

**MINUTES OF THE MEETING  
OF BOURTON ON-THE-WATER PARISH COUNCIL**  
held on Wednesday 2<sup>nd</sup> September 2020  
at 7.00pm via Zoom

**Present:** Cllrs. R. Hadley (Chair), B. Sumner, A. Davis, L. Hicks, B. Wragge, N. Randall, K. Cronin, S. Coventry and L. Wilkins.

County Cllr. P. Hodgkinson

Officer: The Parish Clerk

10 members of the public

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

**Police:** It had been reported that Jason Page's position at Stow-on-the-Wold police station had been filled by Alison Palfrey.

**County Cllr. P. Hodgkinson** reported that the County Council were responsible for Public Health. Covid-19 cases in Gloucestershire had risen slightly to four cases in a day but the figure in the Cotswolds was still relatively low. Cllr. Hodgkinson had spoken to Sarah Scott, Director of Public Health on the high level of visitors in the village. Sarah Scott had agreed to meet with Parish Councillors to discuss the issues raised.

Cllr. Hodgkinson requested the public to report any obscured road signage to GCC via their web-site. If anyone was having difficulties reporting the problem on line then they could email Cllr. Hodgkinson who would forward on the issue. The new TRO's for the village were planned to be implemented by the end of 2020. Cllr. Hodgkinson had asked GCC to escalate this job and hoped to have the new TRO's in place sooner. Residents of the village had asked Cllr. Hodgkinson to set up a Tourism Action Group to try and resolve some of the issues in the whole of the village. A maximum of ten people would sit on the Tourism Action Group and then have working parties looking at different issues and bringing back information to the main committee. Cllr. Hodgkinson agreed to follow up with GCC the need to resurface White Shoots Hill. GCC had started resurfacing the footpath in Station Road after the busy summer months in the village.

The contractors would be asked to move the cones from the highway and the traffic lights whilst the work was not in operation. An issue was raised where there was a lot of movement with HGV's and cars leading into the industrial park and into the Bourton Chase development. It was noted that when the new TRO's were implemented this would ease the problem.

**Members of the public raised the following issues:** - interest in attending the Tourism Action Group and taking part in the issues raised such as: tourism, parking, environmental issues etc.

**20/092: Apologies for Absence:** Had been received from District Cllrs. N. Maunder and R. Keeling.

**20/093: Members' Interests:** Cllrs. N. Randall, B. Sumner and B. Hadley declared an interest in item 14 of the agenda - the Rotary grant request and took no part in the decision made. Cllr. B. Hadley declared an interest in the grant request for The Cotswold School and took no part in the decision made.

**20/094: Minutes of the Meeting held on 5<sup>th</sup> August 2020:** A slight amendment was made under item 20/080 – second line up from end of Youth & Wellbeing section to read – Cllr. Davis proposed to submit the grant bid. Cllr. N. Randall asked for a paragraph to be added into the section where a member of the public had not been happy with the Extra-ordinary Parish Council minutes dated 16<sup>th</sup> June 2020 as follows: - "Ms Curtis the secretary of the BCRA told the Parish Council that some residents were upset about the minutes of the Extraordinary Meeting held in June about the Open Space in Bourton Chase Phase 3 and this was then discussed. Ms Curtis then went on to make the Parish Council aware that they did not feel that the Parish Council was looking after the best interests of the residents of Bourton Chase and they had asked the committee to separate Bourton Chase from the Parish Council by a petitioning CDC for a Boundary Review. The payment of the precept was also mentioned in some depth."

Cllr. A. Davis reported that it was not factually correct that residents had asked BCRA to separate Bourton Chase from the Parish Council.

Cllr. L. Hicks proposed to approve the Parish Council minutes of 5.8.2020 with the two amendments.

Cllr. L. Wilkins seconded the proposal. A unanimous vote was taken of all in favour of approving the amended Parish Council minutes of 5.8.2020.

**20/095: Matters Arising:** None.

**20/096: Co-option of a Parish Councillor**

The Parish Councillors took a vote on the five candidates who had put themselves forward to fill the vacancy to become a Parish Councillor. The candidate who received the majority votes was Mr. Andrew Roberts who had 5 votes in favour. Mr. Roberts would be able to attend the October Parish Council meeting once he had signed his Declaration of Acceptance of Office. The other four candidates were prompted to put themselves forward when the next Parish Councillor vacancy became available.





