

**BOURTON ON THE WATER PARISH COUNCIL  
MINUTES OF THE MEETING OF BOURTON ON THE WATER  
PARISH COUNCIL HELD ON WEDNESDAY 1 AUGUST 2018  
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

**Present:** Cllrs R Hadley (Chair), S Coventry, J Cowen, R Daniel, N Randall, B Rogers, B Sumner and B Wragge.  
GCC Cllr P Hodgkinson. CDC Cllr L Wilkins.

Two Police Officers and 14 members of the public.

Apologies: Cllrs. J Jowitt, L Hicks and S Senior

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

**Police Report:** A crime statistical report had been circulated to the meeting. Criminal Damage offences had increased and the police had carried out a number of voluntary interviews with the perpetrators. Six local youths had been referred to the Youth Offending Panel. There had been disorder problems at the Co-op and youths had been apprehended trying to set fire to straw bales. The Police would be visiting the village on some evenings and urged residents to report anti-social behaviour on 101@gloucestershire.police.uk. Cllr Rogers updated the meeting on the latest position regarding Automatic Number Plate Recognition.

**County Cllr Report:** County Cllr Hodgkinson reminded the meeting of the availability of his £10Kpa Community Grant Fund and urged the Council to submit an application within the next couple of months. He spoke about the excellent outreach work taking place at Greystones. He asked for an update on progress on the Traffic Regulation Order and was told that a public meeting was unlikely to take place before November. He updated the Council on steps being taken by Thames Water to improve drainage problems and it was noted that the pumping station was being upgraded. It was confirmed that GCC was in legal dispute with De La Hayes.

**Ward District Cllr Report:** Ward Cllr Len Wilkins reported on parking problems at Cotswold Club House and the possible use of Hacklings' car park. There was to be a Local Plan meeting on Friday. It had been confirmed that the Local Plan would include retail development on the old Country Wide site and that Manor Fields had been designated as Open Space. The Rissington Road Car Park improvements would include lighting. The Parish Council boundary was to be redrawn to form a single ward which would also mean there would only be one District Cllr for the village. CDC was working with Bloor Homes to ensure they met their planning conditions. Cllr Wilkins confirmed that the kebab van was only licenced to operate until 11pm and that enforcement action would be taken to prevent trading to midnight. CDC is taking enforcement action against De La Hayes and Cllr Wilkins would establish the timetable for this.

**Public Questions:** A resident asked about new equipment at the Naight Play area. Cllr Cowen explained that the Council was concentrating on youth provision this year but that plans for new equipment would be brought forward in 2019/20. Residents expressed concern about the gypsies in the layby on Rissington Road. Cllr Hodgkinson said he would ask if the area might be gated. A resident asked about the plans for the Lloyds Bank building and it was confirmed that this would be a fish and chip shop. Although this was not what was needed in the village, there were no grounds to object to the planning application. Several residents spoke about parking and the overcrowding in the village which had been particularly bad during the recent hot weather. It was suggested that there should be a full time parking warden and that residents be issued with parking permits.

**18/056: Apologies for absence:**

Apologies were received and accepted from Cllrs. J Jowitt, L Hicks and S Senior

**18/057: Members' Interests**

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

**18/058: Minutes of the Meeting held on 4<sup>th</sup> July 2018**

It was RESOLVED that the minutes of the meeting held on 4th July be signed as a true record of the meeting.

**18/059: Matters Arising from Minutes of the Meeting held on 4<sup>th</sup> July 2018**

There were none.

**18/060: Burial & Allotments Committee Report**

Cllr Daniel reported from the July Committee meeting and the following was discussed and agreed:

- Further discussion with the Clerk was needed on the proposed new signage;
- CDC's proposal for a new Lease at Springvale includes a break clause after 2 years in the event the site is required for housing. Council RESOLVED to accept the Committee's recommendation that the Heads of Terms should be accepted.

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### 18/061: Playing Fields Committee Report

Cllr Cowen reported that there had been no meeting in July. He was investigating further the options for a youth facility on the Naight.

### 18/062: Village Maintenance & Highways Committee Report

Cllr Rogers reported from the July Committee meeting and the following was discussed further and agreed:

- The Committee was obtaining a revised quote for the Jubilee Orchard wall;
- Council RESOLVED that repairs be carried out to the War Memorial wall at a cost of £290.
- Christmas lights were to be stored at Hacklings' and then possibly moved to the GMCC, space permitting. From 2019 the Council would be responsible for the Christmas Tree and all the associated H&S responsibilities.

Victoria Cross Commemoration event:

- Council RESOLVED that a base should be provided for the VC plaque at a cost of £700
- Council RESOLVED that the VC plaque should be commissioned at a cost of £500
- It was agreed to hold over to the September meeting the request for funding of £800 for the Chairman's civic visit to France in November so that other funding sources could be explored.

It was noted that the costs agreed were in addition to the Council's existing budget of £1,676 for the event.

