

Bourton-on-the-Water Parish Council

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To all members of the Council

You are hereby summoned to attend a meeting of the Parish Council to be held at **7.00pm on Tuesday 2nd August 2022 in the Windrush Room** at The George Moore Community Centre for the purpose of transacting the following business.

Papers for the meeting can be viewed in Dropbox – please click the link [Papers](#)

Sharon Henley

Mrs Sharon Henley
Clerk to the Council

27th July 2022

AGENDA

Public Session: The Police, County and Ward District Councillors will be invited to report on matters affecting the Parish. A 10-minute period will then be set aside for the public to raise questions for Council's subsequent consideration.

22/102 Apologies for Absence: To receive and approve.

22/103 Declarations of interest in items on the agenda

22/104 Approval of Minutes of the Parish Council meeting on 6th July 2022.

22/105 Matters arising: Consider matters arising for items not already on the agenda.

22/106 Clerk's Report: To receive update.

22/107 Planning Committee: To note the draft minutes of the Planning Committee on 13th and 27th July.

22/108 Village Environment Committee:

1. To note the draft minutes of the meeting held on 13th July.
2. Environmental Action Working Group:
 - a. To agree on councillor representation on the group.
 - b. To agree Terms of Reference at first meeting.

22/109 Highways Committee:

1. To note the minutes of the meeting held on 11th July.
2. Update on GCC Highways Local Fund.

22/110 Youth & Well-being Committee: To note the draft minutes of the meeting on 11th July.

22/111 GMCC Committee:

1. To note draft minutes of the meeting on 21st July.
2. Lightning Conductor: To approve remedial work by PTSG at £1,846.80 + VAT (Paper 1a) to be funded by GMCC earmarked reserves.
3. Legionella Risk Assessment: To approve a quote by Primary Water Solutions at £420 + VAT (Paper 1b) to be funded by GMCC earmarked reserves.
4. To consider recommendation by the committee to schedule meetings every two months rather than once a quarter. To agree new dates if approved. Suggest 6pm on Thursday 22nd September.

22/112 Village Green Bookings To consider a request from Bourton Rovers Football Club to hold their annual match in the river on Monday 29th August from 11.30am to 12pm.

22/113 Finance & General Purposes Committee:

1. To note the draft minutes of the meeting on 21st July.
2. To elect a committee chairman.
3. To elect a committee vice chairman.
4. To agree an Extraordinary F&GP meeting to discuss investments at 6pm on Wednesday 10th August.
5. Extraordinary Council Meeting to discuss Budgets 2023-24 to be held on Monday 26th September at 6pm.

22/114 Council updated policies: To review the following draft documents:

1. Absence Management Policy (Paper 2a)
2. Disciplinary Policy (Paper 2b)
3. Grievance Procedure (Paper 2c)
4. Grants Policy (Paper 2d)

5. Smoking & Vaping Policy (Paper 2e)
6. Health & Safety Policy (Paper 2f)
7. Standing Orders (Paper 2g) Amendment to item 8 on Voting for Appointments as per GAPTC advice
8. Co-Option Policy (Paper 2h)

22/115 Finance:

1. Consider and approve the schedule of payments up to 2nd August 2022 (Paper 3a).
2. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
3. Note the bank reconciliation dated 31st July (Paper 3b), the Summary Report (Paper 3c), Financial Forecast to 3rd August (Paper 3d) and Reserves Report (Paper 3e).

22/116 Bi-election or co-option of new councillor: Update on method of recruitment of new councillor and timescales.

22/117 Reinstatement Cost Assessment for the Community Centre: To review quotes for report for insurance purposes (Papers 4a & b)

22/117 SLCC Midlands Training Seminar on Wed 21st Sept: To consider funding the Clerk's attendance at £85.00 + VAT (Agenda – Paper 5).

22/118 Clerk's Delegated Authority: To review current arrangements as approved at the July meeting and agree any amendments as required.

22/119 Reports from representatives on Outside Bodies: Receive reports, for information only.

22/120 Correspondence: To receive correspondence since the last meeting and agree actions.

22/121 Items to Note: To receive reports, for information only.

22/122 Annual Meeting 3rd May 2023: To reschedule to 7pm on Monday 15th May to accommodate Parish Council election requirements.

22/123 Next Meeting: 7pm on Wednesday 7th September 2022 in the Windrush Room, The George Moore Community Centre.

Public Session: A 10-minute period is set aside for the public to raise questions relating to matters on the agenda for Council's subsequent consideration.

22/124 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 commercial tenancy. As such, the press and public are excluded from this part of the meeting.

22/125 To receive an update from the Clerk on rent payments (Confidential Paper 6).