

## **BOURTON ON THE WATER PARISH COUNCIL**

Minutes of the Highways Committee meeting held on Monday 17<sup>th</sup> May 2021

A meeting of the Highways Committee was held at 6.00pm on 17<sup>th</sup> May 2021 in the Windrush Room at the George Moore Community Centre.

Present: Cllrs B Hadley, M Macklin, N Randall A Roberts, L Wilkins, B Wragge

Observer: Cllr Davis

Council Officer: None

Cllr Randall chaired the meeting until Item 3, after which Cllr Roberts took over the Chair having been elected for 2021-22.

1. Apologies for absence: None
2. Declarations of Interest: None
3. Election of Chairman: Cllr Randall proposed Cllr Roberts as Chairman, seconded by Cllr Hadley. Cllr Roberts accepted the nomination and there being no other nominations, the proposal was carried (5 votes in favour, Cllr Roberts abstained).
4. Election of Vice-Chairman: Cllr Roberts proposed Cllr Randall as Vice-Chairman, seconded by Cllr Wilkins. Cllr Randall accepted the nomination and there being no other nomination the proposal was carried (5 votes in favour, Cllr Randall abstained).
5. Minutes of the Committee meeting held on 15<sup>th</sup> March 2021: Cllr Roberts proposed the correction of a typo in 9.2 “bullies” to be amended to read “gullies”. Subject to this amendment the minutes were agreed unanimously.
6. Matters Arising from Minutes of the meeting held on 15<sup>th</sup> March 2021: 12.2 There has been no progress in respect of the bus-stop by Edinburgh Woollen Mill; this item will be added to the next agenda and the Clerk will seek a progress report from GCC/P Hodgkinson in the meantime;
7. ANPR/Speed camera signs: There has been no progress, possibly due to the interim county elections; County Cllr Hodgkinson will be asked by Cllr Roberts to liaise with GCC officers and provide an update for the next meeting.
8. TRO: Cllr Randall confirmed most of the new parking restrictions within the TRO had now been installed, subject to 1 or 2 minor snagging issues (e.g. by the Victoria Hall – Cllr Roberts to notify GCC accordingly). A number of signs on posts had been replaced by new on-street markings, Cllr Roberts will do a walkabout inspection to ascertain if there are other redundant posts which now require removal. Cllr Wragge passed on a Moore Rd resident’s concerns about the new yellow lines installed outside their property – to be investigated further by Cllr Roberts.
9. Civil Enforcement Officer patrols: The CEO’s have been patrolling for an increased number of hours; a significant number of tickets have been issued but the CEO’s try to move illegally parked cars on whenever possible. This is having a good impact in terms of keeping the village centre clear. Cllrs Roberts and Randall will arrange a meeting with the Parking Enforcement team to discuss patrols of the wider village area.
10. A Boards: The draft letter to businesses reminding them of legislation and their responsibilities was considered, and will be amended by Cllr Randall to emphasise the number of boards permitted at any given time and that boards may not be placed on Council

owned land, e.g. verges on Riverside Walk. It was noted that Covid related restrictions are not likely to apply much beyond the issuing of the letter and it was agreed this issue will not therefore be referred to specifically in the letter. It was agreed that the office will be asked to print the appropriate number of letters for hand distribution by Cllrs Macklin, Randall, Roberts and Wragge following approval of the letter at the June Council meeting. GCC will be notified of the location of any persistent breaches of legislation later in June so that they may progress any breaches direct with business owners.

11. Traffic & Highways

- a. Rissington Rd verge barriers: Costs are still awaited;
- b. High St blocked gullies: GCC will inspect on their next scheduled visit to Bourton; the flooded area by De La Hayes has been resolved in the interim; other blockages are being reported as noted;
- c. Footpath by Cricket Club: No progress yet – GCC will be asked by Cllr Roberts to provide an update to the next meeting re inspection/proposed action
- d. Hedge visibility – junction of Lansdowne/A429: No progress – update awaited;

