

**The Minutes of the Village Environment Committee (VEC) Meeting
held on Wednesday 12th May 2021**

A meeting of the VEC was held on Wednesday 12th May 2021 at 7.00 pm via Zoom where members of the public were also invited.

The following Councillors were present: -

Cllrs P. Millett (elected Chair), S. Coventry, R Hadley, L. Hicks, A. Roberts, B. Wragge

1. **Apologies for absence:** None
2. **Declarations of Interest:** None
3. **Election of Chairman and Vice-Chairman for 2021-22::** Cllr Hicks nominated Cllr Millett as Chairman, seconded by Cllr Coventry; Cllr Millett accepted the nomination, and there were no other nominations received. Unanimous vote in favour. Cllr Millett chaired the remainder of the meeting. Cllr Hadley nominated Cllr Roberts as Vice-Chairman, seconded by Cllr Hicks, and Cllr Roberts accepted the nomination. Unanimous vote in favour.
4. **Minutes of the Village Environment Committee meeting held on 10th March 2021:** Cllr Hadley proposed the Committee approve the Minutes as a true record of the meeting, seconded by Cllr Coventry. Unanimous vote in favour.
5. **Matters arising:** None.
6. **Village Maintenance**
 - 6.1 Litter Signage The committee approved the affixing of customised signs onto the new larger litter bins to be installed by CDC; Clerk to ascertain details regarding the size and cost of signage so the committee can consider at a later date whether the signs should also be placed on poles. Thanks will be relayed to the Litter Picking group for their considerable efforts to help keep the village clear of litter.
 - 6.2 Trees:-
 - Jubilee Orchard: The committee instructed the Clerk to liaise with the Volunteer Tree Warden and seek further details re recommended tree species, sizes and costs for further consideration by the committee at the next meeting;
 - Insurance advice: The Committee agreed to instruct the Clerk to ask the tree surgeon and the volunteer Tree Warden to undertake an annual inspection of trees in the Council's responsibility, and to commission a soonest inspection for 2021.
 - 6.3 Footpaths The committee noted that matters relating to the condition of the footpath from Rye Close to the tennis courts will now be considered by the Highways Committee at its next meeting.
 - 6.4 Bye Laws Signs The committee noted that the Police remain responsible for enforcement of the bye-laws. The Committee agreed to install an additional bye-laws sign under the existing No Barbeques sign opposite The Chip Shed, facing the Green (3 votes in favour, 2 against, 1 abstention).
 - 6.5 Litter Bins The committee noted the new larger bins are due to be installed by CDC by approximately the end of May;
 - 6.6 Hanging Baskets The committee approved the supply only quote of £308 from Pebbly Hill Nursery to plant 14 baskets (unanimous agreement). The committee approved the quote of £700 from Peter Scarrott for watering twice weekly for 14 weeks, plus an additional sum equating to 1 ½ hrs work to hang the baskets, subject to his agreement (unanimous agreement).
 - 6.7 Village Green Hire The committee agreed to propose Council approve an amendment to the Village Green Hire Policy for 2021 to include the wording "no alcohol is to be sold or dispensed open from an event or tombola" – (unanimous agreement).
 - 6.8 Ford Wall The committee agreed that it did not wish to install railings on the low wall at the Ford. Instead, it noted that Peter Scarrott had simply repaired the wall and capping stones in order that they can withstand footfall; any future periodic deterioration will be actioned likewise, without the installation of railings (unanimous agreement). It was agreed that those councillors also serving on the Highways Committee will raise the matter of an accessible village trail at the next meeting of that committee.
 - 6.9 CDC Details relating to CDC's Welcome Back Fund will be forwarded to the Tourism Action Group for it to consider and agree where any available monies could be spent.
 - 6.10 Bourton Roadrunners The request for permission to hold annual One Mile Race on Saturday 10th July was approved (unanimous agreement), subject to the usual requirements being met in terms of road closures/safety.
 - 6.11 Forrester Access The committee noted that although further works are required, the sign is stable at present and is not a safety risk. On that basis, any further works to improve the fixings will be undertaken when the cherry picker is used to install the Christmas Tree, at which time the sign can be removed and replaced when works are complete (unanimous agreement). The clerk is instructed to obtain a quotation for this work in the interim – no other action at present.
7. **Burials**
 - 7.1 Cemetery Shed The committee agreed to remove and replace the existing shed, and the Clerk is instructed to ask Peter Scarrott to provide a quotation for the work and 2 alternative size sheds of a smaller dimension suitable for current storage purposes (unanimous agreement).

7.2 Cemetery and Closed Churchyard

- The committee approved the H&S risk assessment for the Closed Churchyard and Cemetery, and agreed to undertake future assessments at the intervals of 1 year (Closed Churchyard) and twice a year (Cemetery) (unanimous agreement).
- The committee approved the quotation of £485 from Peter Scarrott to repair, re-point (using lime mortar) and make safe the boundary wall with Millwood Cottage (unanimous agreement).
- The committee deferred discussion of the maintenance of the area around the memorial to Len Hill to its next meeting.

7.3 New Burial Ground The committee briefly discussed potential sites – Jubilee Orchard appears unsuitable but land adjacent to the Rectory may merit further investigation. Given the absence of a permanent Clerk at present a full discussion will be deferred to a later time when the new Clerk and a Burial Consultant will be able to be fully involved in discussions and planning.

8. Allotments

8.1 Cemetery Lane:-

- Plot 1B access onto Cemetery Lane: The committee noted the unauthorised access onto Cemetery Lane has now been blocked up. The Clerk is instructed to notify the complainant, and also write to the tenant reminding them that this action is not permitted.
- Allotment tenant correspondence: The committee noted the correspondence and agreed that a notice should be displayed on the fencing at the entrance to discourage fly-tipping, and that the Clerk is instructed to write to all tenants to encourage them to notify CDC of any future problems via their on-line reporting system. The committee will also suggest that tenants consider the formation of an Allotment Holders Association which may be able to help resolve minor issues without Council's involvement. The committee did not agree to pursue the offer of donated trees from the Woodlands Trust, given the proposed locations are under the responsibility of GCC Highways. The tenant will be referred to GCC to progress further. The Clerk is instructed to respond to the tenant accordingly in respect of all matters raised.

8.2 Springvale The committee noted that the Office is progressing payment of outstanding rent owed to CDC (3 years' rent remains unpaid – total sum owed = £3) and will advise regarding future payment arrangements, once agreed.

9. Any Other Business:-

- Signs: It was agreed that it is appropriate to leave the Covid-19 signs around the village in place until after the 21st June, for re-discussions after that date; the committee also agreed to discuss the proliferation of signs on and around the Village Green in further detail at its next meeting;
- Christmas Tree: Cllr Hadley will bring further information to the next meeting in respect of the possible donation/funding of this year's Christmas Tree;
- Cllr Coventry reported: signs down in Rye Close, that further action is required to remove tree stumps recently cut down; and problems with unauthorised parking on the turning circle at the entrance to Rissington Rd car park – Clerk to action with the relevant authorities;
- Cllr Roberts advised that he will bring a proposal to the committee's next meeting in respect of protection of Village Green drains using an angled trash screen;

10. Date of Next Meeting – Wednesday 9th June 2021 at 7.00 pm.

Signed.....

Date.....