**20/097: Planning Committee**

The Council received the minutes of the Planning Committee meetings held on 12<sup>th</sup> August 2020 and 19<sup>th</sup> August 2020. Cllr. Sumner reported that a strong objection on the proposed electric car charging station on the Fosseyway had been sent off to the Planning Inspectorate. Cllr. Sumner proposed that BPC did not follow the Rule 6 stated on the Planning Inspectorate's letter as this could mean a charge in the excess of £25,000.00 or more and additional evidence would have to be submitted against the electric car charging station.

**20/098: GMCC Committee**

Cllr. Sumner gave a brief report on the GMCC: The roof works at the GMCC was proceeding well. The reclamation of the old tiles was around 50% so the job was on budget as per quotation. The tenant in the flat at the GMCC had given her notice to leave so the flat would be advertised as soon as possible. An enquiry to hire the Salmonsbury room had been received to run some counselling sessions on a one to one basis but had also asked for a discount on the room hire charge. The Council unanimously agreed not to offer a reduction as the hire charge was already at a discounted rate.

**20/099: Village Environment Committee**

The Council received the minutes of the Village Environment Committee meeting held on 12<sup>th</sup> August 2020. CDC were working on details of providing adequate sized bins for the village green. Treotech had been contacted to provide details of when the tree works in the village would be undertaken. Cllr. L. Wilkins and Cllr. B. Hadley were working on a risk assessment for the village green. Cllr. B. Sumner agreed to contact Stephen Cox, Co-op to ask for the old Co-op site to be tidied up. Cllr. L. Wilkins and the Clerk were to meet with a resident to discuss the issue with litter picking.

**20/100: Highways Committee**

The Council received the minutes of the Highways Committee meeting held on 3<sup>rd</sup> August 2020. It was reported that GCC and the police were working on a GDPR issue with using ANPR cameras. £7,000.00 had been put in the Parish Council's budget for this financial year and £3,000.00 had been awarded through County Cllr. P. Hodgkinson's fund which covered the cost for another ANPR camera for the village. GCC were in the process of providing a firm quote to cover additional hours for a CEO to cover the whole of the village once the new TRO's were in place. It was agreed that a figure of up to £11,000.00 was to be put into next year's budget to cover this cost. A request had been put forward for a sign to go up on the Fosseyway by the Lansdowne junction stating, 'No Right Turn and Continue to traffic lights for Access into Bourton'.

**20/101: Youth & Wellbeing Committee**

The Council received and approved the minutes of the Youth & Wellbeing Committee meeting held on 19<sup>th</sup> August 2020. Cllr. Davis reported that she had been successful in obtaining grant funding of £7,500.00 for Thriving Communities. The funds would be used to support communication between parents and children, communications skills and learning and how to get your point across in a most effective way. The Council agreed for the Clerk to obtain a draft safe guarding policy which was to be modified to suit the Parish Council's requirements. A grant application had been sent off to the Police Crime Commissioner for £3,000.00 to assist in youth provision in the village. A presentation was being arranged for three youth service providers to provide information on youth service provision to Bourton Parish Council, Moreton Town Council, Stow Town Council and Blockley Parish Council. Cllr. L. Hicks indicated that the plan was to get the Youth Club up and running by the middle to the end of October 2020. A request had been received for a graffiti wall at The Naught recreation ground. Gloucestershire had been successful in obtaining grant funding for a Youth Hub. A Zoom meeting had been arranged for the following week where Cllr. A. Davis and Cllr. L. Hicks would attend as Bourton-on-the-Water would become part of their pilot scheme.

**20/102: Other Meetings Outside of Parish Council:** Cllr. Davis had nothing to report as there had been no meetings during August.

