

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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To Village & Environment Committee Councillors

You are hereby summoned to attend a **Village & Environment Committee Meeting at 7pm on Wednesday 13th April 2022 in the Salmonsbury Room, The George Moore Community Centre** 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 – [VEC](#)

Sharon Henley

Mrs Sharon Henley

Clerk/RFO

7th April 2022

AGENDA

- 1) Apologies for absence: To receive.
- 2) Declarations of Interest: To note.
- 3) To receive and approve the draft minutes of the meeting held on 17th March 2022.
- 4) Matters Arising:
 - a) Work to Pissards Plum in Cemetery – completed by Bibury.
 - b) T57 sorbus fell to ground level in Cemetery – completed by Treotech.
 - c) Additional tree survey now complete by Treotech – report expected in two weeks.
 - d) Second phase of tree survey work completed by Stockwell Davies.
 - e) Soil heap near Baptist Cemetery – removed by Bibury.
 - f) Mowing at St Lawrence Churchyard – meeting with PCC postponed to 27th April.
 - g) Scribe Cemetery package now installed, progress ongoing.
 - h) Gate at Cemetery Lane allotments – installation completed by Pete Scarrott.
 - i) Payment of Welcome Back Fund grant for replacement fingerposts – contractor invoice submitted to CDC for payment.
 - j) Installation of Christmas Tree – the contractor has declined to quote.
 - k) Post socket caps for Village Green railings – delivered and passed to Bibury.
 - l) Village Green railings removed on 6th April.
 - m) Hanging baskets delivered to Gotherington Nurseries by the Assistant Clerk.
 - n) Planters to be completed in early to mid May by Bibury.
 - o) Gravel bonded surface under the circular bench – work to be completed soon by Bibury.
 - p) Springvale allotments tree clearance now completed by Treotech. Bibury have been asked to quote for ground clearance.
 - q) Volunteer litter pickers – a new risk assessment and updated volunteering policy approved by Council for dissemination to volunteers by the volunteer group leader.
 - r) Jubilee Orchard – replacement padlock and byelaws sign in place. Quote sought from two contractors for installation of a new pedestrian gate.
- 5) Churchyard & Cemeteries:
 - a) Cemetery Shed: To note that costs have risen and a new quote was supplied by Norton Leisure Buildings, Major Apex Model 12' x 10' Deluxe at £3,291 incl delivery, assembly and VAT. Double doors an additional £129. To review specification and available funds. (Paper 1)
 - b) Removal of Len Hill Memorial: To consider quotes for additional work required to the wall for safety reasons (Paper 2a & b). Consider options for additional funding required.
 - c) Graffiti at the Lych Gate: To note and agree further actions.

- 6) Allotments
- 7) Village Green
 - a) Replacement of signposts around the Village Green: Cllr Millett to confirm final list of 18 no. signs to order from contractor.
 - b) Christmas display
 - i) To review quote for repair from Blachere Illuminations at **£178.26 (Paper 3)**.
 - c) Village Green railings:
 - i) Post Sockets: To confirm that a bespoke design was proposed by Bibury (Paper 4) and quote supplied by Paxweld for 37 no. at £584 + VAT.
 - d) Hanging Baskets: To approve costs for Pete Scarrott as follows:
 - i) Installation and watering - approx. 2 hours on Monday 30th May.
 - ii) £700 to water baskets for 14 weeks.
 - e) Planters: To agree method of maintenance and watering - consider volunteer assistance.
 - f) To consider proposal by Cllr Randall to approach local businesses for assistance with funding for hanging baskets and Christmas displays.
- 8) Use of contractors: To discuss current availability for practical handyman and maintenance tasks and agree any further actions required.
- 9) VEC Committee for 2022-23: To review committee structure and determine whether responsibilities should be divided between two separate committees.
- 10) Benches on Rissington Road: To review current provision and any maintenance or replacements required.
- 11) Correspondence:
 - a) Springvale allotments: Request from tenant to clarify whether adjacent residents have right of access over the allotments from their rear gardens. (Papers 5a & b).
 - b) Cemetery Lane allotments: Request from tenant of Plot 39B to have a 6' x 4' greenhouse in addition to a wooden framed fruit cage and 8' x 6' potting shed. Previous request for an 8' x 6' greenhouse was refused by the Committee.
 - c) Request to adopt the Feed the Ducks initiative (Paper 6).
- 12) Any Other Business (items to note only)
- 13) Date of Next Meeting – 7.00pm on Wednesday 11th May 2022 in the Salmonsbury Room.