

**BOURTON ON THE WATER PARISH COUNCIL  
MINUTES OF THE MEETING OF BOURTON ON THE WATER  
PARISH COUNCIL HELD ON WEDNESDAY 5 SEPTEMBER 2018  
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

**Present:** Cllrs R Hadley (Chair), S Coventry, J Cowen, R Daniel, J Jowitt (from Public Questions), L Hicks, B Rogers, S Senior, B Sumner and B Wragge. GCC Cllr P Hodgkinson. CDC Cllr L Wilkins.  
12 members of the public.  
Apologies: Cllr N Randall

**Standing Orders were suspended for the Public Session**

**Police Report:** A crime statistical report had been circulated to the meeting.

**County Cllr Report:** County Cllr Hodgkinson reported on the legal dispute between GCC and de la Hayes Restaurant – Highways will liaise with Council further to discuss. He also reported on current and proposed road works and village speeding in the village, which it's hoped the TRO will address. A meeting with Thames Water has been scheduled for 13th September. Cllr Hodgkinson confirmed that the Lengthsmen scheme is in operation but there is only one available slot; Highways will also investigate cars failing to stop by the Co-Op zebra crossing.

**Ward District Cllr Report:** Ward Cllr Len Wilkins reported on various planning matters and the adoption of the new Local Plan and the designation of the former Co-Op/Countrywide site for retail. CIL will be replacing s106 payments. £4.5K of funding is available for Youth Activities – Council will submit an application. The Clerk was tasked to ask Highways to progress removal of various village signs with the new soft play.

**Public Questions:** A resident has reported environmental health concerns regarding de la Hayes restaurant to CDC. The Council was urged to continue to support GCC and CDC in their respective enforcement actions and suggested a working group be established to consider community use of the space currently occupied by tables. Cllr Wilkins will liaise with enforcement officers to investigate further disabled access and fire prevention and obstruction of the public footpath/bus-stop amenities – the enforcement period is in place for 4 more months. Residents raised concerns about parking throughout the village and suggested that the Council employ a full time parking enforcement officer, which is currently under consideration. Thanks were given to a resident for a local charitable visit organised by her.

**18/073: Apologies for absence:**

Apologies were received and accepted from Cllr Randall.

**18/074: Members' Interests**

Cllrs Hadley and Sumner declared an interest in item 18/085 as Rotarians and Cllr Hadley declared an interest in the same item as a Trustee of the VIC. They did not take part in the discussions and abstained from voting on the relevant applications.

**18/075: Minutes of the Meeting held on 1st August 2018**

It was RESOLVED that the minutes of the meeting held on 1st August be signed as a true record of the meeting.

**18/076: Matters Arising from Minutes of the Meeting held on 1st August 2018**

It was noted that there would be a meeting of Councillors in October to consider tourism issues and that this would be followed by a meeting with interested parties.

**18/077: Burial & Allotments Committee Report**

Cllr Daniel reported from the August Committee meeting as follows:

- the draft Lease for Springvale allotments was noted and it was agreed that queries raised would be discussed in committee in September; Council RESOLVED to delegate to the Committee responsibility for signing the lease once all queries have been resolved;
- 3<sup>rd</sup> prize was awarded to Cemetery Lane allotment site in the Moreton Show;
- the committee is awaiting recommendations from the police regarding ASB at the Cemetery.

**18/078: Playing Fields Committee Report**

Cllr Hicks reported from the August meeting of the Committee (minutes circulated), including:

Youth Club:

- the Committee's proposals re new Youth Club building. It was agreed that the old telephone exchange should be considered as a possible alternative;
- the submission of a grant application to CDC's Youth Activities Fund is being developed;

18/016 

- The Council supported the CMAS Supervisor's request for Club members to attend a camping trip.

General:

- Council noted the completion of consideration of annual RoSPA report and noted that all decisions and actions are now recorded and being progressed in-house;
- Council RESOLVED to accept Greenfields quote to improve safety surfacing at Rye Crescent in the sum of £1,159 + VAT
- The quote for signage from Sovereign was deferred pending further discussion.

It was noted that Cllr Hicks was to stand down as Chair of the Committee to concentrate on the provision of youth facilities. Cllr Senior would be the new Chair. The Chairman thanked Cllr Hicks for her contribution.

**18/079: Village Maintenance & Highways Committee Report**

Cllr Rogers reported from the August Committee meeting and the following was considered:

General:

- The Committee's recommendation to seek Lengthsmen's assistance to clear Rissington Rd lay-by was agreed - Cllr Hodgkinson be approached as a matter of urgency;
- Council RESOLVED to approve a quote from GM Decorating for £380 to paint the railings and War Memorial chains;

WWI Commemoration

- The Chairman updated the meeting on the arrangements for the VC event on 10 November.
- It was RESOLVED that the offer from a local resident to sponsor a WW1 Silhouette be accepted and that this be located by the War Memorial.