**20/103: Village Green Bookings – None to report.**

**20/104: Finance**

- (a) The Council received and approved the schedule of payments up to 2<sup>nd</sup> September 2020 at £49,871.75. Cllr. Hadley proposed approval of the payments and Cllr. Sumner seconded the proposal. A unanimous vote was taken of all in favour of the proposal.
- (b) The Council authorised the cheques and BACS payments.
- (c) The Council noted the bank reconciliation to 1<sup>st</sup> August 2020 and the summary report.
- (d) Cllr. L. Hicks reported that she had undertaken the internal checks on the last quarter of the Parish Council accounts up to 31/3/2020. There had been a couple of items raised but have now been established.
- (e) Cllr. S. Coventry reported that she had undertaken the internal checks on the first quarter of the Parish Council accounts up to 30/6/2020. The Council agreed that Cllr. S. Coventry would undertake the next quarterly checks.



**20/105: Grant Applications** – The Parish Council awarded grants for 2020/21 as listed below: -

<u>Applicant for Small Grants</u>	<u>Grant Awarded</u>
2 <sup>nd</sup> Bourton-on-the-Water Brownies	£ 200.00
Bourton Rovers Football Club	£1,000.00 Restrict payment until receipt of an invoice
Bourton Panto Group	£1,000.00
Bourton Primary Academy Gardening Club	£ 125.00
Happy at Heart CIC	Hold this over until applicant had addressed Council
North Cotswolds Rotary	£ 250.00
1 <sup>st</sup> Bourton-on-the-Water Rainbows	£ 200.00
<u>Applicant for Large Grants (over £1,000.00)</u>	<u>Grant Awarded</u>
Headspace	£2,000.00
The Cotswold School	Hold this over until applicant had addressed Council

**20/106: Correspondence**GCC Highways

GCC were undertaking footway works in Station Road as from 1/9/2020 for 2 weeks.

CDC Street Name Plate's

All requests to replace existing street name plates that had been damaged or had become faded and non-legible would now be replaced with signs that carry the Cotswold District's Crest and the street name.

Director Public Health, GCC

The Director of Public Health for Gloucestershire had been leading the County's response to Covid-19 and was aware that residents were concerned about the number of visitors and the risk of Covid-19 transmission. She was aware that CDC had worked with BPC and the Police to prepare for the bank holiday weekend and asked if there was anything else that could be done in the longer term. Sarah Scott, Director of Public Health and her team would be happy to discuss this matter further with BPC.

The Parish Councillors agreed that a Zoom meeting was to be arranged with Sarah Scott.

Pre-application consultation – installation of telecommunications equipment at BT pole at Melville

As part of enhancing mobile network coverage in rural areas by utilising existing telegraph poles there was a specific requirement for an installation on the existing telegraph pole on the grass verge in Melville. The proposal involved the installation of one tri-sector antenna located within a shroud which would be mounted on top of the existing pole, and the installation of a new equipment cabinet located at ground level.

The Parish Councillors agreed to discuss this further at the Highways meeting arranged for 7/9/2020.

Freedom of Information Request

A freedom of information request had been received from Cllr. B. Sumner regarding the Code of Conduct complaints submitted to CDC by Cllr. Hadley and a resident of the village and had requested under the Freedom of Information Act, a hard copy and electronic copies of all correspondence held in the office in relation to both of the complaints.

Registered Charity Tic+

A registered Charity Tic+ who provide counselling support and care of young people and families free of charge have enquired in hiring the Salmonsbury room for counselling sessions but had asked for a discount from £9.00 per hour to £5.00 per hour.

The Parish Council had discussed this item under item 20/098 GMCC and the outcome was that the Parish Council would not offer a discount on the booking.

**20/107: Next Meeting**

The next meeting of Bourton-on the-Water Parish Council would be held on Wednesday 7<sup>th</sup> October 2020 at 7.00pm via Zoom.

**20/108: Any Other Business**

Cllr. B. Sumner requested an answer from Cllr. B. Hadley to his request raised under Correspondence and asked for this matter to be minuted. Cllr. B. Hadley responded that he was following guidance from the Monitoring Officer at CDC and would respond once he had received further guidance.

The members of the public raised the following: - Piers Millett congratulated Andy Roberts in becoming a Parish Councillor. Two other matters raised were traffic related problems in the village and the survey undertaken for the proposed pedestrianized scheme in the village.

The meeting closed at 8.57 pm.

CHAIRMAN'S SIGNATURE.....

DATE: .....

07.10.2020.