

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 7pm on Wednesday 28th September 2022 in the Windrush Room, The George Moore Community Centre** for the purpose of transacting the following business.

Papers for the meeting can be viewed in Dropbox - [VEC](#)

Sharon Henley

Mrs Sharon Henley

Clerk/RFO

22nd September 2022

AGENDA

- 1) Apologies for absence: To receive.
- 2) Declarations of Interest: To note.
- 3) Resolution to co-opt Cllr Jon Wareing to the Committee.
- 4) To receive and approve the draft minutes of the meeting held on 10th August 2022.
- 5) Public Session: Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).
- 6) Matters Arising:
 - a) Replacement of Rissington Road benches
 - b) Arrangements for CDC's Tourist Levy Consultation
 - c) Tree works – instruction of Treotech for outstanding tree survey works
 - d) Tree outside Bourtanical
 - e) Installation of new village signs
 - f) New signage at Cemetery Lane allotments
 - g) Mowing of grass verge at Lansdowne
 - h) Springvale lease
- 7) Churchyard & Cemeteries:
 - a) To review contractor quotes for the following and instruct a contractor or agree further actions (Paper 1):
 - i) To repair gate by the Cemetery
 - ii) To fix bench into place and secure into ground
 - iii) To dismantle the old shed and build the new shed
 - b) Re-painting of Lych Gate: To note this work was approved (but not completed) in November 2021 by GM Decorating Services Ltd at £540 to be funded by Contingency. Committee to confirm that the contractor should complete this work during this financial year.
- 8) Allotments:
 - a) Update on sourcing of funding for new plots at Springvale.
 - b) Allotments inspections: To note that Cllrs Roberts and Hicks to report back at the October meeting.
 - c) Moreton Show: To note that second prize was won by the Cemetery Lane allotments and agree on how prize money should be used.
- 9) Village Green:
 - a) Further damage to stone edge by riverbank – Cllr Hadley to report following site visit with Cllr Roberts.
 - b) Health and Safety Inspections: To arrange dates and councillors to inspect the Village Green, Clapton Row and the riverbanks.
 - c) War Memorial:
 - i) To note that cleaning will be completed by Pete Pulham prior to Remembrance Sunday.

- ii) To review damage to memorial and agree further actions (Paper 2)
- 10) Village Maintenance Contract
 - a) Review updated draft specification and tender for 2023-2026 following Council meeting (Paper 3a).
 - b) Cutting of Highways grass verge strips (Paper 3b & c)
 - i) To review proposal by GCC Highways to enter into a formal contract and agree further actions.
 - ii) Following consideration of (i) to agree which Highways Terms and Conditions would require integration into the Village Maintenance Contract.
 - c) To arrange a site meeting with Bibury Landscapes to review worst areas of wear on the Village Green and riverbanks and what action is required.
 - d) The Naight: To instruct Bibury Landscapes to cut two hedges at rear of toddler play area/British Legion car park down to fence height to open up the area.
- 11) Environmental Action Working Group:
 - a) To note that the Terms of Reference were agreed by Council.
 - b) To note the draft minutes of the meeting on Tuesday 20th September by Cllr Jon Wareing (Paper 4).
- 12) Japanese Knotweed: To review new quote and advice from Complete Weed Control (Paper 5)
- 13) Budget
 - a) To review YTD expenditure and EMR (Papers 6a & b)
 - b) To review draft budget for VEC and agree on figures for discussion at full Council meeting (Paper 6c)
- 14) Correspondence:
 - a) T50 common yew at the Cemetery: To consider request from resident to trim tree into shape (Pics in Paper 7a)
 - b) Correspondence from allotment plotholder, Cemetery Lane (Paper 7b).
- 15) Items to note only
- 16) Date of Next Meeting – 7.00pm on Wednesday 12th October 2022 in the Salmonsbury Room.