

**BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER
PARISH COUNCIL HELD ON WEDNESDAY 2ND NOVEMBER 2016
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

Present: Cllrs B Sumner (Acting Chair), R Hadley, P Heming, L Hicks, J Hovard, N Randall, E Rumsey, B Wragge.

Standing Orders were suspended for the Public Session

Police Report: The Police had submitted a written crime statistics report.

County Cllr Report: Cty Cllr Hodgkinson reported on high levels of complaints received from residents regarding anti-social behaviour, the availability in 2017-18 of funding for community highway works, a survey of poor Broadband speeds and the timing for the restoration of the highway surface on Station Rd.

Ward District Cllr Report: Ward Cllr Len Wilkins reported on planning officer discussion within CDC regarding the application to change the use of the existing local newsagent premises, the ongoing investigation into repairs of pay machines at Rissington Rd car park, and the recent review of Rateable Values by the Valuation Office which will result in significant increases in many local Business Rates.

Public Questions: A resident raised serious concerns regarding high levels of anti-social behaviour in the village centre in 2016 and sought Council's assistance in obtaining action to address residents' concerns. This was discussed at length and, whilst this is primarily a social issue, the Council agreed to escalate as far as possible and engage with the Police Crime Commissioner, the local police force and MP to identify what measures can be taken.

Standing Orders were resumed

16/100: Apologies for Absence:

Apologies for absence were received from Cllr Cowen and the reason will be recorded.

16/101: Members' Interests

Cllr Heming declared a sensitive interest relating to a close family member in Item 16/108 in respect of the emergency drainage works, and indicated he will not vote on that matter.

16/102: Minutes of Council Meeting held on 5th October 2016

Cllr Hadley proposed the Minutes of the Council meeting of 5th October be accepted as a true record of the meeting, seconded by Cllr Hicks. Unanimous agreement of those present in October.

16/103: Matters Arising

There were no matters arising not listed on the agenda.

16/104: Casual Vacancy – Resignation of Cllr Stocker

- Council noted no poll has been called, and noted CDC's authorisation dated 26th October for Council to fill the vacancy via co-option. Applications are currently being invited; Council agreed to meet with applicants on Monday 28th November at 5.30pm onwards.
- Council also noted the resignation dated 30th October of Cllr Faulkner, which is being advertised in the usual manner. If no poll is called Council will use the current co-option process to fill this vacancy also.

16/105: Playing Field Committee Report

The Committee's circulated proposals and financial projections for the setting up of a professionally supervised Youth Club in January 2017 were discussed. After some discussion regarding service providers, suitability of venues and other issues the following was voted on in respect of the Pilot scheme:

- Cllr Rumsey proposed Council approve the principle of the annual funding of a Youth Club, until further notice, in line with the circulated net expenditure projection of circa £5k pa, and to approve a budget of £4k for 2016-17, to include set-up costs. Seconded by Cllr Hicks. 8 votes in favour – motion carried.
- Cllr Hadley proposed Council approve a Pilot Scheme to take place in a local hall, with the Community Centre being considered as an alternative venue only if no other suitable venue can be identified, and subject to confirmation by the service provider of the suitability of the Centre as a venue for this activity. Seconded by Cllr Rumsey. 8 votes in favour – motion carried.
- The Committee was given authority to progress the project and report to Council subsequently.
- Council noted that voting is now underway at Tesco's in Stow, where the Council's scheme to install new goals at the Naight is one of 3 short-listed projects. It's hoped residents will support the project as more votes will result in a larger grant – voting closes on 13th November.

16/106: Burial & Allotment Committee Report

A report was received from Cllr Hovard and the following was discussed and agreed:

- The Committee's recommendations to increase allotments rents by £1 to £18pa were adopted unanimously in order to deliver a cost-neutral budget for 2017-18.
- The Committee's recommendations to increase Burial fees were adopted unanimously in line with the circulated schedule, in order to reduce the current maintenance subsidy for the cemeteries.
- Cllr Hovard proposed Council approve Bibury's quote to cut the Cemetery Lane allotment site boundary hedge in the sum of £120 + VAT, seconded by Cllr Sumner, 8 votes in favour – motion carried.
- Council noted the Committee's intention to obtain quotes to repair the George Moore memorial in the Cemetery and costs will be brought to Council for discussion/approval, once to hand.

16/107: Traffic & Footpath Committee Report

The following was discussed and voted on, following circulation of the minutes:

- the Committee will meet with a local resident to progress interest in reactivating the Speedwatch team.

16/108: Village Maintenance Committee Report

There was no meeting in October and the following items were discussed and voted on:

- Council noted the interim approval (8 votes in favour) of a provisional budget of £5k for emergency drainage works at the Community Centre to remedy incorrect foul water connections completed prior to the date of Council's ownership;
- The 4 quotations were discussed (schedule circulated) and it was agreed that Council would instruct the drainage and re-surfacing works separately in order to keep costs to a minimum. Cllr Sumner proposed Council now approve a reduced overall budget of £3.5k and the instruction of the drainage contractor with the lowest quotation and soonest timescale for completion. Seconded by Cllr Rumsey. 7 votes in favour, Cllr Heming did not vote. Motion carried.
- Council will obtain a quotation from the original contractor for making good the tarmac surface and instruct these works provided they are within the revised approved budget.
- Council considered resident correspondence and concerns regarding anti-social behaviour on the Green in the evenings and it was agreed that Council's benches would be removed without delay.
- Cllr Heming will temporarily join the Committee following the recent resignation of 2 members.

