

**BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER
PARISH COUNCIL HELD ON WEDNESDAY 3RD OCTOBER 2018
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

Present: Cllrs B Sumner (Acting Chair), S Coventry, J Cowen, R Daniel, J Jowitt, L Hicks, N Randall, S Senior, and B Wragge.

Standing Orders were suspended for the Public Session

Police Report: A statistical crime report had been circulated and the Clerk passed on a verbal report including information on the ongoing training of an additional PCSO for the N. Cotswolds, the focusing of local patrols in known problem areas and the current County Lines initiative.

County Cllr Report: County Cllr Hodgkinson gave apologies but had provided a written report from the recent meeting with Thames Water regarding improvements to the local foul water network.

Ward District Cllr Report: Ward Cllr Len Wilkins reported on various matters including an update on a number of planning enforcement actions, revisions to winter opening hours for Fossecross Household Recycling Centre and a resident request for action in respect of restoring the road surface on Meadow Way – the Traffic/Footpaths Committee will take this request forward.

CDC's Healthy Communities Officer, Jacqueline Wright, gave a brief talk on the current multi-agency Health Connect Initiative, in which Bourton has been selected as the Cotswolds focus for investment into a number of community health projects. As part of the initiative, Bourton Funstival event will bring community groups and residents together for information gathering and sharing at the Leisure Centre/Cotswold School Hall on 21st October – a link to information on the event, to be attended by the Council, is available on the web-site.

Public Questions: A resident raised concerns relating to safety for pedestrians using the crossing by the new Co-Op store as many cars fail to stop, and a request was also submitted for Council to assist in securing an additional litter bin by the Cotswold School bus-stop to address persistent littering at this location. The Traffic/Footpaths Committee was delegated to take both matters forward.

18/090: Apologies for absence:

Apologies were received and accepted from Cllrs R Hadley and B Rogers.

18/091: Members' Interests

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

18/092: Minutes of the Meeting held on 5th September 2018

Two minor wording changes were agreed. Cllr Daniel proposed that the amended minutes of the meeting held on 5th September be signed as a true record of the meeting, seconded by Cllr Cowen. Unanimous agreement.

18/093: Matters Arising from Minutes of the Meeting held on 5th September 2018

- Cllr Hadley will arrange an October/November meeting, initially Councillors only, to consider tourism issues.
- Council noted the report relating to the practical organisation of future Christmas displays; the underwriting of costs by the Council in 2019 onwards will be further discussed at the December Budget meeting.
- The Freedom of Information request is being progressed in line with statutory timescales;

18/094: Burial & Allotments Committee Report

Cllr Daniel reported from the September Committee meeting and the following was discussed further:

- the proposal regarding locking the vehicular Cemetery gate at night was briefly discussed; the Committee will only seek Council's subsequent approval for such a proposal if a practical and cost-effective solution can be identified;
- Council noted the intention to review the allocation of maintenance responsibilities at the Cemetery;

18/095: Playing Fields Committee Report

Cllrs Senior & Hicks reported from the September meeting of the Committee (minutes circulated), including:

- Council noted the Committee's interim approval on safety grounds of Greenfield's quote to repair play equipment at Rye Crescent in the sum of £241.00 + VAT;
- Cllr Senior proposed Council approve Sovereign's quote of £133.23 + VAT to install safety goal area signage at the Naight, seconded by Cllr Hicks. Unanimous agreement.
- Details regarding the frequency and scheduling of Wednesday evening Winter Outreach sessions at the Baptist Church Hall have now been confirmed and it was noted the Monday Youth Club sessions will now

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be split to allow older youngsters to attend a separate session. Cllr Hicks proposed Council approve CMAS' quote of £1,430 + VAT for the supervision of Winter Outreach sessions, seconded by Cllr Randall. Unanimous agreement.

- The Committee will clarify the basis for which quotes will be sought from project consultants for a new Youth Club building;

18/096: Village Maintenance & Highways Committee Report

Cllr Jowitt reported from the September Committee meeting and the following was considered further:

- Cllr Jowitt proposed Council approve M. Joynes' quote in the sum of £1,280 + VAT to install toppers on the retaining shrub bed wall at Jubilee Orchard, seconded by Cllr Wragge. 6 votes in favour, 3 abstained. Proposal carried.

WWI – VC Commemoration:

- Council noted the Committee's interim approval for the cost of £105.00 for re-engraving of the citation plaque;
- There was no proposal to support the part-funding of travel expenses for Cllr Hadley to attend the commemoration ceremony in France;
- Cllr Jowitt proposed Council approve a contribution of £400 to part-fund the cost to purchase a limited edition copy of a painting depicting the action for which the VC was awarded, to be displayed in the Community Centre, seconded by Cllr Randall. 8 votes in favour, 1 vote against. Proposal carried. The purchase will be subject to other contributions being confirmed to fund the balance of the total purchase cost of £1,000.

