

BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER PARISH COUNCIL HELD ON WEDNESDAY 6TH
FEBRUARY 2019 AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE
WATER

Present: Cllrs R Hadley (Chair), S Coventry, J Cowen, R Daniel, L Hicks, N Randall, B Rogers, S Senior, B Sumner and B Wragge.

Standing Orders were suspended for the Public Session

Police Report: PCSO Symes attended to give a verbal report on current operations and crime statistics, which reflect national trends. The local Police team are able to access vehicle speed data generated by the newly installed ANPR equipment and this data has been acted on; the incidence of speeding vehicles has already reduced in the short time the equipment has been in place.

County Cllr Report: County Cllr Hodgkinson gave apologies.

Ward District Cllr Report: Ward Cllr Len Wilkins reported on various planning matters, Rissington Rd car park and ongoing discussions with Bourton Chase III residents relating to part of the boundary fencing on that development.

Public Questions: A resident raised a query relating to recent pedlar activity in the village and a response was provided by PCSO Symes.

18/157: Apologies for absence:

Apologies were received and accepted from Cllr J Jowitt.

18/158: Members' Interests

Cllr Sumner declared a new interest as set out in Appendix B of the Code of Conduct in respect of item 18/166. Cllrs Hadley and Randall declared previously registered interests as set out in Appendix B in respect of item 18/166, as they wished to speak on the matter. There were no additional interests not currently declared on Councillors' Registers.

18/159 Minutes of the Meeting held on 9th January 2019

Cllr Hicks proposed that the minutes of the meeting held on 9th January 2019 be signed as a true record of the meeting, seconded by Cllr Daniel. APPROVED unanimously.

18/160: Matters Arising from Minutes of the Meeting held on 9th January 2019

- Council noted a discount of £75.00 has been granted by Cadeby in respect of the sub-standard Christmas Tree;
- Council noted further information relating to local elections in May, and attendance at subsequent training courses, if required for councillors/Chairman, will be agreed at the May meeting;

18/161: Burial & Allotments Committee Report

Cllr Daniel reported from the January committee meeting – there were no matters requiring further discussion.

18/162: Playing Fields Committee Report

Cllr Hicks reported from the January meeting and the following was discussed further:

- Council noted the Winter Outreach session invoice is being held pending further discussions with CMAS and agreement in respect of monies owed.
- It was agreed that the Committee will establish a structured schedule and timetable for discussions relating to the new youth provision as a matter of urgency, to include reports on the various elements being progressed; actions will be taken forward by the new Community Services Committee to enable grant monitoring reports to be completed within required timescales.

18/163: Village Maintenance & Highways Committee Report

Cllr Hicks reported from the January meeting and the following was discussed further:

- Cllr Daniel proposed Council accept Treotech's recommendation relating to works to be completed within 6 months to be funded from the 2019-20 tree works budget, seconded by Cllr Cowen. APPROVED unanimously.
- Cllr Hadley proposed Council accept J Whittaker's estimated proposal in the sum of £1,050 (exact costs tbc) to provide and maintain a Summer hanging basket display, seconded by Cllr Sumner. APPROVED unanimously. Costs will be shared between the Council and some local businesses which have committed contributions.

18/164: Traffic & Footpaths Committee

Cllr Randall gave a verbal report and the following was discussed further:

- The Committee was granted delegated powers to review and adopt further amendments to the Winter Weather policy and report on amendments to the next Council meeting. Council noted the need to abide by all current policy document guidelines when clearing snow/ice in order to ensure insurance cover remains valid.
- Council noted that ANPR equipment is installed and operational, and data is now being acted on. Additional signage will be displayed shortly to advise drivers of camera locations. Cllr Randall was delegated to draft an article for publicising information on the operational equipment to the community.
- It was agreed that Cllr Rogers will draft an article for the Browser to publicise public drop-in sessions as part of the informal consultation on the new Traffic Regulation Order process.

18/165: Planning

Cllr Sumner reported on minutes from the January Planning Committee Meetings.

18/166: Village Green Bookings

A schedule of applications had been circulated. Cllr Hicks proposed Council approve all applications on the schedule, as circulated, seconded by Cllr Wragge. APPROVED unanimously.

