

# 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 7pm on Monday 16<sup>th</sup> May 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

9th May 2022

## AGENDA

- 1) To elect a committee Chairman.
- 2) To elect a committee Vice Chairman.
- 3) Apologies for absence: To receive.
- 4) Declarations of Interest: To note.
- 5) To receive and approve the draft minutes of the meeting held on 13<sup>th</sup> April 2022.
- 6) Matters Arising:
  - a) Replacement of signposts around the Village Green.
  - b) Installation and watering of hanging baskets.
  - c) Watering and maintenance of planters in village centre.
  - d) Benches on Rissington Road.
  - e) Use of contractors.
- 7) Churchyard & Cemeteries:
  - a) Cemetery Shed: To review specification of metal shed recently purchased for Youth Club and agree on suitable specification for order (Paper 1)
  - b) Removal of Len Hill Memorial: To consider quotes (Papers 2a & 2b) and agree actions. Consider options for additional funding required.
  - c) Grass cutting at St Lawrence Churchyard:
    - i) To consider a total cost of £1,945 + VAT for Bibury Landscapes to undertake the seasonal cutting, or £1,200 if PCC volunteer assistance is available. Balance of costs in excess of budget to be taken from Contingency. As deferred from full Council.
    - ii) To consider request from the PCC to pay the budgeted amount for mowing at the start of the financial year or in monthly payments.
  - d) Graffiti at the Lych Gate (Paper 3): To consider photos of damage and remedial work and further quote from Ryan Parkinson to include use of DOFF machine and generator at £275.
  - e) Bench at Cemetery entrance: Cllr Roberts to make recommendation for suitable site for relocation.
  - f) Memorial bench price increase (Paper 4): To review paper from the Assistant Clerk and agree actions.
  - g) Burial Fees: To review 2021 scale of charges and discuss whether a review of charges is needed (Paper 5)
  - h) Comparison of burial plots vs ashes (data requested by the committee for review) (Paper 6)
  - i) Proposed new burial ground: To consider methods of public consultation prior to progressing the project.

- 8) Allotments
  - a) Springvale Allotments clearance: To review quote from Bibury Landscapes at a total cost of £6,464 + VAT (Paper 7)
  - b) Springvale Allotments rent: Update from CDC on invoicing for annual rent.
  - c) To arrange for annual allotment inspections to be completed.
- 9) Village Green
  - a) Christmas display: To discuss plan to identify suitable contractor(s) for installation of tree.
  - b) Hanging baskets: To discuss purchase of equipment to aid watering.
- 10) Tree Survey (Paper 8)
  - a) To review 2022 survey and accompanying documents
  - b) To note that the Clerk has instructed urgent action on items T111 and T212 as per the survey, under delegated authority.
  - c) To review quote(s) for all work required within 3 months, if available.
- 11) To discuss advertising for a regular maintenance/handyman contractor. As deferred from full Council.
- 12) Dog Fouling: To identify ways of tackling issues within the village.
- 13) Correspondence:
  - a) Request to adopt a zero waste ambition (Paper 9).
  - b) Email from resident on state of the verges along the River Windrush (Paper 10).
  - c) Letter thanking the committee for Springvale tree clearance (Paper 11).
  - d) Email on decorations on graves in the cemetery (Paper 12a). Refer to reference paper 12b items j-l.
- 14) Any Other Business (items to note only)
- 15) Date of Next Meeting – 7.00pm on Wednesday 15<sup>th</sup> June 2022 in the Windrush Room.
- 16) **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 item is confidential as it relates to a tenancy. As such, the press and public are excluded from this part of the meeting.**
- 17) Plot 88 Piece Hedge.