

**MINUTES OF THE MEETING
OF BOURTON ON-THE-WATER PARISH COUNCIL
held on Wednesday 6th May 2020
at 5.00pm via Zoom**

Present: Cllrs. R. Hadley (Chair), B. Sumner, A. Davis, L. Hicks, B. Wragge, B. Rogers, N. Randall, K. Cronin, S. Coventry and L. Wilkins.

The Chairman welcomed everyone to the meeting and explained that due to Covid-19 the APM, the AGM of the Parish Council and several of the committee meetings had been cancelled. The Chairman would remain in the seat until the following APM.

The Parish Council's internal audit had been completed. NALC had notified Parish and Town Council's that the external audit dead line had been pushed back until later in the year due to Covid-19.

After receiving government guidance the Parish Council were now holding Zoom meetings where public could also be present. Planning committee meetings, a GMCC meeting and Covid-19 meetings had taken place since receiving authorisation to use electronic ways whilst in Covid-19 times.

Standing Orders were suspended for the Public Session

County Cllr. P. Hodgkinson reported on the following: -

Covid-19: Cllr. Hodgkinson reported on the up to date Covid-19 statistics provided by GCC. The County Council have created a Help Hub which had so far had over 8000 people contact them for assistance. Most queries were around food, prescriptions and transport issues. Mobile Covid-19 testing centres were to take place in Brockworth to test care workers, NHS staff and key workers rather than travelling to Bristol.

Re-cycling centre – The C/C were under pressure to open up the Fosse Cross re-cycling centre. This would need to be operated in a managed way possibly by using a booking system.

White Shoots Hill: The County Council had been working on some designs to improve the A436 by the Naunton and Lansdowne junctions as there had been a few serious accidents in that location over the last few months.

The County Council were waiting for the final designs of the road/junction improvements.

Stow Fair- It was reported that Stow Fair had been cancelled for this month. Police had instructed the travellers to remain where they were located at the time and to not travel around the country due to Covid-19.

The police were thanked for being so diverse and helpful and Cllr. N. Maunder, Cllr. P. Hodgkinson and Cllr. R. Keeling were thanked for their assistance and for making themselves so available during the Covid-19 times.

Pot Holes: It had been noted that GCC were undertaking the repair of pot holes in the County during the quieter times on the roads.

District Cllr N. Maunder reported on the following: -

Voluntary Groups – CDC were working with voluntary groups to assist in Covid-19 times.

Green Waste – CDC would resume the collection of Green Waste from 13th May 2020 on a two weekly cycle.

Planning – Cllr. Maunder was waiting for a response from a solicitor with an update on De La Hayes situation.

Businesses in Residential Areas: CDC did not support businesses being set up in residential areas. The recent issue had now been resolved as the business was actually in a Bromford house.

Stow Fair: - CDC and GCC had no jurisdiction over Stow Fair and any problems would be a police matter.

Post Covid-19 – CDC were looking into the big issue of relaxing measures put in place for Covid-19 times and what to expect for businesses in the Cotswolds and tourism in the village. The District Council stated that this was a real opportunity for the village to work out what measures would sit better for the village and obtain desires from local residents to overcome the negatives of the past and to work on a positive approach for the future of the village.

The Parish Council asked if CDC could not open up their public car park in the village in the near future and noted that private land owners would be asked to do the same.

CDC would consult with the Parish Council before opening up the public toilets and the public car park in the village.

District Cllr. R. Keeling reported on the following: -

Bourton Street Volunteers: Cllr. Keeling thanked the people who organised the Bourton Street Volunteer system and the volunteers in assisting the residents of the village who required assistance.

White Shoots Junction: Cllr. Keeling expressed interest in seeing the plans for White Shoots junction which GCC were preparing.

Planning Meetings: CDC were having a trial run on holding planning meetings electronically next week.

Members of the public raised the following issues: - the bunds installed on some of the verges along the A436, the health issue with the tables outside De La Hayes fish and chip shop, idea of shops having hand sanitiser and foot baths for customers to use during Covid-19 times, the Parish Council Tax statement, the provision of new recreation equipment in the village, the GMCC roof works and the big increase of the use of the Food Bank in the village since Covid-19 times.



20/001: Apologies for Absence: None.

20/002: Members' Interests: None.

20/003: Minutes of the Meeting held on 4th March 2020: Cllr. B. Sumner proposed to approve the Parish Council minutes dated 4th March 2020. Cllr. L. Hicks seconded the proposal. A unanimous vote was taken of all in favour of approving the Parish Council minutes dated 4th March 2020.

20/004: Matters Arising: None.

20/005: Planning Committee

The Council received and approved the minutes of the Planning Committee meetings held on 11th March 2020, 25th March 2020, 22nd April 2020 and 29th April 2020.

The Planning Committee were to re-discuss the Terms of Reference at the next Planning Committee meeting.

20/006: GMCC Committee

The Council received and approved the minutes of the GMCC meeting held on 23rd April 2020.

English Heritage had notified the Parish Council that due to current times grant funding would not be awarded this time. Further grant funding was being sought. The roof work had been pencilled in with a contractor to commence work possibly in September 2020 but this date was not set in stone. It was noted that there was a problem with blocked drains at the GMCC.

