

**BOURTON ON THE WATER PARISH COUNCIL**  
**MINUTES OF THE MEETING OF BOURTON ON THE WATER**  
**PARISH COUNCIL HELD ON WEDNESDAY 5<sup>TH</sup> DECEMBER 2018**  
**AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

**Present:** Cllrs R Hadley (Chair), J Cowen, R Daniel, L Hicks, J Jowitt (joined the meeting during Ward Cllr report), N Randall, B Rogers, S Senior (joined the meeting during Public Questions), B Sumner and B Wragge.

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

**Police Report:** The Police had given apologies, but a statistical crime report had been circulated.

**County Cllr Report:** County Cllr Hodgkinson had given apologies.

**Ward District Cllr Report:** Ward Cllr Len Wilkins reported on various matters including the refusal of planning permission for developments at Broadlands and Marshmouth Lane, and his ongoing discussions to help fund the creation of a disabled access to the local Cricket Club.

**Public Questions:** A number of residents raised issues relating to a lack of direct access from Bourton Chase Phase III development onto Moor Lane, and the style of fencing that has been erected to prevent this unauthorised access. They were advised this was the result of a planning condition to prevent an informal access to Greystones Nature Reserve being created at that point. Additionally, Moor Lane is a private road, and the Oxfordshire Way public footpath does not pass over Moor Lane itself. Residents were advised to liaise with the Ward Cllr and Greystones to discuss potential support for a request to seek reversal of the planning condition.

**18/123: Apologies for absence:**

Apologies were received and accepted from Cllr S Coventry.

**18/124: Members' Interests**

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

**18/125 Minutes of the Meeting held on 7<sup>th</sup> November 2018**

Item 18/118 was amended to read "Cllr Hadley reported...". Subject to this amendment, Cllr Sumner proposed that the amended minutes of the meeting held on 7<sup>th</sup> November be signed as a true record of the meeting, seconded by Cllr Hicks. APPROVED unanimously.

**18/126: Matters Arising from Minutes of the Meeting held on 7<sup>th</sup> November 2018**

- Council noted Cotswold First Aid had provided a third First Aid course on Tuesday 4<sup>th</sup> December (course was fully booked), and will progress their offer to provide discounted courses in the New Year;
- Council noted a resident has submitted a FOI request for additional information – the request will be complied with once confirmation has been received relating to the level of detail now sought;

**18/127: Burial & Allotments Committee Report**

Cllr Daniel reported from the November Committee meeting (minutes circulated) and the following was discussed further:

- The Committee is making further investigation into arrangements relating to future maintenance of the Jubilee Garden and Cemetery and will make a recommendation to Council in January – draft minutes will be amended to accurately reflect the recent discussions;
- Council noted satisfactory completion of the lease relating to the allotment site at Springvale;
- Council approved the Police request for signage to be displayed at the Cemetery to help publicise the ongoing anti-drug use initiative (which will involve spot-checks);

**18/128: Playing Fields Committee Report**

Cllr Senior reported from the November meeting of the Committee (minutes circulated), and the following was discussed further:

- An update was provided relating to attendance at Winter Outreach and Youth Club sessions, for which attendance levels are disappointing. Accordingly the Committee will investigate alternative options for youth provision prior to undertaking consultation with local young people and their families. In the meantime, the proposal to build a new Youth Club is on hold, pending further work on this project;
- Committee members will meet on 12<sup>th</sup> December with Play Ranger supervisors to discuss the breakdown of costs for future Play Ranger sessions prior to considering renewal of the service in 2019-20;

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### **18/129: Village Maintenance & Highways Committee Report**

Cllr Jowitt provided a verbal report and the following was discussed further:

- Following notification that limited funding is still available from Ward District Cllrs for projects relating to the recent WWI commemoration, the Committee has identified that the War Memorial Trust also has funding available for similar projects. It was agreed the Committee will therefore submit a pre-application request to the War Memorial Trust to ascertain whether funds can be raised to complete replacement of the deteriorating War Memorial boundary wall. The project will be discussed further once a response has been received;

Cllr Hadley reported on the November WWI commemoration event and thanked councillors for their contributions.

### **18/130: Traffic & Footpaths Committee**

Cllr Randall gave a verbal report on matters arising from the November Committee meeting (minutes circulated) and the following was discussed further:

- Cllr Randall proposed Council approve the sum of £620 to purchase 2 salt/grit spreaders to replace damaged equipment, seconded by Cllr Cowen. APPROVED UNANIMOUSLY.
- Cllr Randall proposed Council approve an additional £2k towards the legal/admin costs to put in place a new Traffic Regulation Order, seconded by Cllr Rogers. APPROVED UNANIMOUSLY.
- Council noted that, following a report of a section of damaged footpath adjacent to the Green, the Committee would be commissioning a survey of the entire footpath length to ascertain what repairs are likely to be needed in the near future, and to obtain a quotation for works. In the interim, a temporary repair to address the potential trip hazard has been effected.