### 18/063: Traffic & Footpaths Committee

Cllrs Randall and Rogers gave verbal reports on matters arising from the August Committee meeting:

- An ANPR camera had been costed at £7,800 if attached to an existing post. A grant had been received from GCC of £3,000 towards that cost and the Council had £5,000 in its budget. Council RESOLVED to allocate £4,800 to the purchase of an ANPR camera. Cllr Hadley would write an article for the Browser explaining the benefits of the system.
- An outline plan for a village wide TRO had been drawn up and now needed completion. A further meeting had been arranged. It was important to get this right as objections to the TRO proposals could result in the serious delays.
- There is already a TRO banning PSV's from the village centre. Cllr Hadley had prepared a standard letter and asked Cllrs to send him evidence of coaches breaching this TRO.
- Council RESOLVED that two new dog bins be purchased for Bourton Chase at a cost of £300

### 18/064: Planning

Cllr Sumner reported on the Planning Meetings of 12th and 25th July.

- The Committee had objected to two planning applications for new dwellings to the rear of Moore Road
- Cllr Sumner asked that the minute on 18/01681/FUL Scrap Haulage Yard be amended to read that 'the Council requests that the traffic flow should be one way only in a clockwise direction.'
- The Committee felt that the new zebra crossing on Station Road was very close to both a junction and traffic lights but noted that Highways were happy with the location. The bus stop had already been moved to its new location.

### 18/065: Village Green Bookings

- Noted that the Gloucester Charter Band Concert had been cancelled due to heavy rain. This would be rearranged.

### 18/066: Community Centre

Cllr Sumner reported on the meeting held on 26th July.

- A meeting had been held with the contractor working on the windows. He would complete the outside by the end of August and the internal work by the end of September. A further meeting would be held with him before September's Council meeting.
- The Committee was progressing the roof replacement project.
- Council RESOLVED to a new projector is purchased at no more than £500.
- Council RESOLVED that the spare BT line be retained for 18 months at a cost of up to £400

### 18/067: Finance:

Cllr Hadley reported from 26<sup>th</sup> July Committee meeting.

- Council RESOLVED to approve the schedules of payments in the sum of £8,136.15 in accordance with the revised circulated schedule.
- Council RESOLVED to adopt the revised Standing Orders following the introduction of a new Model document subject to any amendment needed to allow the Council not to hold a Council meeting in August. Cllr Sumner voted against this resolution.
- Council RESOLVED to phase the investment of reserves to invest £50k initially, to be followed by a balance to be agreed once outstanding debts and S106 contributions have been received.
- Council RESOLVED to allocate a budget of £400 to appoint an IFA to sign-off the investment application.
- Council RESOLVED to engage an interim Finance Officer consultant for August and September

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- Council RESOLVED to appoint Chris Cooper as a temporary Finance Officer from 1 October to be reviewed after 6 months.

Council noted that Cllr Rogers would undertake the internal check of the 1<sup>st</sup> quarter's accounts and that the initial Budget Meeting for 2019-20 would take place on 27<sup>th</sup> September. Committees were asked to prepare budget requests for consideration at that meeting

#### 18/068: Bye-Laws

Cllr Sumner reported that the draft bye-laws were ready for submission to HCLG but that the Ministry had asked that their submission be delayed pending some alterations to the model documents.

#### 18/069: GDPR

Cllr Rogers introduced the draft Data Breach Procedure and Council RESOLVED to adopt this procedure.

#### 18/070: 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.

**18/071: Any Other Business and Reports from representatives on Outside Bodies:** Receive reports, for information only.

- The Tourism/Environment Committee – it was agreed that this should not be a Parish Council Committee but needed to be a wider group bringing together all the interested parties. Further consideration should be given to the Council's Committee structure next year.
- committees were asked to note their responsibility to inspect all property annually in line with Council's H & S policy, and for all inspections to be discussed and recorded in Committee/Council, as appropriate.
- Cllr Wragge reported that GAPTC was collecting information on ambulance call out times and asked for any information people might have on this
- It was agreed that a representative from Health and Wellbeing should be invited to future meeting to give a short presentation on the work of the organisation. Cllr Wragge to action.

#### 18/072: The next meeting

The next Meeting of Bourton on the Water Parish Council will be held on Wednesday 5<sup>th</sup> September 2018 at 7.00pm at the George Moore Community Centre.

**Public Questions:** Residents raised concerns about coaches in the village and the tuk tuk that was giving tours. The Co-op was congratulated on the lead it had taken on the recycling of plastic materials. The meeting ended at 8.55 pm.

CHAIRMAN'S SIGNATURE.....  DATE:..... 05.09.18

Minute No	Item	Power	Sum (ex VAT) £
18/062	War Memorial repairs	Open Spaces Act 1910, s.9 &10	290.00
	Christmas Tree display 2019 onwards	Local Govt Act 1972, s.144	tbc
	VC Commemoration	Local Govt Act 1972, s.111	1,200.00
18/063	ANPR	Local Govt Act 1972, s.111	4,800.00
	Dog bins – B. Chase	Open Spaces Act 1910, s.9 &10	300.00
18/066	Projector – GMCC	Local Govt. Act 1972, s.133	500.00
	Additional telephone line (annual cost)	Local Govt. Act 1972, s.133	400.00
18/067	IFA advice re investment of reserves	Local Govt Act 1972, s.111	400.00
	Temporary Finance Officer	Local Govt Act 1972, s.111	Confidential
	Permanent Finance Officer	Local Govt Act 1972, s.111	Confidential

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