

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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To all members of the Council

You are hereby summoned to attend a meeting of Bourton on the Water Parish Council to be held in the Windrush Room at The George Moore Community Centre at 7.00pm on Wednesday 4th August 2021 for the purpose of transacting the following business.

Members of the public and press are welcome to attend but it would be helpful if you could inform the Clerk prior to attendance.

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



Mrs Sharon Henley
Clerk to the Council

30th July 2021

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 then be set aside for the public to raise questions for Council's subsequent consideration.

- 1. Apologies for absence:** Receive and accept apologies.
- 2. Declarations of interest in items on the agenda:** Record any interest declared (Councillors are reminded of the need to update their Register of Interests, as changes occur).
- 3. Approval of Draft Minutes:** Consider and approve (circulated).
 - a. Parish Council Meeting held on 7th July 2021
 - b. Extraordinary Meeting held on 26th July 2021
- 4. Matters arising:** Consider matters arising from the Parish Council meeting minutes not already on the agenda.
- 5. Clerk's Report:** To receive update.
- 6. Planning Committee:**
 - a. Committee Chairman to present a short summary from the meetings held on 14th and 28th July (minutes circulated) and discuss/vote on any issues raised
 - b. CDC Gambling Consultation: To review and approve draft recommendations for response (Paper 1)
- 7. Village Environment Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 14th July (minutes circulated) and discuss/vote on any issues raised.
 - b. Village Walkaround 26th July: Acknowledge and agree actions at a later date. (Paper 2)
- 8. Highways Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 19th July (minutes circulated) and discuss/vote on any issues raised.
 - b. Poor drainage by Payne's footbridge, opp. The Croft: To review quotation from Pete Scarrott to insert a drainage pipe underground and fill in the gully, topping up with cobblestones to match the surrounding area at a cost of £200. In addition, to determine a suitable funding source prior to approval.
- 9. Youth & Well-being Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 19th July (minutes circulated) and discuss/vote on any issues raised.
 - b. Annual Play Area Inspections:
 - a. To approve delegated authority for the Clerk to arrange for works to be completed at Rye Crescent, including to correct loose eyebolts on the swinging bridge at a maximum cost of £1,000. (Papers 3a & b)
 - b. To note that reports have been circulated and will be fully reviewed by YWC on 16th August.
 - c. Gloucestershire Dementia Action Alliance Pledge: To review draft document with three point action plan and consider signing and publishing the pledge (Paper 4)
 - d. Accessibility Audit: To consider using £750 from Reserves to extend the audit to cover the centre of the village. To note that the cost of £750 for the outside of the village to be funded from the Thriving Communities Fund grant.
 - e. GCC Digital Innovation Fund Grant Application: To review and approve draft application, deadline 6th Aug (Paper 5)

- f. GLOW Commitment: To consider adopting and publishing the statement for improvement of public mental health (Papers 6a & b)
- g. Cotswold First Aid - Mental Health First Aid Training Level 1 courses at GMCC: To note spend of up to £3,325 from Community Activity Support Grant.
- h. To note Ben Ward of World Jungle is arranging outreach work during August 2021, late evenings. To be fully funded by GCC.
- i. To consider request from Complete Circuits Bootcamp for outdoor fitness bootcamps to be held at The Naight on a Saturday and Wednesday morning from 9.30am for one hour.
- j. To consider request for erection of a small bouncy castle for 2 hours for 3 children at The Naight on Sun 15th Aug at 1pm.

10. Community Centre Committee:

- a. Committee Chairman to present a short summary from the meeting on 29th July (minutes circulated) and discuss/vote on any issues raised
- b. Roof Works & Chimney Removal: To note that budget is £17,500, total cost £21,408 + VAT. Balance to be funded from General Reserves. (Paper 7)
- c. Five Year Fixed Wiring Test: To note that costs of £2,056 + VAT to be funded from General Reserves.
- d. To approve transfer of IT Committee from GMCC to F&GP Committee (Paper 8)
- e. Purchase of office items:
 - a. To note purchase of additional computer screen using Clerk's delegated powers at £147 + VAT.
 - b. Office Chair: To approve purchase at a maximum cost of £175.

11. Village Green Bookings:

- a. To consider application from Bourton Business Network for a Music, Art & Food on the Water event from 17.00-21.30 (set up from 15.00 onwards). (Paper 9)
- b. To consider request for funding of £250 towards the above event (Paper 10)

12. Finance:

- a. Consider and approve the schedule of payments up to 4th August 2021 (Paper 11).
- b. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
- c. Note the bank reconciliation dated 1st July, the Summary Report dated 30th July and the Financial Forecast dated 30th July and VAT Return Q1 (Papers 12a, b, c & d).
- d. Society of Local Council Clerks (SLCC) Subscription: To consider request by the Clerk for payment of annual subscription due 1st August at a cost of £289, as recommended by F&GP Committee.
- e. SLCC Virtual Training Seminar, 8th Sept: To consider request by the Clerk to attend at a cost of £54.
- f. Purchase of Laptop: To note that budget of £645 is available for purchase of additional laptop for GMCC to be funded from SEN Resilience Grant.

13. F&GP Committee

- a. Committee Chairman to present a short summary from the meeting on 29th July (minutes circulated) and discuss and vote on any issues raised.
- b. Review of Policies: To note that the following are in the process of review, to be presented to Council in September - Standing Orders 2021 and Financial Regulations 2021.
- c. Grants Policy 2021 (Paper 13): To review and approve draft document or agree further amendments.

14. Reports from representatives on Outside Bodies: Receive reports, for information only.

15. Correspondence: To receive correspondence since the last meeting and agree actions, as required.

16. Any Other Business: To receive reports, for information only.

17. Next Meeting: To confirm that the next meeting of Bourton on the Water Parish Council will be held on Wednesday 1st September 2021 at 7.00pm 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.

18. Confidential Session

- a. 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 related to Staffing Matters. As such, the press and public are excluded from this part of the meeting.
- b. To receive a written report from the Locum Clerk. (Confidential Paper 1).
- c. To discuss and agree any actions required.

End of Meeting.