### **18/131: Planning**

Cllr Sumner reported on minutes from the November Planning Committee Meetings.

### **18/132: Village Green Bookings**

There were no new applications to consider.

### **18/133: Community Centre**

Cllr Sumner provided a verbal report and the following was discussed further:

- Council noted completion and sign off by Cllr Sumner of works to re-roof The Old Chapel; a quote will be obtained to paint the new guttering;
- Council recorded that contractors have refused to return to address the snagging items following the recent window refurbishment works. Cllr Sumner proposed the monies retained (£1,231) are not paid over, to help fund completion of the outstanding snagging works, seconded by Cllr Randall. APPROVED UNANIMOUSLY. The Clerk was instructed to ascertain which works can be done in-house, and obtain a quotation for approval in respect of the remainder of works.
- The Committee's proposal to submit a planning application for a replacement lantern light to the main roof was noted and approved – Cllr Senior was delegated to draft the application.

### **18/134: Finance:**

Cllr Hadley reported on the following financial issues.

- Cllr Hicks proposed Council approve the schedule of payments in the sum of £25,240.85 in accordance with the revised circulated schedule, seconded by Cllr Randall. APPROVED UNANIMOUSLY.
- Council noted satisfactory completion of the 2<sup>nd</sup> quarter internal check by Cllr Hadley (report circulated);
- Council noted confirmation of the Council Tax Base and the removal of the Local Council Tax Support Grant for 2019-20;
- Cllr Sumner proposed Council approve membership of GAPTC for 2019-20 based on a subscription fee of £0.3249 per elector, seconded by Cllr Daniel. APPROVED UNANIMOUSLY.
- Council noted the Christmas tree invoice is being held pending resolution of the request for discount to reflect the sub-standard condition of the initial tree delivered;

### **18/135: Bye-Laws**

Cllr Sumner reported that HCLG has advised the draft bye-laws require yet further modification if Council wishes to retain proposed amended wording which deviates from the standard wording in HCLG's Model Set. Cllr Sumner then proposed Council adopt the Model Set without amendment, seconded by Cllr Cowen. APPROVED UNANIMOUSLY.

18/026

09.01.19



**18/136: Community Defibrillators**

- The requests from local community groups for Council to provide financial support for the maintenance and purchase of defibrillators was considered and Council noted Cotswold First Aid's advice relating to the availability of refurbished defibrillators. There were some concerns expressed regarding Council's acceptance of future responsibility for this equipment, but there was support to help fund the replacement of parts for a defibrillator currently out of commission at the Church Rooms. Cllr Hadley therefore proposed Council approve, on an exceptional basis, the sum of £235 to purchase a replacement battery for this machine, seconded by Cllr Sumner. 9 votes in favour, 1 abstention. PROPOSAL CARRIED.
- Council agreed to organise a public training event in conjunction with the soonest purchase of a defibrillator to be located at the Community Centre;

**18/137: 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.

**18/138: Any Other Business and Reports from representatives on Outside Bodies: Receive reports, for information only.**

- Tourism: the recent Workshop Meeting of councillors was discussed further and it was agreed that a meeting would be held in January to agree the composition of a Tourism Committee. The draft Browser articles were amended and approved; the draft community survey will be subject to further amendment prior to publication;
- Cllr Wragge reported on the planned expansion of a local Dementia Action Group in the New Year;

**18/139: The next meeting**

It was confirmed that the next Meeting of Bourton on the Water Parish Council will be held on Wednesday 9<sup>th</sup> January 2019 at 7.00pm at the George Moore Community Centre

**Public Questions:**

Residents raised concerns relating to the ongoing dispute over street furniture located outside de la Haye's Fish & Chip shop, whether Rissington Rd lay-by can be dispensed with, ongoing road works on the Rissington Rd, maintenance of the Garden of Remembrance, tourist parking facilities and the timing of the Public Consultation in respect of the Traffic Regulation Order. Responses were given or delegated to Committees to progress.

CHAIRMAN'S SIGNATURE.....



DATE:.....

09.01.19

Minute	Item	Power	Sum (ex VAT)£
18/130	Purchase of 2 grit/salt spreaders	Local Govt Act 1972, s.111	620.00
	Traffic Regulation Order legal/admin fees	Local Govt Act 1972, s.111	2,000.00
18/134	GAPTC annual membership	Local Govt Act 1972, s.111	tbc
18/136	Defibrillator battery	Local Govt Act 1972, s.137	235.00

18/027