

Bourton-on-the-Water Parish Council

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To Village & Environment Committee Councillors

You are hereby summoned to attend a **Village & Environment Committee Meeting at 6pm on Thursday 17th March 2022 in the Windrush 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

10th March 2022

AGENDA

- 1) Apologies for absence: To receive.
- 2) Declarations of Interest: To note.
- 3) To receive and approve the draft minutes of the Village & Community Committee Meeting held on 9th February 2022.
- 4) Matters Arising:
 - a) The Treotech quote for an additional tree survey has been approved by full Council and instructed.
 - b) Tree work following 2021 survey by Stockwell-Davies to be completed on 4th & 5th April.
 - c) To the note fencing of Japanese Knotweed has been completed.
 - d) The Treotech quote for the clearance work at Springvale allotments has been approved by full Council and instructed.
 - e) Repair of faulty Christmas light by Blachere – ongoing with contractor.
 - f) Village Green trench dig out and replacement of pipe duct – ongoing with contractor for completion prior to removal of Village Green railings.
 - g) Removal of the Len Hill Memorial – to note that additional work is required to the wall for safety reasons and the contractor will provide a quote.
- 5) Churchyard & Cemeteries:
 - a) Tree T2 pissards plum, Cemetery. To review request by Bibury Landscapes to remove lower branches and remove self-seeded elder growing up inside it to be grubbed out. To enable their team to keep the area underneath tidy. Cost £60-70 + VAT if done whilst on site.
 - b) Cemetery Shed: To note the previous quote for £1,746 and determine a suitable specification for updated quote and installation in the new financial year.
 - c) Update on Cemetery work by Bibury Landscapes following risk assessment (Paper 1)
 - d) Mowing at St Lawrence Churchyard: To consider quote from Bibury Landscapes at £2,030 + VAT (Paper 2). Review budget and options for the future management of the Churchyard
 - e) To review updated quote for provision of Scribe Cemetery package for one year at a cost of £468 + VAT from April 2022 onwards (Paper 3). For immediate installation and FOC use during March if approved. Please note a further £200 discount has been applied. As per the VEC approved budget 2022/23.

- 6) Allotments
 - a) Cemetery Lane: To consider quote from Stow Agricultural to supply a replacement gate and posts at £243 + VAT (Paper 4) plus costs for approx. one day's installation by Pete Scarrott. To be funded by the Thriving Communities grant.
- 7) Village Green
 - a) Replacement of signposts around the Village Green:
 - i) To note CDC's deadline for receipt of invoices relating to the Welcome Back Fund is 18th March. A balance of £2,288 is available following the work at Periwinkle Bank.
 - ii) To agree suitable locations for signposts (Papers 5a & b).
 - iii) To approve a quote from Wright Signs (Paper 5c) to supply and fit black and gold metal finger signs in the locations agreed. For onward transmission of invoice to CDC by 18th March if approved.
 - b) Christmas display
 - i) Metal collar for Christmas Tree: To consider quote from Paxweld at £284 + VAT and agree arrangements for checking of measurements.
 - ii) Hire of Telehandler (no operator): To consider quote from 5A's Tool and Plant Hire for one day's hire at £144 + VAT (current cost) + 15% plant insurance and agree further actions.
 - c) Village Green railings:
 - i) Post Sockets: To consider quote from Paxweld for 37 no. at £584 + VAT.
 - ii) Post Socket Caps: To confirm that 33 are already in hand and 37 plus spares are required. To approve purchase and determine quantity required at 35p each plus £10 carriage.
 - d) Hanging Baskets: To consider quotes for supply of 14 no. (Paper 6)
 - e) Planters: To consider quote from Bibury Landscapes to plant 3 no. planters in a red, white and blue scheme. To clear, compost, fertilise, cultivate and plant with a mix of bedding plants and lavender, to include watering-in but not on-going maintenance at £443 + VAT. Three additional quotes requested but not received.
 - f) Bonded surfacing for under the circular bench:
 - i) To note this was reviewed by Pete Scarrott who advised that new surfacing rather than repairs was required.
 - ii) To review quotes received from two contractors (Papers 7a & b).
 - g) Litter Bins: Update by Cllr Hadley following meeting with CDC.
- 8) Jubilee Gardens:
 - a) To note that a Presentation on proposals for wildflower planting was received by members of the committee from the Village Warden, a representative from the Cubs and CDC's Clean and Green Team (Paper 8).
 - b) To discuss proposals and agree final plan.
 - c) How to make the area more attractive to visitors.
- 9) Correspondence:
 - a) Request from a resident for a note to be included in the Bourton Browser reminding dog walkers to pick up their dog's mess, particularly in the Cemetery where there seems to be a marked increase.
 - b) Request from a resident to plant bulbs in the recently cleared areas of the Cemetery where the spoil heaps have been removed to discourage any further tipping and to improve the appearance of the area.
 - c) Allotment Plot 39B: Following approval of a potting shed, a further request for permission to erect an 8' x 6' greenhouse and a wooden frame fruit cage.
 - d) Damage to dry stone wall adjacent to Lincroft House/Birdland. Request from resident for assistance to determine the cause, who is responsible for repairs and any permissions required. (Paper 9 – Deeds for information)
 - e) Request to install a memorial bench of composite material in the Cemetery (Papers 10a & b)
- 10) Any Other Business (items to note only)
- 11) Date of Next Meeting – 7.00pm on Wednesday 13th April 2022.