**18/080: Traffic & Footpaths Committee**

Cllrs ~~Randall~~ and Rogers gave verbal reports on matters arising from the September Committee meeting and the following was agreed/noted:

- The provision of a new litter bin outside Riverside Café at a cost of approximately £150;
- Council's support for the Glos Wildlife Trust to fund a new dog litter bin at entrance to Greystones Farm;
- Committee to seek Highway assistance in preventing footpath access across the verge by the Community Centre/Station Rd boundary;
- The Committee will consider relocating High St litter bins adjacent to the Green which block the route for mobility scooters.

**18/081: Planning**

Cllr Sumner reported on the Planning Meetings of the meetings held on 8<sup>th</sup> and 22<sup>nd</sup> August (copies circulated) for information, including the following:

- An Appeal has been lodged by the developer against refusal of planning permission for the erection of 3 dwellings on land at Broadlands – deadline for comments to Inspector is 20<sup>th</sup> Sept;

**18/082: Village Green Bookings**

- Council noted that the application from Young Glos for a bake sale did not meet the Rules criteria and had been withdrawn;
- Council agreed that Cllrs Hadley and Rogers will review Village Green Hire Rules to include a new policy relating to applications for filming permissions for 2019 onwards.

**18/083: Community Centre**


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

- Council RESOLVED to accept a quotation from G. Yates in the sum of £461.10 to isolate the water supply for Flats 1 & 2 to provide a separate accessible stop valve for both tenants;
- Council gratefully acknowledged receipt of grant of £5k from Summerfield Trust towards the cost of roofing works – the Assistant Clerk was thanked for her work in securing the grant.
- Cllr Sumner was delegated to progress work to refurbish/replace a lantern roof light.
- Council noted that the roofing work on the old Chapel would start mid-September, and on the main building on 15th October.

**18/084: Finance:**

Cllr Hadley reported on financial issues. Council:

- RESOLVED to approve the schedule of payments in the sum of £28,860.12 in accordance with the revised circulated schedule;
- received a report from Clerk's annual meeting with insurance broker (file-note previously circulated) and Committees noted the requirement to inspect assets annually.
- RESOLVED to accept the Came & Co quotation to renew the insurance policy with effect 1<sup>st</sup> October 2018 in the sum of £7,933.79;

18/017 

- noted the completion of the External Audit for 2017-18 by PKF Littlejohn. One matter had been raised which required the re-stating of figures on the AGAR to reflect the correct apportionment of S2, Box 3 expenditure between the past 2 years' Returns. Council will liaise with the new accounting package provider to ensure the adjustment is made correctly prior to the next audit exercise. No further action is deemed necessary. Council RESOLVED to authorise the display of the statutory notice confirming completion of the annual audit exercise;
- noted the satisfactory completion of the internal 1<sup>st</sup> quarter 2018-19 check by Cllr Rogers;
- received an update from the IFC re the VAT position – ongoing;
- noted that the Temporary Finance Officer ("FO") is due to start on 1<sup>st</sup> October – in-house training has commenced. Council agreed a budget for the FO to attend GAPTC's VAT & Finance Module training courses in October and approved soonest registration of the FO as a signatory to the bank account;
- agreed that the annual performance review for Clerk will be on 11<sup>th</sup> October with Cllrs Hadley and Rogers.

**18/085: Grant applications:**

Council considered grant applications received and RESOLVED that in accordance with its powers under s137 of the LGA 1972 it should incur expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. Council also RESOLVED to make one grant to the CAB under s142 of the LGA 1972.

**18/086: Bye-Laws**

Cllr Sumner reported that the draft bye-laws were ready for submission to HCLG ~~but that~~ the Ministry had asked that their submission be delayed pending some alterations to the model documents.

**18/087: 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.

**18/088: Any Other Business and Reports from representatives on Outside Bodies:** Receive reports, for information only.

- Council noted the article in the September Browser providing a lay-man's explanation of the review of split parish warding arrangements;
- Committees were reminded to submit 2019-20 budget requests to Clerk by mid-September;
- Cllr Wragge reported that there would be a Community Activation Group Fair on 21st October.

**18/089: The next meeting**

It was confirmed that the next Meeting of Bourton on the Water Parish Council will be held on Wednesday 3<sup>rd</sup> October 2018 at 7.00pm at the George Moore Community Centre

**Public Questions:** Residents raised concerns about the condition of Riverside Walk gardens and it was noted that the Rural Cinema Group had recently awarded the Scouts a £750 grant.

The meeting ended at 9.00 pm.

CHAIRMAN'S SIGNATURE.....



DATE:.....

3-10-18

Minute	Item	Power	Sum (ex VAT)£
18/078	Play equipment repairs – Rye Crescent	Open Spaces Act 1906, s.9/10	1,159.00
18/079	Painting of railings and War. Mem chains	Open Spaces Act 1906, s.9/10	380.00
18/080	Litter Bin	Open Spaces Act 1906, s.9/10	150.00
18/083	Isolating water supply – GMCC flats	Local Govt. Act 1972, s.133	461.10
18/019	Insurance premium	Local Govt Act 1972, s.111	£7,933.79
	Staff training	Local Govt Act 1972, s.111	tbc
18/085	Grants	Local Govt Act 1972, s142	£100.00
	"	Local Govt Act 1972, s137	£2,850.00

18/10/18 