	W/C 25 August