

Bourton-on-the-Water Parish Council

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To Village & Environment Committee Councillors

You are hereby summoned to attend a **Village & Environment Committee Meeting at 7.00pm on Wednesday 17th April 2024 in the Salmonsbury Room, The George Moore Community Centre** for the purpose of transacting the following business.

Papers for the meeting can be viewed in Dropbox: [Papers](#)

V. Oliveri

Mrs Vanessa Oliveri
Committee Clerk

11th April 2024

AGENDA

Public Session: Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).

- 1) **Apologies for absence:** To receive.
- 2) **Declarations of Interest:** To note.
- 3) **To receive and approve the minutes of the meeting held on Wednesday 20th March 2024.**
- 4) **Matters Arising:**
 - a) Grass verge agreement with GCC Highways. – To receive an update from GCC Highways.
 - b) Metal fence – To receive an update on the welding work to be undertaken on the eight points of the metal fence at Stanway Green.
 - c) War Memorial – To note that the war memorial repairs have been scheduled to be undertaken on 29th April 2024.
 - d) To receive an update on the replacement plaque with the red flowers on the Victoria Cross.
 - e) The tree survey had been booked for 22nd April 2024 onwards. This will be a 'negative survey' which means that all trees will be surveyed but the survey will only contain information on those trees requiring work. Cllr Roberts noted that there were trees in Jubilee Orchard that weren't included in the 2021 and 2022 surveys and Treotech have been asked to include these, as per the 2018 survey.
- 5) **Finance:**
 - a) To note the current Burials & Allotments and Village Maintenance Summary Report (**Paper 1**) and the Earmarked Reserves report (**Paper 1a**).
- 6) **Churchyard & Cemeteries:**
 - a) To note the Baptist Church have scheduled Memsafe to carry out memorial testing in the Baptist area of the cemetery during the week commencing 15th April.
 - b) Memorial repairs: Works to repair the unsafe memorials identified at the cemetery and St Lawrence's Churchyard have been scheduled to be completed by Memsafe week commencing 15th April.
 - c) The committee to receive completed risk assessments for St Lawrence Churchyard and Cemetery and to agree actions. (**Papers 2a & 2b**).
 - d) Rotted roof timbers at Lych Gate – To receive a detailed report from Paul Honour following investigations of the Lych Gate roof and consider quote for repairs. (**Paper 3**).
 - e) Dry stone walls at St Lawrence Church: To note the date booked for the work to be carried out on the dry stone walls at St Lawrence Church as per quotation received at the previous VEC meeting.
- 7) **Allotments:**
 - a) To receive an update for making new wooden bays for manure/chippings at the entrance to the Cemetery Lane site. The committee to agree to obtain a further quotation.
 - b) To receive an update on the provision of a sign at the allotments to explain that parking is for allotment tenants only.

- c) **Moreton Show Allotments Competition:** The committee to consider an entry of the allotments at the Moreton Show to be held on Saturday 7th September 2024. Closing date for entries is Friday 26th July 2024. The entry fee is £10.00 per allotment.
- d) To consider a request from tenant to put a beehive on Plot 20B.
- e) To receive an update on the requirement for further hard core to finish filling in the large holes in the track at the entrance to the Cemetery Lane site & Springvale allotment and agree action.
- 8) **Village Maintenance:**
 - a) Village Maintenance Contract: To receive an update on the progress of the scheduled works.
 - b) To consider photo evidence, to note impact on footpath, for PROW team as well as CNL (wardens) and Parish Council.
 - c) To note CNL already undertook work this winter through the warden work party, to improve the path. The committee to consider volunteers recommendation that much more work could be done to improve further stretches of this path if a relatively small funding pot could be found for more materials.
- 9) **Village Green:**
 - a) Cllr Roberts to update the committee on progress of the reseeding and returfing.
 - b) **Village Map:** Cllr Hadley to update the committee on the village map requiring to be updated.
 - c) **Maintenance of slabs along riverside walk:** To receive an update from Cllr Roberts who has been liaising with a contractor to get a quote.
 - d) **Victoria Street bridge** – Quotation being obtained to mirror copy the metal fence on the Victoria Street bridge to be positioned on the opposite side of the road to prevent people from jumping off the bridge parapet onto the grass by Payne’s Bridge.
- 10) **Back of War Memorial Regeneration Area:** The committee to receive a design and specification for the regeneration of the area at the back of the War Memorial.
- 11) **Regeneration of the pavement area in the High Street by the Cheltenham bus stop:** The committee noted that drawings and proposals were being drawn up at present on the regeneration of the pavement area in the High Street by the Cheltenham bus stop.
- 12) **Accessibility Audit:**
 - a) Dropped kerb – The committee to note that a specification for the dropped kerb has been received from GCC and three quotations for the work is being obtained.
- 13) **Hanging Baskets:** To receive an update on the provision of the hanging baskets in the village centre.
- 14) **North Cotswolds Rotary Group:** The committee to consider a request from North Cotswolds Rotary Group to purchase a bench for the village and agree actions **(Paper 4)**.
- 15) **Events:**
 - a) Cllr B Hadley to update the committee on the arrangements to light the beacon to commemorate D-Day 80 – 6th June 2024.
- 16) Cllr Davis to update the committee on CNL’s response to provide a replacement tree for the vandalised Platinum Jubilee Rowan tree in the Jubilee Orchard.
- 17) To consider taking on the ownership of a red BT phone box in the future.
- 18) The committee to consider an offer to donate towards spring flowers on the village green. **(Paper 5)**.
- 19) **Correspondence:** The committee to note correspondence received prior to the meeting. **(Paper 6)**
- 20) **Items to note.** To receive reports for information only.
- 21) **Date of Next Meetings:** To receive and approve a schedule of meetings for 2024/25. **(Paper 7)**.