

**BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER
PARISH COUNCIL HELD ON WEDNESDAY 7TH FEBRUARY 2018
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

Present: Cllrs R Hadley (Acting-Chair), J Cowen, R Daniel, R Hadley, L Hicks, J Jowitt, N Randall, B Rogers, S Senior, B Wragge

Standing Orders were suspended for the Public Session

Police Report: A crime statistical report had been circulated and the Clerk passed on a verbal report from the local Police team in respect of increased year on year ASB/criminal damage figures, and the measures currently under consideration, including a SARA plan, to address this issue.

County Cllr Report: County Cllr Hodgkinson gave apologies.

Ward District Cllr Report: Ward Cllr Len Wilkins reported on various planning matters, including planning officer comments and investigations relating to ongoing applications. Cllr Wilkins agreed to liaise with planning officers to ensure any unauthorised works at the Windrush Restaurant/Fish & Chip shop will be investigated and regularised accordingly. Permission for 3 new dwellings on land at Broadlands will be refused by planning officers.

Public Questions: There were no questions from the public.

17/253: Apologies for Absence:

Apologies for absence were accepted from Cllr B Sumner.

17/254: Members' Interests

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

17/255: Minutes of the Meeting held on 3rd January 2018

Cllr Cowen proposed the Minutes of the Meeting of 3rd January 2018 be accepted as a true record of the meeting, seconded by Cllr Hicks. Unanimous agreement of those members present in January.

17/256: Matters Arising

- it was noted that Cllr Senior had signed the Declaration of Acceptance of Office between meetings; he was welcomed to Council and his membership on committees was agreed;
- Cllrs Hicks, Rogers and Wragge will attend the N. Cotswolds Cluster Meeting on 27th February and discussion topics were agreed;
- Data Protection: It was agreed that Cllrs will discuss implications of the new Data Protection legislation at a meeting on 14th February and draw up a draft timetable and strategy for implementation of legislation, based on GAPTC's model toolkit. Cllr Rogers will attend a SLCC seminar on 1st March at which further information will be given – the seminar costs of £25 were unanimously agreed.
- Silver Jubilee DVD: It was agreed that a repeat showing will take place in Spring – date tbc; the donor of the film will be invited to nominate a charity to receive proceeds from DVD sales;

17/257: Casual Vacancy

- Council formally noted the resignation of Will Spiers (effective 27th January), and a timetable for the co-option process was agreed;

17/258: Burial & Allotments Committee Report

Cllr Daniel reported as follows:

- Cllr Daniel proposed Council agree a budget of £150 to create a disabled access ramp from the car park to the Jubilee Garden of Remembrance, seconded by Cllr Hicks. Unanimous agreement.

17/259: Playing Fields Committee Report

Cllr Cowen reported as follows:

- Cllr Cowen proposed Council approve the cost to provide additional weekly outreach sessions in 2018 (mid April-end August) at a total cost of £2,296.66, seconded by Cllr Hicks. Unanimous agreement. A grant application to offset some of these costs will be submitted to Moore Friends at the appropriate time. CMAS will be asked to make suggestions regarding engagement with local youngsters during winter months.
- Cllr Cowen proposed Council approve the cost of £40 to insert an advert in the Browser to recruit a lay inspector of play areas with effect 1st April, seconded by Cllr Daniel. Unanimous agreement.
- Cllr Hicks reported from Youth Club sessions – numbers have slightly increased and sessions are being actively publicised to attract additional members;

17/030 AH

17/260: Village Maintenance & Highways Committee Report

Cllr Jowitt reported as follows:

- Riverside Walk project: The bulk of the works are complete, subject to minor snagging and the installation of additional donated benches. Feedback has largely been very positive. The railings have been installed by the Jubilee sign and the majority of these works are also complete and have been well received.
- Village Green: It was agreed that fencing would remain in place until the end of April, as in 2017. Whilst it was noted that some traders have expressed concerns at the potential impact on Easter trade, on balance it was felt this action was necessary to protect the grass and deliver a robust and resilient surface that would last throughout the peak season – timing of removal to be monitored & agreed in committee.
- Chestnut Green footpath: Recent correspondence and Hickman's comments were discussed and it was agreed that Council would consider whether to undertake an elective investigation of problems relating to drainage once further information on the problems and potential solutions are to hand. The draft letter to the local trader will be revised and forwarded for further discussion by Council once a response is to hand.
- Council noted additions to the maintenance contract with effect 1st April 2018 in the sum of £2,070 pa.

