

# **Bourton-on-the-Water Parish Council**

## **Minutes of a Meeting of the Village Environment Committee held at 7pm on Wednesday 9<sup>th</sup> February 2022 in the Salmonsbury Room, The George Moore Community Centre**

**Those Present:** Cllr P Millett (Chairman), Cllrs S Coventry, B Hadley (minute-taker) L Hicks, A Roberts, B Wragge

**Members of Public:** None

- 1) Apologies for absence: None
- 2) Declarations of Interest:
- 3) To receive and approve the draft minutes of the Village & Environment Committee Meeting held on 12<sup>th</sup> January 2022. Proposed by Cllr. Millett, seconded by Cllr. Wragge, all in favour.
- 4) Matters Arising:
  - a) Removal of Len Hill Memorial.  
Hickman Bros Landscapes have been instructed. Awaiting confirmation of date once programmed into schedule.
  - b) Work at Jubilee Orchard.  
Scheduled to take place today. Removal of the Sorbus T54 from the Baptist Cemetery is scheduled for Monday 7<sup>th</sup> March.
  - c) Submission of Grant application to Build Back Better - to note the grant application was unsuccessful. Proposed by Cllr. Hadley, seconded by Cllr. Millett, Clerk to add to list for possible funding from Car Park Tax.
  - d) Grave levelling work by Pete Scarrott.  
Instructed and will be completed as soon as turf is available. No skip will be required as excess spoil will be minimal and some will be used to fill sunken grave.
  - e) Progress with actions from Cemetery and Churchyard risk assessments.  
Replacement bin store sign ordered from Wright Signs. Awaiting delivery.
  - f) Christmas Tree.  
Paxweld quote to supply a 10" by 24" collar for the Christmas tree is £284 + VAT. Clerk to ask Paxweld to check the 10" width measurement of the base stored at Hackling's.
  - g) Village Risk Assessment –  
Pete Scarrott has repaired damage to riverbank wall caused by tractor when removing the tree. Cllr Roberts retrieved the stone from the river and Pete repointed to complete the repair. Awaiting quote for bonded surface repairs as a supplier of small quantities of resin bonding is being sought.
- 5) Village Maintenance
  - a) Tree Survey
    - i) To note progress following quote approved at the January VEC meeting.  
The contractor Stockwell Davies has been instructed, date tbc.
    - ii) Update on tree list for tree survey by Cllr. Roberts.

**Sites and trees that the PC is responsible for.**  
87 Trees were covered by the 2021 Treetech survey.  
Another 123+ Trees identified by Cllr. Roberts to be included in future surveys. Cllr. Roberts proposed that the Clerk was to breakdown the additional trees and obtain separate surveys for those in the Village centre first, then another survey for the remainder, seconded by Cllr. Hadley.

- b) Japanese Knotweed:  
Committee agreed not to proceed with the estimate but to ask Pete Scarrott to fence off the area with the green plastic netting and to formally write to the neighbour to inform them of the problem.
- c) Hanging baskets and planters:
  - i) Review quotes for 14 x hanging baskets and select a suitable contractor.  
Agreed to hold over and add to the next agenda, for the Clerk to give more detail of quotes (where are they located).
  - ii) To note that the quotes requested for 3 planters await finalisation.
- d) Christmas Display:
  - i) To receive costs of Christmas display for 2021  
One faulty streetlight returned from electrician. Assistant Clerk liaising with suppliers, Blachere, based near Blockley re repair.
  - ii) To agree detailed procedure for installation and removal of Christmas Tree for 2022 and details of contractors to be used.  
Assistant Clerk has requested quote for telehandler from 5As in Brize Norton. Awaiting response.  
Pete Scarrott has rodded blocked electrical duct to investigate severity of the issue. He recommends digging out trench and replacing damaged pipe duct. Approx. cost £150. Cllr. Millett Proposed spend up to £200, seconded by Cllr. Hicks, all in favour and carryout the work as soon as possible.

#### 6) Churchyard & Cemeteries:

- a) To approve payment of £500 to St Lawrence Church for maintenance of Churchyard.  
Cllr. Hadley proposed the payment, seconded Cllr. Millett all in favour.
- b) Cllr. Millett proposed that the Clerk should obtain an estimate from Bibury to do the maintenance for 2022/23 and then to be included in future contract arrangements, seconded by Cllr. Hicks. Clerk to write to PCC and inform them that a decision will be made at the next VEC meeting 9<sup>th</sup> March two days after their PCC meeting.

#### 7) Allotments

- a) To consider Springvale Allotments quote for £1,221.02 + VAT from Treotech.  
Clerk to clarify quote, it states, willow and conifer, there are several of each. Quote proposed by Cllr. Millett, seconded by Cllr. Roberts, all in favour.  
Clerk to obtain an additional quote to prepare the ground to allotment standard, to be taken out of the Thriving Communities Grant.
- b) Pedestrian access gate off Greystones Lane – to review damage and agree further actions.  
Clerk to obtain quote for a new gate and fitting, as it contributes to Health and Well Being, funds to be taken from Thriving Communities Grant, proposed by Cllr. Hicks seconded by Cllr. Roberts, all in favour.
- c) To receive a general update on the Allotments from the Assistant Clerk, Noted

#### 8) Village Green

- a) Village Green railings:
  - i) To agree date for seasonal removal of railings.  
Proposed by Cllr. Hadley, seconded by Cllr. Millett, Clerk to request W/C 4<sup>th</sup> April 2022.
  - ii) To review progress on quote for post sockets.

Proposed by Cllr. Hicks, seconded by Cllr. Coventry not to proceed this year, Clerk to check we have enough plastic caps.

- b) Replacement of signposts around the Village Green.

Cllr. Millett to prepare a comprehensive list of signs for ordering, for next meeting.

- 9) Accessibility Audit: To review and agree further actions required by VEC Committee.

It was agreed to hold a Zoom meeting for Inclusion Gloucestershire to present their report, so the Committee may wish to wait until after that meeting. Date tbc. Noted.

- 10) Jubilee Gardens: To discuss ideas to make the area more attractive to visitors and determine any further actions.

Committee unanimously agreed not to put benches into this area because of possible anti-social behaviour. Please keep on the next agenda for further discussion.

- 11) Correspondence:

- a) Request from resident of allotment plot 92C.

Proposed by Cllr. Roberts, seconded by Cllr. Millett all in agreement in approval of request.

- b) Request from the Village Warden re. Jubilee Gardens.

Committee asked could the Cubs make a presentation to the next VEC meeting with Steve Cotton to talk through their request.

- c) Noted and proposed by Cllr. Roberts, seconded by Cllr. Coventry for a resident to supply and plant a Jubilee Tree in Jubilee Gardens.

- 12) Any Other Business. None

- 13) Date of Next Meeting – Wednesday 9<sup>th</sup> March 2022 at 7.00 pm.

**Meeting closed at 8.13pm**