

# Bourton-on-the-Water Parish Council

Minutes of the Highways Committee Meeting held at 6pm on Wednesday 12<sup>th</sup> April 2023 in  
The Salmonsbury Room, The George Moore Community Centre

**Those Present:** Cllr A Roberts (Chairman), Cllrs A Davis, M Macklin, L Wilkins and B Wragge. Cllr L Hicks attended as non-committee member in a non-voting capacity.

**In attendance:** Julie Catlow, Committee Clerk and County Cllr Paul Hodgkinson.

**Members of Public:** 3 members of the public attended.

1. **Apologies for absence:** Cllr B Hadley.
2. **Declarations of Interest:** There were none.
3. **Approval the Minutes of the Highways Committee held on Monday 20<sup>th</sup> February 2023:** APPROVED.
4. **Opportunity for members of the public to speak:** The members of public attending the meeting shared their concern that there is a perception amongst residents that the Parish Council and CDC focus on the visitors to the village rather than the residents. Assurance was given that this is not the case. The residents expressed concern regarding the impact as a result of the volume of traffic in the centre of the village, in particular on Station Road and Lansdowne. They felt a lack of presence of Traffic Wardens, Cllr Roberts confirmed that funding has been made available to increase the number of CEO patrol hours during the summer. It was felt that more signage was required to direct visitors to car parks with vacant spaces and to discourage visitors driving into the village if there is no parking available. Visitor parking on residential streets and on double yellow lines continues to be a regular occurrence. Cllr Roberts advised the residents that details of how to report parking issues would be included in the published minutes (Item 9a). Two residents left the meeting at 18.21 hours.
5. **Matters Arising:**
  - (a) Community Speedwatch Safety Fund application for Vehicle Activated Sign. Cllr Roberts updated the Committee advising that the VAS unit will be delivered on 13<sup>th</sup> April although the GCC Legal team were still processing the required documentation.
  - (b) Repainting of road markings in Coop car park and signage outside the Coop garage. Cllr Davis advised the Committee that she continues to work alongside the Manager of the Coop to ensure this is resolved. The issue of coaches obstructing the entrance to the Coop garage has been escalated to Coop Board level.
  - (c) Repainting of lines on footpath from the tennis courts to Rye Close. Cllr Wragge updated the Committee that this has not been actioned but is in hand.
  - (d) Resident complaint regarding parking outside Barton Cottage on Lansdowne. The Committee Clerk confirmed that she has written to the owner of Barton Cottage detailing resident concerns regarding parking of guests to the front of the property and requesting that the owner advises guests staying at Barton Cottage of the concerns and asks that they do not obstruct the pavement for the safety of all residents and visitors. Cllr Roberts confirmed that he has highlighted this to the Civil Enforcement Officers.
  - (e) Public Path Diversion Order - Update regarding decision by GCC under Highways Act 1980 – Section 119. The Committee Clerk confirmed that no further communication regarding this has been received from GCC and it was agreed that this item be deferred until there are any updates to report.
  - (f) Parking issues raised by Rye Close residents. As a result of the Rissington Road Car Park closure, residents had reported a significant increase in the number of vehicles parking in Rye Close, many of whom are parking on double yellow lines. The Assistant Clerk contacted GCC Senior Parking Officer and the CEOs/Parking Wardens have been instructed to patrol this area on a more frequent basis and check illegal parking.
  - (g) Inoperative VAS on Rissington Road. Cllr Roberts has reported this to the GCC Deputy Area Highways Manager and is awaiting a response.
  - (h) Transfer of sums to an earmarked reserve. To note the transfer of £4,808 from the speed reduction budget, £510 from footpaths budget and £1,000 allocated for a solar powered streetlight were approved by the Parish Council on 1<sup>st</sup> March 2023.

## 6. Police:

- a) To note: Cotswolds District Speed Enforcement Report 2022. Cllr Roberts confirmed that police have been working with the local Speedwatch team and action has been taken if drivers are found to be exceeding the speed limit.
- b) To note: Speed checks by the police were conducted during the last week of February on Rissington Road and that several drivers were pulled over. Cllr Davis reported that the Driver and Vehicle Standards Agency (DVSA) were present in Bourton Vale Car Park on 11<sup>th</sup> April.

## 7. Footpaths:

- a) Entrance to Melville Play Area. Cllrs Roberts and Hicks met with the Cotswold Wardens on 6<sup>th</sup> April to discuss the entrance from Station Road to the Melville Play Area, which is now very muddy and slippery. In the meantime, a small gully has been dug from the area to the ditch alongside to help with drainage. Whilst the Youth & Wellbeing Committee are considering a long-term solution, it was agreed that in the short-term the addition of wood bark will absorb most of the moisture and should last up to six months (any leftover bark to be used in the gateway to the swings). Travis Perkins have kindly agreed to supply and deliver a one-ton bag free of charge and once approved by the Youth & Wellbeing Committee on 17<sup>th</sup> April, Cotswold Wardens will be instructed to carry out the works. No further action is required by the Highways Committee.
- b) Damage to green on Victoria Street. A Resident of Victoria Street reported to Cllr Wareing that during the afternoon of 30<sup>th</sup> March contractors dug up part of the green on Victoria Street to the front of Broadlands House, apparently trying to locate blockages to a fibre Broadband cable. The contractor advised the resident that they are likely to return to excavate the tarmac pavement. Cllr Roberts also noted that cars parked to the front of the Old Aquarium have driven over the green to access the frontage of the property and in doing so have damaged the grass. Cllr Roberts suggested to the driver that they should reverse up the drive to avoid further damage to the grass. It was agreed that the Committee Clerk should contact GCC regarding the works to ascertain what permission was granted and write to the owner of the Old Aquarium requesting that they refrain from driving over and damaging grass on the green which is owned by the Parish Council.