17/261: Traffic & Footpaths Committee

Cllr Randall reported as follows:

- Cllr Randall proposed Council approve a budget of £150 to purchase a litter bin to be located by the north-bound bus-stop in Station Rd by The Furrows, seconded by Cllr Cowen, Unanimous agreement.
- Winter weather: The Council will approach a new contractor to take responsibility for re-filling grit-bins as and when necessary given the existing arrangement can no longer be provided. Resident requests for additional grit-bins will be considered on an ad-hoc basis but there is a limit to the number of bins which can be filled and re-stocked using Council resources. Cllr Randall proposed Council purchase a snow-thrower for use in clearing the Community Centre car park at a cost of £819 + VAT, seconded by Cllr Cowen. Unanimous agreement. It was agreed to suggest to the local schools that this equipment is made available FOC for clearing The Avenue, subject to school manpower being used to undertake this work – County Cllr Hodgkinson will be asked for a grant to help offset costs. Subject to satisfactory arrangements being identified regarding the re-filling of grit bins, it was agreed the existing Winter Weather policy is adequate at present, and can deliver a response which is proportionate to Council's resources.
- Cllr Randall proposed Council approve a budget of £200 to install signage to prevent pedestrian use of the C. Centre Station Rd boundary verge on safety grounds, seconded by Cllr Hadley. Unanimous agreement.

17/262 Planning:

Cllr Hadley gave a verbal report on matters from January's Committee meetings. Ward Cllr Wilkins will investigate proposals relating to local Gypsy/Traveller sites as raised during consideration of the draft Local Plan.

17/263: Village Green Bookings

A schedule of applications had been circulated. Cllr Hicks proposed Council approve all applications, as circulated, seconded by Cllr Jowitt. Unanimous agreement.

17/264: Community Centre Update

Cllr Hadley gave a verbal report on matters from January's Committee meeting. The quotation of £575 to apply cross hatch lining to prevent parking in unauthorised areas of the car park was considered excessive – a comparative quote will now be obtained for further consideration in committee. The annual H&S inspection of the building and grounds has recently been completed with only minor actions required, which are being progressed.

17/265: Finance

- Cllr Hadley read out details of payments – the updated list was circulated to the meeting. Cllr Cowen proposed the payments itemised on the updated list in the total sum of £18,659.64 be approved and cheques signed, seconded by Cllr Hicks. Unanimous agreement. Cllr Hadley reported a delay in transferring to online banking due to problems with Lloyds' internal administration of Multiple Payment Schedules;
- Cllr Hadley reported on other finance matters, including the following:
 - the satisfactory report (circulated) by Cllr Rogers of the 3rd qtr internal financial check 2017-18 was noted;
 - the Committee expenditure budgets for 2018-19 and total Council expenditure of £200,000 were noted;
- Cllr Cowen proposed Council approve the draft Investment Strategy and F&GP recommendation for the investment of £120k with effect 1st May, seconded by Cllr Hicks. Unanimous agreement.

17/266: Bye-Laws

- Cllr Rogers proposed Council approve the circulated draft revised bye-laws be approved for submission to DCLG, prior to adoption, sealing and advertising, seconded by Cllr Jowitt. Unanimous agreement. Once adopted, an abridged version will be published for display on notice-boards.

17/031 124

17/267: Community Plans

- There had been minimal response to the recent survey (13 responses received) seeking feedback on Council proposals to establish a Neighbourhood or Parish Plan, which was considered insufficient to take the proposals forward. Committees will now consider other ways to engage with residents and seek feedback to ensure resident wishes can be addressed through future projects. It was agreed that some form of internal Council Community Plan was required that could evolve over time and which would provide a framework for issues to be considered, and projects recorded and tracked.

17/268: 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.

17/269: Any Other Business

- Cllr Wragge reported from January's meeting with the Shared Healthy Communities Officer – further information regarding actions and grants will be circulated subsequently;
- it was agreed that the Village Garage Sale could be a biennial event, to be held next in 2019;
- a date is awaited for the Chamber AGM – Cllrs Rogers and Rogers will attend, if possible;
- Cllr Rogers reported from the Village & Community Hall Network Event in January – no action required;

17/270: Next Meeting

The next meeting of Bourton on the Water Parish Council will be held on Wednesday 7th March 2018 at 7.00pm at the George Moore Community Centre.

Public Questions:

There were no questions from the public.

VICE-CHAIRMAN'S SIGNATURE.....



DATE:.....

07.03.18.

Financial decisions:

Minute No	Item	Power	Sum (ex VAT) (PC contribution) £
17/256	Seminar fees	Local Govt Act 1972, s.111	25.00
17/258	Budget - Creation of disabled ramp in Cemetery car park	Open Spaces Act 1906, s.9 & 10	150.00
17/259	Youth outreach sessions 2018	Local Govt (Miscellaneous provisions) Act 1976, s.19	2,296.66
	Browser advert – play area inspector	Open Spaces Act 1906, s.9 & 10	40.00
17/260	Maintenance contract additional works	Open Spaces Act 1906, s.9 & 10	2,070.00
17/261	Budget - Litter bin	Litter Act 1983, s 5 & 6	150.00
	Snow-thrower	Local Govt Act 1972, s.111	819.00
	Signage	Local Govt Act 1972, s.111	200.00
17/265	Committee budgets 2018-19	Various	200,000.00
	Investment of Council reserves	Trustee Act 2000, Part 2	120,000.00

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