A business tenant had requested the Parish to install wi-fi into the room which she rented from the Council.

A quotation had been obtained at a cost of £300.00 to install wi-fi. Cllr. B. Hadley proposed the Parish Council accept the quotation of £300.00. Cllr. L. Hicks seconded the proposal. A unanimous vote was taken of all in favour of the proposal.

20/007: F & GP Committee

The Council received and approved the minutes of the F & GP committee meeting held on 23rd April 2020.

It was noted that the Recreation Inspector had handed in her notice. The Council agreed that an advert for a Recreation Inspector was posted and agreed that training would be provided if required. Meanwhile Cllr. L. Hicks was asked to inspect The Naight recreation ground, Cllr. S. Coventry was asked to inspect the Rye recreation ground and Jo Herbert was asked to inspect the Melville recreation ground until somebody had been appointed to fulfil the position.

20/008: Village Environment Committee

The Council received and approved the minutes of the Village Environment Committee meeting held on 11th March 2020. The Council discussed whether to take down the metal railings after the government announcement which was to be made the following Sunday due to Covid-19 times. The Parish Council were waiting for a quotation for a bye-law sign for the village green. A resident of the village had agreed for a dog bin to be moved to the corner leading up to Greystones Nature Reserve. The committee agreed to obtain a quotation from a consultant to assist in obtaining further burial ground for the village. The wooden marker pegs for the allotments had been installed. It had been noted that the trees at the back of the Baptist Church were in need of attention. *Church Cemetery*

Disability access at Greystones was being looked into. A resident had moved some stone boulders onto Clapton Row green which the Parish Council approved of.

20/009: Highways Committee

Cllr. N. Randall updated the Council that the TRO's would not be implemented until later in the year due to Covid-19 times. New parking contractors were due to commence from 18.5.2020. Cllr. N. Randall hoped to have further information on additional Civil Enforcement Officers time in the village by the next Highways committee meeting. The additional ANPR camera for the village could not be progressed until the supplier could get back to work due to Covid-19.

20/010: Youth & Wellbeing Committee

Cllr. L. Hicks reported that the Cricket Club were not charging rent whilst the Youth Club could not meet during these times. Cllr. Hicks had asked for clarification on the CMAS charge and had asked for the Zoom meetings to be promoted via social media for the youth to take part in the sessions taking place.

Cllr. Davis reported that the Parish Council had been successful in obtaining a Mental Health Bid of £3230.00 from CDC and she explained what the plans were to be put in place for this project.

20/011: Personnel Committee

The Council received and approved the minutes of the Personnel Committee meeting held on 30th April 2020. The Council approved all of the policies apart from Reporting at Meetings. Councillors were to forward their thoughts on re-wording this policy and a revised version was to be brought back to the next Parish Council meeting for approval. A unanimous vote of all in favour was taken on this decision.

20/012: Bloor Chase Phase 3

The Council received the minutes of a meeting held with residents of Bourton Chase Phase 3 held on 16th March 2020.

Cllr. Maunder reported that CDC had held a meeting to discuss a response to BPC and a letter was being drafted.

20/013: Committees

Cllr. Davis requested for the committee membership to be discussed at a later date and all Councillors to stand down from their committees and then committee membership to be re-selected for each committee.

A proposal was put forward to continue with filling the vacancies for now as voting for all committees at this present time would not be an easy solution.

The Council reviewed the committee membership – please see attached revised list.

20/014: Village Green Bookings – The Council noted that the village green bookings had been cancelled for this year due to Covid-19 and deposits were being refunded. Bourton Rovers were to be contacted to cancel football in the river for this year due to the current situation.

20/015: Finance

(a) The Council received and approved the schedule of payments from 4th March 2020 to 6th May 2020 at £17,685.21.

Cllr. Hicks proposed approval of the payments and Cllr. Randall seconded the proposal. A unanimous vote was taken of all in favour of the proposal.

(b) The Council authorised the cheques and BACS payments.

(c) The Council noted the bank reconciliation to 31st March 2020 and the summary report.

(d) The Council noted the AGAR and the external auditor timing had been put back to later in the year due to Covid-19 times. The AGAR was to be submitted to the external auditor by October 2020.

(e) The Council received and approved the Procurement Information 2020/21.

(f) The Council received and approved the Annual Investment Policy.

20/016: Correspondence – None to report.

20/017: Next Meeting

The next meeting of Bourton-on-the-Water Parish Council would be held on Wednesday 3rd June 2020 at 7.00pm via Zoom.

20/018: Any Other Business

The public raised items as follows: - village closed signs and one hand written sign, minutes out in time and asked the Parish Council to consider undertaking the drainage works rather than the roofing works at the GMCC.

The Parish Council stated that the VE Day celebrations would be postponed to VJ Day.

Cllr. Davis announced that the Parish Council had been successful in grant funding from SSEC of £2,500 to assist in certain items in Covid-19 times.

The meeting closed at 8.57 pm.



CHAIRMAN'S SIGNATURE.....

DATE: 03.06.2020