

**BOURTON ON THE WATER PARISH COUNCIL  
MINUTES OF THE MEETING OF BOURTON ON THE WATER  
PARISH COUNCIL HELD ON WEDNESDAY 6<sup>th</sup> JUNE 2018  
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

**Present:** Cllrs R Hadley (Chair), S Coventry, J Cowen, R Daniel, J Jowitt, N Randall, B Rogers, S Senior, B Sumner, B Wragge. Cllr L Hicks joined the meeting at Item 18/026.

**Standing Orders were suspended for the Public Session**

**Police Report:** There was no Police attendance, but a crime statistical report had been circulated to the meeting.

**County Cllr Report:** County Cllr Hodgkinson gave apologies but a written report was read out to the meeting.

**Ward District Cllr Report:** Ward Cllr Len Wilkins gave apologies, but a written report was read out to the meeting.

**Public Questions:**

A resident raised queries relating to commercial use of public litter bins and littering of the paved area in front of de la Hayes Fish & Chip shop. Both matters are being progressed by the Traffic/Footpaths and Planning Committees, respectively.

**18/022: Apologies for Absence:**

There were no apologies for absence.

**18/023: Members' Interests**

There were no additional interests not currently declared on Councillors' Registers.

**18/024: Minutes of the Meeting held on 2<sup>nd</sup> May 2018**

Cllr Senior proposed the Minutes of the Meeting of 2<sup>nd</sup> May 2018 be amended to record County Cllr Hodgkinson's comments, namely that GCC believes the surface of the paved area to the front of de la Haye's Fish & Chip Shop is owned by GCC, and that GCC has therefore requested the removal of the benches. A dispute regarding ownership is ongoing. Subject to that amendment, Cllr Jowitt proposed the Minutes are accepted as a true record of the meeting, seconded by Cllr Randall. Unanimous agreement of those members present in May. The Chairman was authorised to sign the Minutes at a later date, once the amendment had been inserted.

**18/025: Matters Arising from Minutes of the Meeting held on 2<sup>nd</sup> May 2018**

- the Council discussed issues arising from the Public Crime meeting on 24<sup>th</sup> May and noted a further meeting is being arranged with councillors, young people and youth leaders to discuss anti-social behaviour in general and to gather feedback from local youngsters on this issue;
- Committee membership for Cllr Coventry was agreed, as well as a September training date;

**18/026: Burial & Allotments Committee Report**

Cllr Daniel reported from the May Committee meeting and the following was discussed and agreed:

- Council noted the revised Heads of Terms issued in respect of the Springvale allotment site and support the committee's request for the original Heads of Terms to apply, which guarantees a tenancy for a minimum of 7 years;
- Council discussed the need for regular litter picking at the Cemetery and this was agreed in principle, subject to the Committee agreeing frequency and delegating responsibility.
- Council noted the Committee's recommendation that the Lych Gate remain open despite reports of anti-social behaviour there, and to instead request increased monitoring of this space. Additional wording for signage at the Cemetery was agreed "No young people under the age of 16 allowed within the Cemetery unless accompanied by a responsible adult."

**18/027: Playing Fields Committee Report**

Cllr Hicks reported from the May Committee meeting and the following was discussed further:

- Council noted deferment of the project to install additional equipment at the Naight to 2019-20 financial year to enable the Committee to focus on the delivery of a permanent Youth Club base;
- Council approved the application to Moore Friends for a grant to part-fund outreach sessions in 2018;

**18/028: Village Maintenance & Highways Committee Report**

Cllr Jowitt reported the Committee had not met in May, but there were no urgent issues to discuss at this time – the next meeting will be held on Wednesday 13<sup>th</sup> June at 7pm.



#### **18/029: Traffic & Footpaths Committee**

Cllr Randall reported from the May meeting and further discussion was held on ANPR's, the Committee's forthcoming meeting with GCC Highways Area Manager, the need to prevent PSV's from passing through restricted areas of the village centre, and concerns re the disposal of commercial waste in public litter bins. The Committee is considering the potential creation of a Tourism and Environment Committee to assist with the various issues arising from large scale tourism which impacts upon the village environment.

#### **18/030: Planning**

Cllr Sumner gave a verbal report on matters from the May Committee meeting. It was agreed to seek fee proposals from Willans and Kendall & Davies in respect of the clarification of legislation relating to bye-laws enforcement.

#### **18/031: Village Green Bookings**

- Council approved the request from Bourton Rovers FC in respect of the football-athon on 9<sup>th</sup> June and it was agreed the usual hire fee of £50 would be levied (8 votes in favour, 3 against – carried);
  - Council approved the request from Wind of Change relating to the band concert on 10<sup>th</sup> June;
  - Council did not approve the request from Rosco Production for a filming shoot on 18<sup>th</sup>/19<sup>th</sup> June.
  - The Village Green Bookings Committee was delegated to consider and recommend modifications to the existing policy on Use of the Village Green that will establish a standard response to future requests for film shoots of varying sizes. Committee to meet and discuss in September – date tbc.
- It was agreed that the office would identify different gazebo/stall pitches on the Green to be allocated in rotation to groups hiring the Green for duck races, to spread wear and tear on the grass over a larger area.

