

# Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,  
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ  
Tel: 01451 820712

Email: [clerk@bourtononthewater-pc.gov.uk](mailto:clerk@bourtononthewater-pc.gov.uk)

## To Village & Environment Committee Councillors

You are hereby summoned to attend a **Village & Environment Committee Meeting at 6pm on Wednesday 15<sup>th</sup> June 2022 in the Windrush Room, The George Moore Community Centre** for the purpose of transacting the following business.

Papers for the meeting can be viewed in Dropbox – [VEC](#)

*Sharon Henley*

Mrs Sharon Henley  
Clerk/RFO

9<sup>th</sup> June 2022

## AGENDA

- 1) Apologies for absence: To receive.
- 2) Declarations of Interest: To note.
- 3) To receive and approve the draft minutes of the meeting held on 16<sup>th</sup> May 2022.
- 4) Public Session: Opportunity for the public to speak on matters on the agenda.
- 5) Matters Arising:
  - a) Watering kit for hanging baskets.
  - b) Cemetery shed
  - c) Grass cutting at St Lawrence Churchyard
  - d) Graffiti at the Lych Gate
  - e) Bench at Cemetery entrance
  - f) Springvale allotments rent
  - g) Tree work due within 3 months by Treotech from 2022 survey
- 6) Zero Waste Statement: To hear presentation from a parishioner on the proposal for the Parish Council to adopt a statement. To include further definition on 'zero waste'.
- 7) Churchyard & Cemeteries:
  - a) Removal of Len Hill Memorial: Update on progress.
  - b) Decoration of Graves in Cemetery Lane: To agree method and wording of communication to plot owners.
  - c) Burial Fees:
    - i) To review comparison of costs for local burials (Paper 1a)
    - ii) To agree whether any increases should be made on April 2021 fees (Paper 1b)
  - d) Regular Inspections – to arrange the following:
    - i) Six month inspection of the Cemetery
    - ii) Annual inspection of St Lawrence closed churchyard
  - e) Cemetery pedestrian gate: To note this has dropped and Paul Rigby has been asked to review on site and quote if required.
  - f) Metal Memorial Bench: To note quote from Paxweld to supply, fabricate and paint at £1,200 + VAT. Fitting (including 3no. 900x600 slabs) at £450 + VAT. Committee to confirm cost for current memorial bench application.
- 8) Village Green
  - a) Railings: To agree a date for installation. To note that trench for electrical cable for the Christmas tree to be dug following this date.

- b) Christmas display:
  - i) To review plan for volunteer and contractor assistance
  - ii) To review costs for hiring of telehandler (Paper 2)
  - iii) To note quote for Christmas tree for purchase by donor (Paper 3)
- 9) Jubilee Orchard: To consider quote from Paul Rigby to install a gate at the bottom end at £950 (Paper 4)
- 10) Trees
  - a) To receive update from Clerk on progress with works on 2021 and 2022 surveys.
  - b) GCC Ash Dieback Project: To review communications received and agree a response (Paper 5)
  - c) To consider approving a designated preferred contractor for treework.
- 11) Benches
  - a) Rissington Road: Update on progress with refurbishment and relocation.
  - b) To consider quote from Gary McPhilimey for collection, transporting and installation of the steel bench to the base opposite Marshmouth Lane at £40.
  - c) To consider quote from GM Decorating for refurbishment of three benches (Rye Close entrance, opposite Birdland/Rissington Road car park and opposite Marshmouth Lane entrance) at a cost of £320 (Paper 6).
- 12) Grass Cutting at Stanway Green (Paper 7): To determine future arrangements.
- 13) To discuss advertising for a regular maintenance/handyman contractor. As deferred from full Council & May VEC Meeting (Paper 8 – current village maintenance contract arrangements 2020-23)
- 14) Correspondence:
  - a) Request for memorial bench – to agree suitable location (Paper 9)
  - b) Matters for consideration: To review items 1, 2, 4, 5, 8 & 11 (Paper 10). Other items to be considered by Highways Committee.
  - c) Complaint on mowing (Paper 11)
  - d) Moreton Show Allotments Competition Sat 4<sup>th</sup> Sept: Invitation to enter at a cost of £10 per allotment.
- 15) Items to note only
- 16) Date of Next Meeting – 7.00pm on Wednesday 15<sup>th</sup> July 2022 in the Windrush Room.
- 17) **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.**
- 18) Plot 88 Piece Hedge: To review communications (Confidential Papers 12a & b).
- 19) Annual allotment inspections by Cllrs Hicks and Roberts: To review inspection findings and agree further actions (Confidential Paper 13).