16/109: Planning:

Cllr Sumner gave a verbal report on matters from October's Committee meetings (minutes circulated).

- Council agreed a timescale for gathering community feedback/comment on the local retail provision – to be publicised in the parish magazines, on the Council's web-site and social media. This feedback will be used to inform Council's response to subsequent consultation on this element of the draft Local Plan.
- Cllrs Hadley and Hicks will join this Committee following the recent resignation of 2 members.

16/110: Village Green Bookings

- The request for the RBL to park 2 Jeeps on the Green on 5th November for the Poppy Appeal was approved unanimously.
- A hirer's request to increase the number of gazebos permitted on each booking of the Green to 3 was discussed. Cllr Hicks proposed Council approve the amendment of Rule 11 to allow 3 gazebos per booking, seconded by Cllr Wragge. 6 votes for, 2 votes against. Motion carried.
- Cllr Sumner proposed Council adopt the existing Rules for 2017, subject only to the approved amendment of Rule 11, seconded by Cllr Randall. 8 votes in favour – motion carried.
- Cllr Sumner's proposal for fencing to be erected around the Green to protect the grass at the late night shopping event was not supported.

16/111: Community Centre Update

- Cllr Sumner reported that the revised lease for GCC's tenancy had not yet been received, for signature.
- 2 quotes were considered from D. Humphries and P Honour for works to make good internal decoration following the installation of a new heating system and to create a new storage cupboard in the Community Centre. Cllr Sumner proposed Council approve P. Honour's quotation in the total sum of £2,095 (no VAT) on the basis of best value, seconded by Cllr Heming. 8 votes in favour – motion carried.
- Cllr Heming proposed Council approve Chosen Fire Protection's quote in the sum of £193.50 to install additional fire alarm equipment, seconded by Cllr Randall. 8 votes in favour – motion carried.
- Cllr Sumner proposed Council approve St James' Carpets quote in the sum of £5,466.80 to install new flooring in the common areas, seconded by Cllr Hovard. 8 votes in favour – motion carried.
- The Committee will be re-formed and will meet on Tuesday 8th November at 5.00pm to discuss outstanding issues.

16/112: Finance

- Cllr Sumner read out details of payments received since the Payments List was issued – the updated list was circulated to the meeting. Cllr Hicks proposed the payments itemised on the updated list in the total sum of £13,678.12 be approved and cheques signed at the meeting, seconded by Cllr Wragge. 8 votes in favour – motion carried.

- Council noted the setting up of a new DD in favour of Thames Water;
- Council noted Cllr Hadley's satisfactory check of the 2nd qtr accounts and agreed to adopt all recommendations;
- Cllr Hadley was unanimously voted as Internal Financial Controller following the resignation of Cllr Stocker.
- The disposal of documents by a professional mobile shredding service to comply with ICO requirements and Council's DP policy was approved. Costs to be reported once the exercise is underway.
- Council unanimously approved a 10 year registration with FVS of the web-site domain name in the sum of £69.90 + VAT, on the next renewal date.
- Cllr Hadley proposed Council approve a budget of £200 under Chairman's Expenses' for Volunteers and local Children's Christmas parties, seconded by Cllr Randall. 8 votes in favour – motion carried

16/113: Correspondence

The correspondence list circulated to Council was noted and various actions agreed.

16/114: AOB

Cllr Wragge reported from the latest N. Cotswold Cluster meeting, and dates were agreed for December Committee meetings.

16/115: Next Meeting

The next meeting of Council will be held on Wednesday 7th December at 7pm in the Community Centre.

Public Session:

Questions were raised as to the potential impact of extended licensing hours on current anti-social behaviour and possible alternative venues for the Youth Club.

CHAIRMAN'S SIGNATURE..... **DATE**:.....

Financial decisions:

Minute No	Item	Power	Sum (ex VAT) (PC contribution) £
16/105	Youth Club: Annual contribution	Local Govt Act 1972, s.111	5,000.00
	Budget 2016-17 (budget)	Local Govt Act 1972, s.111	4,000.00
16/106	Cemetery Lane allotments hedge trimming	Open Spaces Act 1906, s.9/10	120.00
16/108	Drainage Works – Community Centre	Local Govt Act 1972, s.133	3,500.00
	Decorating works – Community Centre	Local Govt Act 1972, s.133	2,095.00
16/111	Fire Alarm repairs	Local Govt Act 1972, s.133	193.50
	Flooring installation – Community Centre	Local Govt Act 1972, s.133	5,466.80
16/112	Document disposal – Archiving exercise	Local Govt Act 1972, s.111	Costs tbc
	Domain name registration (10 years)	Local Govt Act 1972, s.111	69.90
	Volunteer/Childrens' parties (budget)	Local Govt Act 1972, s.111	200.00