#### **18/032: Community Centre Update**

Cllr Sumner gave a verbal report following the May Committee meeting and the following was discussed further:

- Cllr Rogers is unable to act as Vice-Chair as she is not a member of this committee;
- Cllr Sumner proposed Council approve Chosen Fire Protection's quote in the sum of £125 to install a sounder to enable the Fire Alarm to be heard in the Old Chapel, seconded by Cllr Cowen. Unanimous agreement.
- Council noted ongoing problems with the foul water drainage system and agreed that a further meeting with AP Transport is required to consider whether the recent works complied with the specification issued – payment for this work will be withheld pending those discussions. Cllr Cowen will investigate whether the main ladies' toilet block cisterns can be adjusted to deliver an increased water flow.
- Council considered a report of a flat roof leak above Room 2 and it was agreed that Heritage Roofing would be asked to attend to repair this roof only, as an emergency;
- Council noted works to refurbish the lead light windows has been deferred for 1 month to a 2<sup>nd</sup> July start date, on the basis this date is adhered to, without fail.
- it was agreed the next Committee meeting will be held on Thursday 2<sup>nd</sup> August at 5pm.

#### **18/033: Finance:**

- Cllr Hadley read out details of payments. Cllr Rogers proposed the payments itemised on the circulated list in the total sum of £15,422.10 be approved and cheques signed, seconded by Cllr Sumner. Unanimous agreement.
- It was noted that as many payments as possible are now being made by BACS in order to reduce bank charges and streamline payments;
- Council deferred adoption of revised model Standing Orders to a later meeting – Cllrs Hadley & Rogers will report from their considerations;
- Council noted that storage of Council's financial data on the Cloud is optional, subject to payment of an additional charge and it was agreed there should be no change to the present arrangements at this time;
- It was agreed the next Finance & General Purposes Meeting will be held on Thursday 19<sup>th</sup> July at 4pm;

#### **18/034: Bye-Laws**

- Council noted DCLG's acknowledgement of receipt of revised bye-laws and confirmation that a response will be issued within 30 days;

#### **18/035: General Data Protection Regulations**

- Cllr Rogers provided an update following the introduction of new legislation on 25<sup>th</sup> May, and the Council is now compliant with the minimum statutory requirements. Further actions are ongoing to address other compliance issues.
- It was agreed Cllrs Daniel, Jowitt and Rogers will form a committee to deal with all matters pertaining to GDPR;
- Cllr Daniel's report regarding proposed modifications to the IT system to deliver a more secure system was discussed and it was agreed he would report further with specific proposals for Council to consider and adopt;

18/008



**18/036: Correspondence**

The correspondence list circulated to Council was noted and various actions agreed – these actions will be detailed on the annotated list to be displayed on the web-site.

**18/037: Any Other Business**

- Council considered information from the disbanded Chamber relating to the Christmas displays and agreed Cllr Hadley and the Clerk will meet with the former Chamber Chairman in September to discuss this year's display.
- Cllr Wragge reported from the recent CPRE AGM, and on progress from the Bourton Community Health project;
- Cllr Coventry raised a query regarding the volume of water pooling at the junction of High St and Sherborne St – to be progressed in committee;
- Cllr Hicks advised the plaque to commemorate Sharon Laws will shortly be ordered – a budget of £200 has been agreed;
- Cllr Hadley will seek support from councillors to complete preparations for the WWI commemoration; it was noted the cost of the plinth on which the VC memorial plaque will be set is likely to be iro £4.5k – for further consideration/approval when a quote is to hand;
- It was noted the Clerk will be on holiday on 4<sup>th</sup> July and it was agreed that Cllr Rogers will take minutes;

**18/038: Next Meeting**

The next meeting of Bourton on the Water Parish Council will be held on Wednesday 4<sup>th</sup> July 2018 at 7.00pm at the George Moore Community Centre.

**Public Questions:**

A resident submitted questions and information relating to the parking of PSV's in front of the former Co-Op gates, dementia friendly villages, the local provision for traveller sites and problems relating to refuse collections by UBICO at Bourton Chase III development – no further action required.

CHAIRMAN'S SIGNATURE.....



DATE:.....

04.07.18.

**Financial decisions:**

Minute No	Item	Power	Sum (ex VAT) £
18/026	Cemetery Litter Picking	Open Spaces Act 1910, s.9&10	tbc
18/032	Fire Alarm equipment - GMCC	Local Govt. Act 1972, s.133	125.00
	Drainage investigation and works - GMCC		tbc
	Roof repairs – GMCC		tbc
18/035	IT system upgrade	Local Govt Act 1972, s.111	tbc
18/037	WWI Commemoration – plinth	Local Govt Act 1972, s.111	tbc

18/009