## 8. Traffic & Highways:

- a) Cllr Roberts summarised details and actions from the meeting held on 31<sup>st</sup> March with the GCC Deputy Area Highways Manager which was attended by Cllrs Roberts, Wilkins, Davis, Macklin and Hicks. Standing Orders were suspended, County Cllr Paul Hodgkinson confirmed that he meets with the GCC Deputy Area Highways Manager every two months and encouraged the Parish Council to plan their 3-monthly meetings ahead to ensure availability and continuity. He advised that GCC Highways stated that the recent bad weather has prevented works being carried out. A meeting is scheduled on Wednesday 26<sup>th</sup> April at 6pm to discuss the possibility of forming a Working Group to manage delivery of the Strategic Plan. County Cllr Hodgkinson to provide any information in preparation for meeting. Consideration will be given to the engagement of and funding for an independent Planning Consultant.
- b) To note: CDC Car Park Maintenance logging and recording system launched on 1<sup>st</sup> March. In summary, the purpose of the process is to log all reports of CDC car park maintenance issues in one place. Examples of these are broken signage, lighting failures, machine faults, overgrown bushes etc.
- c) To note: Parliamentary Advisory Council for Transport Safety (PACTS) "What kills most on the roads" report, December 2020.
- d) Proposal to buy 100 no. 30mph and 100 no. 20mph Wheelie Bin speed stickers from the Speed Reduction budget to replace depleted stock at a cost of £190. The expenditure was APPROVED, and it was agreed that availability of the road safety stickers be communicated to residents via Bourton Browser, the Parish Council website and on social media.
- e) Parking of coaches on Station Road. Cllr Davis reported her findings re coaches parking whilst waiting for guests, it was felt this was to avoid parking charges and/or less spaces available in Bourton Vale Car Park. Coaches are parking in the entrance of The Cotswold School and Leisure Centre blocking access to both. This will be highlighted to the parking team who will be asked to patrol Moore Road and Station Road more frequently, identifying those parking illegally and causing obstruction. Steve

Cotton to be asked to speak to drivers as part of his patrol. Cllr Davis confirmed that she has reported the issue of coach parking in the village to the Police and Crime Commissioner and has asked how the anticipated increase in the volume of complaints will be managed.

#### 9. Correspondence:

- (a) Email from resident regarding parking in Springfield. A complaint has been received from a resident regarding non-resident parking in Springfield. The Clerk has responded in the interim advising that The Parking Scout website is contributing to these problems. It was suggested to the resident that if a driveway is being blocked that they should ring the police on 101, or email [101@gloucestershire.police.uk](mailto:101@gloucestershire.police.uk) and for other concerns about parking and patrolling that they should email [parking@gloucestershire.gov.uk](mailto:parking@gloucestershire.gov.uk). It was communicated to the resident that the Parish Council are considering restricting access to estate roads for residents only and improving yellow lining as part of the overall traffic strategy.
- (b) Email from resident regarding the signage for Rissington Road and Bourton Vale car parks. A resident suggested upgrading the signage to Rissington Road Car Park as the current sign is difficult to view from Rissington Road, in particular for those driving from the centre of the village. The comments had been forwarded by the Clerk to the Parking and Facilities Manager at CDC, but she has not yet received a response regarding this matter. Additionally, the resident praised the 8-coach parking arrangement at Bourton Vale Car Park.
- (c) Email from resident regarding parking in Marshmouth Lane. A resident contacted Cllr Davis complaining that cars parked at the junction of Marshmouth Lane and Rissington Road were restricting visibility for drivers exiting Marshmouth Lane to join Rissington Road. The resident suggested placing cones at the junction as had been done previously and this has been actioned.
- (d) Emails from 2 residents re proposed Traffic Regulation Order restricting access to Lansdowne. The residents raised concerns regarding the Traffic Regulation Order mentioned in April's Bourton Browser and the impact of routing vehicles via Station Road. Additionally, concerns were raised regarding the increase in the number of coaches parking on Station Road as a result of the reduction in spaces allocated to coaches at Bourton Vale Car Park. The residents have been advised that GCC have consulted with police regarding the proposed closure of Lansdowne and that the next stage would be for the Parish Council to consult with GCC in the formulation of a village-wide traffic strategy. The development of the strategy will include undertaking public consultation. An update will be communicated in the next edition of the Bourton Browser.
- (e) Email from resident regarding parking at the top of Park Farm. A resident commented that, in advance of anticipated increase in traffic during the summer, there is a potential danger to road users from vehicles parking at the entrance to Park Farm. They further suggested the introduction of more yellow lines. The comments were noted, and this will be reviewed as part of the traffic strategy.

#### 10. Items to note: To receive reports for information only.

- a) It was agreed that involving the Neighbourhood Watch team to deter visitors from parking in residential areas could be beneficial and this would again be considered as part of the traffic strategy.
- b) Concerns were expressed regarding the impact of the increasing number of coaches in locations around the village and the compounding issues expected during the summer. Cllr Macklin advised that there are ongoing discussions with The Cotswold School about parking coaches off the approach road to Bourton Leisure Centre and the Committee would be updated regarding developments in due course.
- c) Cllr Davis requested that where appropriate, it would be beneficial for Councillors to provide feedback from meetings attended outside the Council.

#### 11. Date of Next Meeting – 17<sup>th</sup> May 2023 at 6pm.

There being no further business the meeting closed at 19.31 hours.

Signed:

Dated: 24<sup>th</sup> May 2023