

**Bourton-on-the-Water Parish Council**  
**Minutes of the Highways Committee Meeting**  
**held at 7.00pm on Wednesday 28<sup>th</sup> February 2024**  
**in The Salmonsbury Room, The George Moore Community Centre**

**Those Present:** Cllrs L Wilkins (Chairman), A Davis and M Samuel.

**In Attendance:** Vanessa Oliveri, Committee Clerk

**Members of Public:** One member of the public.

1. **Apologies for absence:** Had been received from Cllrs A Roberts, M Macklin, B Wragge and S Tapper.

2. **Declarations of Interest:** Cllr M Samuel declared an interest in item 5a Coach Park and took no part in the discussion.

3. **Minutes of the Highways Committee held on 15<sup>th</sup> January 2024**

The committee members present unanimously approved the minutes of 15<sup>th</sup> January 2024 as a true record of the meeting.

4. **Opportunity for members of the public to speak:** One member of the public raised that it had been two years since the TRO's had been discussed. One was for the road markings and the other was for signs. When were the Highways committee going to discuss this further and the issue with coach parking in the village. The resident stated that this issue has got to be made safer even if it is moving the bus stop by the Edinburgh Woollen shop. The committee members responded that they were waiting for the public meeting which had been arranged to be held on 21<sup>st</sup> March 2024, then this issue would be discussed further including thoughts/suggestions arising from the meeting.

5. **Matters Arising:**

- a. Closure of coach park: Alternative ideas for coaches in the village were being sought. Several options put forward had been discussed and eliminated from further discussion. This item was to be taken off, 'Matters Arising' for future Highways committee meeting and to be included as an agenda item when there was more to discuss and decide upon.
- b. Vehicle parking on grass verge to the right of the Rissington Road arch – A copy of GCC's by-law sign, which was positioned on the grass verge, had been forwarded to the police. Inspector Ellson was to be emailed the details of this issue.
- c) Pumps & Generators: Had been serviced and returned to GMCC.
- d) **Periwinkle Bank Footpath:** The resurfacing of the Periwinkle Bank footpath had been completed.

6. **Police:** No report had been received.

7. **The current Highways Cost Centre Summary Report and Reserves Report** – The committee received and noted the Highways Cost Centre Summary Report and the Reserves Report. The committee asked if the £500.00 put in the 2023/24 budget for footpaths was going to be used by the end of the financial year.

8. **Parking Consultation from CDC:** The committee received a Parking Consultation, Notice of Proposal and a Statement of Reason from CDC and noted that a response was to be made to CDC by 29<sup>th</sup> February 2024.

The Highways committee agreed to log their strong objections listed below: -

The PC object to the increase of the car parking charges at Rissington Road car park as this will put people off using the public car park and will push people to parking in residential streets in the village. This is already a problem in the village, so it will just add additional frustration for the residents and congestion in residential streets.

Objection has been raised that the additional 50p increase is proposed to not be included in the Tourist Levy funds.

Objection has also been raised to the extension of the car parking charges to be extended from 4.00pm to 6.00pm as the later hours in the afternoon had been noted that residents would pop into the village and park free of charge for that period of day.

9. **Traffic & Highways:**

- a. To receive an update on the management and delivery of the Strategic Plan: The committee noted that a public meeting had been arranged for 21<sup>st</sup> March 2024 at the British Legion in the village at 7.00pm.
- b. Delivery of a mobile VAS: Cllr Roberts was still in dialogue with the GCC representative to try and get this resolved. No timescale had been confirmed yet.

- c. Inoperative VAS on Rissington Road: No update had been received on the inoperative VAS on Rissington Road despite several emails following this up with GCC.
  - d. ANPR camera at Rissington Road: It was reported that the system wasn't inoperative, but they were trying to determine if the radar was working correctly by checking and adjusting various parameters.  
A decision whether to remove the radar unit for inspection by the manufacturer had not been taken yet. The cost of the potential repair is unknown until it is examined, but if a new radar unit was required it would be about £1,350.00 plus VAT. The committee agreed that the manufacturer was to be contacted to ask how long of a period an ANPR camera should last. The committee to consider at the next meeting whether it was time to start replacing the ANPR cameras in the village.
  - e. Installation of dropped kerbs: No update had been received from GCC - ongoing. The committee agreed to obtain two quotations and forward the information received onto GCC.
10. **Parking Enforcement Hours:** The committee received and recommended to the next full PC meeting to approve the additional CEO hours as quoted by GCC and discussed at the Tourist Levy meeting at a total cost of £18,985.98. CDC had agreed to make a contribution of £9,492.99. Funds in the PC's budget for 2024/25 were £5,000.00. A recommendation to be made at the next full PC meeting to take the remaining £4,492.99 out of contingency.
11. **New Development - Grove Court, Station Road:** The committee considered a request received from Cotswold District Council to name the new development in Station Road, 'Grove Court' and to give each of the properties a unique name taking on a tree themed name. The committee unanimously approved the proposed name of, 'Grove Court'.
12. **Correspondence:** An email had been received notifying the PC that the footpath and the roadside close to the Cricket Club had been flooded recently. This was to be reported on, 'Fix My Street'.
13. **Items to note:** None.
14. **Confidential Session:** Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following item is confidential as it relates to a legal matter. As such, the press and public are excluded from this part of the meeting.
15. The committee reviewed the correspondence received and agreed that a legal opinion was to be sought. This decision was to be recommended for ratification by the full March PC meeting.

**Date of Next Meeting:** 6.30pm on Monday 25<sup>th</sup> March 2024 in the Salmonsbury Room.

The meeting closed at 8.29pm.