18/097: Traffic & Footpaths Committee

Cllr Randall gave a verbal report on matters arising from the September Committee meeting and the following was discussed/agreed:

- Cllr Randall proposed Council approve a budget of £6.4k as a contribution towards the purchase of an ANPR system, seconded by Cllr Senior. Unanimous agreement.
- The draft Traffic Regulation Order is being finalised and the community will be consulted as soon as final details are to hand. The Council's contribution towards total costs of £21k will be iro £7k. The TRO will be supplemented by further, later works, but these will be funded in their entirety by GCC.
- Cllr Cowen has established a Risk Assessment for use of the snow blower and will arrange training.

18/098: Planning

Cllr Sumner reported on minutes of the Planning Meeting held on 12th September (copy circulated) for information:

- It was noted that the bin outside de la Haye's fish & chip shop has been relocated by CDC to Riverside;
- Cllr Daniel summarised discussions from the recent meeting with Thames Water – new parameters have been established which should result in a reduced need for the tankering of foul water away from the Rissington Rd pumping station in future. Further information on discussions will be displayed on the web-site. It was also noted that the responsibility for delivering appropriate foul water solutions for new developments has been moved from developers to Thames Water, which is seen as a positive change.

18/099: Village Green Bookings

- Various amendments were made to the circulated draft Rules which were then formally approved for 2019.

18/100: Community Centre

Council received a verbal report from Cllr Sumner and considered the following:

- Council formally ratified the formation of an IT sub-committee – Terms of Reference to be confirmed;
- Council noted the withdrawal of the approved quote by JM Roofing iro roof works to The Old Chapel and Cllr Sumner proposed Council approve Heritage Roofing's replacement quote of £5,680 + VAT to undertake works to the roof and guttering, and to install loft insulation, seconded by Cllr Senior. Unanimous agreement.
- Council noted the retentions applied to final invoices iro recent window refurbishment works and Cllr Sumner will arrange a soonest snagging inspection.

18/101: Finance:

Cllr Sumner reported on the following financial issues.

- Cllr Jowitt proposed Council approve the schedule of payments in the sum of £37,801.43 in accordance with the revised circulated schedule, seconded by Cllr Coventry. Unanimous agreement.
- Council received a report from the initial 2019-20 Budget Workshop Meeting on 27th September and committees were reminded of actions required prior to the next meeting on 6th December;
- Cllr Sumner proposed Council adopt the revised Standing Orders in line with amendments agreed in August, seconded by Cllr Hicks. Unanimous agreement.

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- Cllr Randall proposed Council approve donations of £100 and £25 to the RBL for Remembrance Day wreaths for the Council and Youth Club respectively, seconded by Cllr Hicks. Unanimous agreement.

18/102: Grant applications:

Bourton Vale Cricket Club: Cllr Hicks reported on the September presentation. The constraints on Council's budget were discussed and taken into consideration in Cllr Hicks' proposal that Council approve a Small Grant of £1,000 to fund the cost of a glass-washer for the bar area, seconded by Cllr Senior. Unanimous agreement. Bourton VIC: Council noted the grant application has been withdrawn.

18/103: Bye-Laws

Cllr Sumner reported on information received from Willans and HMRC and proposed Council submit the revised bye-laws to HCLG, without further delay, seconded by Cllr Cowen. Unanimous agreement.

18/104: 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.

18/105: Any Other Business and Reports from representatives on Outside Bodies: Receive reports, for information only.

- Cllr Wragge will report in November from the October Gypsy Gathering Silver Group Meeting;
- The Clerk will meet with Treotech on 12th October to discuss the possible zoning of local trees in order to establish an appropriate inspection timetable, and maintenance strategy.
- Cllr Sumner will attend a Listed Building maintenance seminar in October and report to Council;

18/106: The next meeting

It was confirmed that the next Meeting of Bourton on the Water Parish Council will be held on Wednesday 7th November 2018 at 7.00pm at the George Moore Community Centre

Public Questions:

CHAIRMAN'S SIGNATURE.....

DATE:.....

07.11.18

Minute	Item	Power	Sum (ex VAT)£
18/095	Play equipment repairs – Rye Crescent	Open Spaces Act 1906, s.9/10	241.00
	Play equipment signage – The Naight	Open Spaces Act 1906, s.9/10	133.23
	Winter Outreach sessions	Local Govt. Act 1976, s.19	1,430.00
18/096	Installation of wall toppers – Jubilee Orchard	Open Spaces Act 1906, s.9/10	1,280.00
	WWI citation plaque engraving	Local Govt Act 1972, s.111	105.00
	Purchase of WWI commemorative print	Local Govt Act 1972, s.111	400.00
18/097	ANPR system	Local Govt Act 1972, s.111	6,400.00
18/100	Roofing works – The Old Chapel	Local Govt. Act 1972, s.133	5,680.00
18/101	Remembrance Day Wreaths	Local Govt Act 1972, s.111	125.00
18/102	Grant – Bourton Vale Cricket Club	Local Govt Act 1972, s137	1,000.00

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