12. Footpaths

- a. Greystones Farm: GCC/County Cllr Hodgkinson and the landowner met recently and agreed action relating to the re-establishing of the route in accordance with GCC's PROW map, with a fence having been erected to mark the path. Office to respond to resident accordingly.
- b. Rye Close to Tennis Club: The ownership is unclear and unlikely to be easily identified, but the path has not yet been adopted by GCC. Given the tree roots from a neighbouring property have caused the footpath surface damage, the Clerk is instructed to contact the owners asking them to undertake works to address the cause of the problem. In the interim, County Cllr Hodgkinson will be asked to approach GCC to ascertain whether a shared cost approach (PC/GCC) to repair of the surface would be feasible so it can be restored to a condition which would enable its subsequent adoption by GCC.
- c. Oxfordshire Way signage: It was noted that many lamp-posts have now been cleared of signage. It was therefore agreed that the round sign was the preferred design, and the preferred location is on Post No 7 by the middle bridge – the Clerk is instructed to respond accordingly.
- d. Riverside Walk footpath trip hazards: Trip hazards appear to have been caused by tree roots located on the forecourt of a neighbouring business. GCC Highways will be asked to progress repairs. Cllr Macklin will do a walkabout to identify other areas in the village centre which require attention prior to the Clerk notifying Highways of problem areas.

13. Equipment:

- a. Cllr Hadley proposed the Committee retrospectively approve the purchase of litter picking equipment from the Contingency budget, seconded by Cllr Wragge, unanimous approval.
- b. Floodlight equipment: Purchase deferred to Council meeting – Office to obtain a quote in the interim;

14. Flood Plan Working Group: Following a recent meeting the group has increased its knowledge of the drainage flow through village. EA have been asked to install a river level marker – ongoing. The group will continue dialogue with CDC in respect of the provision of additional sandbags. Thanks are given to residents who responded to a survey for notification of flood related issues. Cllr Roberts proposed that the redundant piers to the

bridge at Marshmouth Lane are removed as they are causing a significant blockage in the flow of water which could cause flooding in times of heavy rainfall, seconded by Cllr Randall, unanimous vote in favour. GCC and the EA will be asked by Cllr Roberts to action. The group will also investigate whether funding is available to install a trash screen to the ditch by the War Memorial to prevent a build-up of rubbish. It was noted that the Flood Plan will be revised and the Community Emergency Plan will also be amended to incorporate other information not currently included.

15. Tourism Action Group: There has been no meeting since March; following recent county council elections a round table meeting will be coordinated by Cllr Wilkins with TAG/GCC and the Parish Council to discuss future actions, in particular, the management of traffic around the village. To be re-discussed after that meeting.
16. Copins Court dropped kerb: Cllr Hadley will photograph the location and forward to Cllr Roberts so he can obtain a quotation for works from GCC Highways;
17. Highways Area Manager meeting: Cllr Roberts will liaise with D Tiffney to arrange a soonest village walkabout inspection so outstanding historic and new issues can be progressed;
18. Correspondence:
  - a. Gorse Close and Green Lake Close parking – The Committee will liaise with CEO's and seek increased patrols in both those areas to help prevent parking on footpaths, across dropped kerbs and driveway entrances. Cllr Roberts will also ask GCC to ascertain if white lines can be installed across driveways in problem areas to assist in deterring thoughtless parking – the installation of yellow lines is not feasible as this would require a new TRO. The Clerk is instructed to respond to residents accordingly.
  - b. CCTV at junction of Station Rd/A429: The site will be monitored by the Litter Picking Group; the installation of a camera is not financially viable – Clerk to respond to residents accordingly.
  - c. Accessibility Audit: The committee instructed the Clerk to commission an accessibility audit by Accessible Glos in order to assess the accessibility around the village and bring findings and proposals back to the committee for consideration.
19. AOB:
  - a. Bourton to Kingham Walking Trail: The Feasibility Study is to gather information and support from residents for the re-establishment of the trail; funding will only be required in the event that the level of confirmed support warrants this.
  - b. The committee was reminded of the availability of advice and practical assistance from the local Cotswold Wardens;
20. Date of next meeting: The committee will propose to Council that meetings will now be held at 2 month intervals – date for next meeting Monday 19<sup>th</sup> July at 6pm, subject to Council approval at its meeting on 2<sup>nd</sup> June.

Meeting closed at 19.05