

# **Bourton-on-the-Water Parish Council**

## **Minutes of the meeting of the Village & Environment Committee Meeting**

**held at 7pm on Wednesday 13<sup>th</sup> July 2022 in the Salmonsbury Room, The George Moore Community Centre**

Those Present: Cllr Roberts, Vice Chairman-chaired item 1), Cllr B Hadley – Chairman from item 2 onwards, Cllrs S Coventry and L Hicks. Cllrs N Randall, M Macklin and A Davis attended for items 1, 2 and 8 only as non-committee members and did not take part in voting.

In Attendance: Sharon Henley, Clerk

Members of Public: One

- 1) To elect a committee chairman. It was agreed to elect an interim chairman until the Parish Council had co-opted a new councillor. Cllr Hicks proposed Cllr Hadley, seconded by Cllr Roberts and unanimously APPROVED.
- 2) The resignation of Councillor Piers Millett from the Parish Council was noted a new VEC member would be elected in due course.
- 3) Apologies for absence: Cllr B Wragge.
- 4) Declarations of Interest: There were none.
- 5) To receive and approve the draft minutes of the meeting held on 15<sup>th</sup> June 2022. Cllr Hadley abstained due to not being present at the meeting. The minutes were APPROVED by all others present and signed by Cllr Hadley as interim chairman.
- 6) Public Session: There were no speakers.
- 7) Matters Arising:
  - a) Watering kit for hanging baskets: This was returned to the supplier due to being unsuitable and a refund was issued. The contractor advised that the baskets required watering more than twice a week during the current heatwave. Daily watering was required during very hot weather and this was agreed by the Clerk as an interim measure and approved by the committee.
  - b) Cemetery shed: Received but an installation quote was still awaited.
  - c) Zero waste statement and associated requests: The statement was uploaded to the website following Council approval. Associated requests to be followed up by the Environmental Action Group, to report into VEC.
  - d) GCC ash dieback project: Highways Committee had responded that there were sufficient parish-owned trees and that GCC Highways should decide on their own provision for roadside trees.
  - e) Allotments inspections – Springvale noticeboard: The Assistant Clerk advised that this had not originally been made with a perspex front so it was agreed not to purchase any Perspex.
  - f) Village signs: The signs were being powder-coated and artwork was ready which required minor amendments. Cllrs Roberts and Hadley to check with local businesses for permission to replace the brown signs. A response was awaited from GCC Highways about installation requirements. Cllr Hicks to make enquiries about a Streetworks accredited contractor for possible installation.
- 8) Village improvements - matters for consideration: A parishioner who is also a chartered architect attended to discuss their ideas which were well received by all councillors present. Cllr Hadley explained that many of the suggestions were unfortunately cost-prohibitive at the present time and some had already been raised with GCC Highways but interest in village matters was very welcome.
- 9) Churchyard & Cemeteries:
  - a) Len Hill Memorial – works update: Works to the wall were complete and the contractor had been instructed to complete the repainting.
  - b) Cemetery bench: Agree final location for fixing: Cllr Roberts had adjusted the location and the Clerk to arrange for fixing to the ground.
- 10) Village Green
  - a) Installation of railings: To discuss contractor provision and additional quotes. The scope of works and last year's costs of £920 + VAT for installation and removal were reviewed. Following discussion the

committee APPROVED the continued instruction of Bibury Landscapes for the work during autumn 2022 and spring 2023.

- 11) Christmas display: Update on arrangements and agree any further actions: Fosseway Hire had kindly agreed to lend a telehandler without charge for the tree installation on 19<sup>th</sup> November and the Committee would like to formally thank them for their help with the project. It was agreed to also place a thank you in the Bourton Browser nearer the time. A telehandler operator had been sourced by Hacklings and a local donor was kindly funding the purchase of a 30 foot Christmas tree.
- 12) Trees: It was noted that quotes were being sought for all outstanding tree works from the 2021 and 2022 surveys.
- 13) Benches
  - a) Rissington Road: Update on progress with refurbishment and relocation: An update was awaited from GCC Highways on the provision of a Streetworks accredited contractor for installation. Cllr Hodgkinson to chase at his meeting with GCC this week.
  - b) To consider quote from Gary McPhilimey for collection, transporting and installation of the steel bench to the base opposite Marshmouth Lane at £40. APPROVED pending advice from GCC Highways.
- 14) Jubilee Orchard: To discuss a detailed plan and identify funding source for the proposal to install a gate at the bottom end as a Platinum Jubilee remembrance project. Quote received from Paul Rigby at £950 (Paper 2). Following discussion it was agreed to add this to next year's draft budget. The Clerk to advise the contractor and the Village Warden.
- 15) Environmental Action Working Group: To review actions taken to establish the group and remit going forward. The Clerk to add this to the August Council agenda to agree which councillors would join the group. Cllr Hadley was willing to volunteer if required. The working group would be self-sufficient and produce their own agendas and minutes and report back into VEC.
- 16) Grass Cutting at Stanway Green: Update from the Clerk following site visit: The resident confirmed that he was still able to cut the grass on the small area adjacent to his property which he considered to belong to GCC Highways rather than being unadopted. He noted that he was unable to cut the grass weekly but this would be done on a regular basis and this was noted.
- 17) To discuss advertising for a regular maintenance/handyman contractor. As deferred from previous meetings (Paper 3 – current village maintenance contract arrangements 2020-23). Following discussion it was agreed to add this to the 2022-23 draft budget and the list of items for CDC's Tourist Levy consultation for 2023/24. The Clerk to chase up CDC's Tourist Levy consultation for 2022/23 so the funding available this year could be used by the Parish Council.
- 18) Correspondence: There was none.
- 19) Items to note only:
  - a) Further to discussion at the Council meeting the Clerk arranged for CDC's Regulatory Support Officer and Community Safety Officer to attend the next meeting to discuss liaison with the Community Safety Officers.
  - b) The police had confiscated mopeds that were being used illegally at The Naight. A fire had been started behind the football club and witnesses reported those responsible to the police.  
It was confirmed that the Youth and Wellbeing Committee are responsible for The Naight.
- 20) Date of Next Meeting – 7.00pm on Wednesday 10<sup>th</sup> August 2022 in the Windrush Room.
- 21) **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 items are confidential as they relate to tenancies. As such, the press and public are excluded from this part of the meeting. APPROVED.**
- 22) Plot 88 Piece Hedge allotments: Update following site visit and review advice received (Confidential Papers 4a & b). It was agreed to leave the plot in its current condition until the tenancy ends and it would then be reviewed. The Clerk to advise the tenant.
- 23) Exclusive Right of Burial: Review recent request and recommendations from the Clerk (Confidential Paper 5).
  - a) A request from a plot owner was reviewed and APPROVED.

- b) Following review of the current matters and advice received from the ICCM it was agreed to seek initial legal advice from Wellers Hedleys solicitors at a cost of £350 + VAT.

The Clerk to advise whether recent proposals on burials by DEFRA had been accepted.

There being no further business the meeting closed at 20.34 hours.