

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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To Parish Councillors,

You are hereby summoned to attend a Meeting of the Parish Council to be held at **7.00pm on Wednesday 3rd April 2024** in the Windrush Room at The George Moore Community Centre for the purposes of transacting the following business.

The meeting will be open to the public unless the Council otherwise directs.

Papers for the meeting can be viewed in Dropbox – please click the link [Papers](#).

Sharon Henley

Mrs Sharon Henley

Clerk/RFO

26th March 2024

AGENDA

Public Session:

The Police, County and Ward District Councillors will be invited to report on matters affecting the Parish.

A 10-minute period will be set aside for the public to raise questions for Council's subsequent consideration.

23/528 Apologies for absence: To receive.

23/529 Declarations of Interest: To note.

23/530 Approval of the draft minutes of 6th March 2024 Parish Council Meeting.

23/531 Matters Arising: Consider matters arising for items not on the agenda.

23/532 Clerk's Report: To receive an update.

23/533 Rescission notice under Standing Order 7 of matters minuted under 23/455 and 23/488 where it was agreed not to arrange a further meeting with CDC to discuss use of the Rissington Road car park for coaches.

Motion proposed by Cllrs Macklin, Wragge and Hadley. We propose that the resolution passed at the Extraordinary Parish Council 18th December item 23/237 be brought back to the table. This resolution called for the Parish Council to arrange a meeting with the decision makers at CDC to try to find a way forward and revisit the proposal to use the Rissington Road car park for coaches in some capacity. It is the ambition of this proposal to leave no stone unturned in trying to find a solution to this problem by talking to the decision makers.

23/534 Highways Committee

1. To discuss/vote on any issues raised at the meeting held on 25th March.
2. Coaches and Public Safety:
 - a) To note outcomes from meeting with Sir Geoffrey Clifton Brown and external organisations on 27th March.
 - b) To consider recommendations from the Committee following the resolution passed at the March Council meeting (Paper 1): The Highways Committee propose to Parish Council to opt for an Experimental TRO or a standard TRO subject to additional information.
3. Open evening with Residents to discuss traffic flow and parking on Thursday 21st March: To receive initial feedback and agree further actions required.

23/535 Planning Committee:

1. To discuss/vote on any issues raised at the meeting held on 20th March.
2. To review the proposed response by Cllr Davis from BotWPC to CDC Local Plan consultation (Paper 2) and agree final submission.
3. To note position statement on the Neighbourhood Plan in relation to the District Council's Local Plan.

23/536 Village Environment Committee

1. To discuss/vote on any issues raised at the meeting held on 20th March.
2. Village Green Railings:

- a. Set-up of railings: To approve a date of 4th November 2024.
- b. Quote for set-up and take-down (Paper 3): To approve a quote from idverde at £450 for set-up and £450 for take-down.

23/537 Youth & Wellbeing Committee: The next meeting is on 8th April.

23/538 GMCC Committee

1. To consider a request from Probus to have use of the Council owned Bluetooth PA system at their meetings in the Windrush Room on the second and fourth Mondays of each month.

23/539 Finance

1. To consider and approve the schedule of payments up to 3rd April 2024 (Paper 4a).
2. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
3. To note the bank reconciliation dated 31st March 2024 (Paper 4b), the Summary Report (Paper 4c), Financial Forecast to 3rd April (Paper 4d), Accounts Overview (Paper 4e) and Reserves Report (Paper 4f).
4. Payroll: To note adjustments to the March payroll.
5. Internal Audit 2023/24 (Papers 5a & b): To consider the auditor's report.

23/540 Policies & Governance: To approve the following draft documents:

1. Financial Reserves Policy (Paper 6a): Updated.
2. Privacy Notice (Paper 6b): New document.

23/540 Tourist Levy:

1. Projects 2024-25 (Paper 7): To approve recommendations from the informal workshop on 13th March. For onward submission to CDC for public consultation and subsequent funding of approved projects.
2. Planting at Clapton Row (Paper 8): £5,000 has been received from the Tourist Levy for this project from 2023-24 funds.
 - a. To agree on future use of existing stones.
 - b. To consider a quote from idverde at £5,149.25.

23/541 Village Green Hire: To approve requests received.

23/542 IT & Data Sub Committee

1. To discuss/vote on any issues raised at the meeting held on 12th March.
2. New Website:
 - a) To note legal requirements, including website accessibility information (Paper 9a).
 - b) To review quotes for set up and on-going provision, receive recommendations from the sub-committee and approve a new provider and budgetary source (Paper 9b, c, d & e).

23/543 Code of Conduct Training for Councillors: To receive an update from the Clerk and agree next steps.

23/544 Neighbourhood Plan Working Group (Paper 10): To receive an update from Cllr Davis.

23/545 GAPTC: To consider the following requests:

1. Call for Resolutions at GAPTC AGM on 20th July (Paper 11a): To agree any motions to be submitted for debate.
2. GAPTC Executive Committee (Paper 11b): To approve the nomination of a Councillor for the vacancy, if there is a candidate from the Council.

23/546 Reports from representatives on Outside Bodies: To receive reports, for information only.

23/547 Correspondence:

1. Bourton Roadrunners' Bourton Mile event 10th May – to provide feedback on event proposals (Paper 12a).
2. Notification of Police & Crime Commissioner Election 2nd May (Paper 12b).
3. Request re The Cedars (Paper 12c).

23/548 Items to Note: Matters for information only.

23/549 Next Meeting: Annual Meeting at 7pm on Wednesday 1st May 2024 in the Windrush Room, The George Moore Community Centre.

Public Session: A 10-minute period is set aside for the public to raise questions relating to matters on the agenda for Council's subsequent consideration.

23/550 Confidential Session: Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following item is confidential as it relates to legal matters. As such, the press and public are excluded from this part of the meeting.

23/551 To receive legal advice in respect of The Naight access road.