

Bourton-on-the-Water Parish Council
Minutes of the Highways Committee Meeting
held at 6.30pm on Monday 20th November 2023
in The Salmonsbury Room, The George Moore Community Centre

Those Present: Cllrs L Wilkins (Chairman), A Davis, A Roberts, M Samuel S Tapper, M Macklin and B Wragge.

In Attendance: Vanessa Oliveri, Committee Clerk

Members of Public: None present.

1. **Apologies for absence:** None as all committee members were present.

2. **Declarations of Interest:** None.

3. **Minutes of the Highways Committee held on 26th October 2023**

Cllr M Samuel proposed to approve the minutes of the Highways Committee meeting held on 26th October 2023. Cllr A Roberts seconded the proposal and a unanimous vote of all in favour was taken of approving the minutes of 26th October 2023.

4. **Opportunity for members of the public to speak:** None present.

5. **Matters Arising:**

- a) Closure of coach park: The committee noted that CDC had held a meeting with GCC to discuss the issue with the closure of the coach park in the village. Cllr Wilkins agreed to obtain the minutes of the meeting held. The committee discussed various possibilities and discussed the pros and cons of each possibility. The committee unanimously agreed that a meeting was to be arranged before the next BPC meeting, for the Highways committee members to meet either face to face or a Teams meeting to be held with Dan Tiffney, GCC and County Cllr P Hodgkinson. This was to go through a project for coaches to be directed down Lansdowne and up Moore Road. Parking would possibly need to be removed from outside Glebe House and then find somewhere for a coach park. The committee were aware that TRO's would be required and PSV restriction notices would need to be changed. The committee agreed that this would need to be an agenda item for the December Parish Council meeting.
- b) Traffic cones: Cllr Roberts reported that he hadn't had any luck in requesting 12 traffic cones from GCC. The committee unanimously agreed for a proposal to be added to the December Parish Council agenda to purchase 12 traffic cones. Cllr Roberts agreed to obtain a price prior to the BPC meeting.
- c) Parking Enforcement Hours: The committee noted that GCC had been contacted regarding the parking enforcement hours and terms of contract.
- d) Dog Fouling Stickers: The Committee Clerk had contacted CDC to supply some dog fouling stickers.

- e) Vehicle parking on grass verge to the right of the Rissington Road arch (Bromford land) – The committee noted that the committee clerk had reported this to Bromford Housing. Cllr Roberts had found out that the piece of land concerned was, 'no man's land'. The committee clerk was to report to the police that the vehicle concerned was being driven across a footpath (highways) to park on this piece of land which was an offence.
- 6. **Police:** There was no police report for the meeting.
- 7. **The current Highways Cost Centre Summary Report and Earmarked Reserves Report (Papers 1 a & b).** The committee noted the Highways Cost Centre Summary Report and Earmarked Reserves Report circulated prior to the meeting.
- 8. **Traffic & Highways:**
 - a. To receive an update on the management and delivery of the Strategic Plan – The committee agreed to not discuss the Strategic Plan at this point until after a meeting with Dan Tiffney, GCC and County Cllr P Hodgkinson.
 - b. Delivery of new VAS equipment: An update was awaited from GCC of the delivery of VAS.
 - c. Inoperative VAS on Rissington Road: The repairs of the ANPR camera at Rissington Road including replacement comms box was due to be completed this week. Cllr Roberts to liaise with the company on the progress.
 - d. Installation of dropped kerbs: Cllr A Roberts reported that he had chased Dan Tiffney on the installation of dropped kerbs but hadn't received a response to date.
- 9. **Footpaths:**
 - a. Periwinkle Bank (Paper 2): The committee approved the updated quote from Cotswold Surfacing for surfacing, to include edging at Periwinkle Bank at a cost of £10,560.00 plus VAT. To be funded by the Tourist Levy. The committee to confirm when the work was to commence.
 - b. Cllr Davis updated the committee on grant funding and advised that there would be alternative funding available in the future for the resurfacing of Manor Field and she would keep the committee updated on this.
- 10. **Hedges:** Cllr Roberts reported two locations of hedges requiring cutting back, one at the bottom of Piece Hedge allotments and the other one being at Stanway Green. Both hedges were included in the grass cutting contract, Cllr Roberts agreed to raise this with the contractors.
- 11. **To note arrangements for payment of Tourist Levy.** - This was being recorded project by project and would be included as an agenda item at the December Parish Council meeting. The committee asked for any on-going items to be recorded in the ear marked reserves.

12. Accessibility Audit - Funding Application for Inclusion Gloucestershire – This item had been discussed under item 9. b.

13. Pumps & Generators (Paper 3): The committee noted a paper dated March 2022 from Carter Pumps to service emergency equipment and the committee had agreed 15/3/21 to test every two years and service after every usage. The committee agreed to obtain another quote and if it comes in under £550.00 to put the proposal to the next BPC meeting.

14. Correspondence:

- a. Email re bins on fire - The committee noted the email received regarding the bins being set on fire and agreed to look at another location for the bin behind The Larches to be moved and would consult with CDC on this. Cllr Roberts agreed to look at this and report back to the next Highways committee meeting.
- b. Additional lighting in Rissington Road request from resident. The committee reviewed the response received from GCC Highways on the request for additional lighting in Rissington Road, which had stated that the lighting design was to British Standards and was evenly spaced to light the Highways in that area. The committee agreed to investigate the provision of a solar light for the position pointed out and agreed full Council to approve that the funds come from the Tourist Levy.

15. Items to note:

- a. The committee noted the letter received from a resident requesting a crossing in Station Road in the vicinity of Willoughby Place. The committee clerk was to write back to the resident stating that due to the proximity of the junctions in that area it wasn't feasible for a crossing.
- b. Cllr Wilkins reported that GCC had launched a new way to communicate. Each County Cllr would have £30,000.00 of funding for their area, and this was to be applied for in the normal way. GCC had announced that they would continue to supply the road salt, cut grass as per their contract and road surfacing. Anything else would need to be on a 50/50 basis. Cllr Wilkins agreed to circulate the information to committee members.

Date of Next Meeting: 6.30pm on Monday 15th January 2024 in the Salmonsbury Room.

Signed Date: Monday 15th January 2024