The new applications from EKEN Morris Dancers and Wind of Change band were also discussed and approved.

18/167: Community Centre

Cllr Sumner reported from the January meeting and the following was discussed further:

- Council received an update relating to roof works completed to date and these works were signed off following an inspection – the invoice was authorised for payment, subject to a small retention to offset minor damage costs;
- it was agreed that the commercial business tenants would be granted a 30% reduction in the next rental payments as compensation for loss of business as a result of disruption during the recent roof works;
- Cllr Cowen was delegated to inspect the IT Hub in The Cottage and make recommendations to Council relating to its possible removal/replacement;

18/168: Finance:

- Cllr Sumner proposed Council approve the schedule of payments in the sum of £60,533.81 in accordance with the revised circulated schedule, seconded by Cllr Hicks. APPROVED unanimously.
- Council noted satisfactory completion of the Independent Internal Audit, and responsibility for follow-up actions and sign off of the report was delegated to the Finance & General Purposes Committee;
- Council noted satisfactory completion of the 3rd quarter check of Council finances by Cllr Rogers;
- Council noted approved Committee expenditure budgets for 2019-20 and a total Council expenditure of £268,142
- Council noted submission of the 3rd quarter VAT Return to HMRC – a refund of £2,545.35 is now due;

18/169: Bye-Laws

- Council noted HCLG has granted leave for the Council to make the proposed new bye-laws, and confirmed that Council may proceed to Step 4 of the approval process;
- In accordance with the requirements of Step 4 the Council must now consult with the public in respect of the bye-laws and it was agreed that a notice will be placed in the Glos. Echo and Browser (costs agreed in January); the period for public consultation will run for 28 days from the day of latest publication of the adverts.

18/170: Committee Re-Structuring

Standing Orders were suspended

- Co-opted resident E Rumsey confirmed he wished to continue to stand on the newly formed Community Services Committee.

Standing Orders were reinstated

- Cllr Hadley proposed Council agree the Workshop Meeting proposal for committee re-structuring, composition and schedule of meetings, seconded by Cllr Rogers. APPROVED unanimously;
- Cllr Hadley proposed Council approve the new Scheme of Delegation policy which reflects the new committee structure and amalgamates former Committee Terms of Reference into the new policy document, seconded by Cllr Cowen. APPROVED unanimously. Council were reminded of the need to issue minutes promptly and in time for these to be circulated with meeting notification papers.

18/171: Tourism/Environment

Standing Orders were suspended

Cllr L Wilkins reported that the Council's request to distribute the Resident Survey at the local Polling Station had been declined due to the period of election purdah.

Standing Orders were reinstated

A report was given from the recent Workshop meeting and it was agreed that further discussion was necessary to clarify the objectives, end-use and composition of the survey text, prior to publication. Cllr Hadley will arrange a further meeting.

18/172: Correspondence

The correspondence list circulated to Council was noted and various actions agreed – these actions will be detailed on the annotated list to be displayed on the web-site.

18/173: Any Other Business and Reports from representatives on Outside Bodies: Receive reports, for information only.

- Council agreed the HealthConnect survey questionnaire response facility will be provided at the Council office only until the end of February;
- Sincere thanks were given to Sue Roberts for the new Heritage Cabinet display at the Community Centre;

18/174: The next meeting

It was confirmed that the next Meeting of Bourton on the Water Parish Council will be held on Wednesday 6th March 2019 at 7.00pm at the George Moore Community Centre

Public Questions: Resident queries/comments relating to the proposed re-location of the 20mph sign on The Steeps, the use of Survey Monkey to gather responses to the Tourism/Environment survey, proliferation of mini-buses in the village centre, grit and dog litter bin facilities at B. Chase and the potential use of hybrid grass surfaces on the Village Green were discussed and responses given or delegated to committees for further consideration.

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

Minute	Item	Power	Sum (ex VAT)£
18/163	Tree works as recommended by Treotech for 2019-20	Open Spaces Act 1906, s.9 & 10	tbc
	Hanging basket display	Local Govt Act 1972, s.144	1,050.00
18/168	Council expenditure budget for 2019-20	Accounts & Audit (England) Regulations 2011	268,142