

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 Bourton on the Water Parish Council to be held in the Windrush Room at The George Moore Community Centre at 7.00pm on Wednesday 6th October 2021 for the purpose of transacting the following business.

Members of the public and press are welcome to attend but it would be helpful if you could inform the Clerk prior to attendance.

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



Mrs Sharon Henley
Clerk to the Council

30th September 2021

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.

1. **Apologies for absence:** Receive and accept apologies.
2. **Declarations of interest in items on the agenda:** Record any interest declared (Councillors are reminded of the need to update their Register of Interests, as changes occur).
3. **Approval of Draft Minutes:**
 - a) Parish Council Meeting on 1st September 2021
 - b) Extraordinary Parish Council Meeting on 23rd September 2021
4. **Matters arising:** Consider matters arising from the Parish Council meeting minutes not already on the agenda.
5. **Clerk's Report:** To receive update.
6. **Planning Committee:**
 - a. Committee Chairman to present a short summary from the meetings held on 8th and 22nd September (minutes circulated) and discuss/vote on any issues raised.
7. **Village Environment Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 8th September (minutes circulated) and discuss/vote on any issues raised.
 - b. BTAG Final Vision Statement (Paper 1): To review proposal by Cllr Hadley to adopt BTAG's statement.
8. **Highways Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 22nd September (minutes circulated) and discuss/vote on any issues raised.
9. **Youth & Well-being Committee:**
 - a. Committee Chairman to present a short summary from the meeting held on 13th September (minutes circulated) and discuss/vote on any issues raised.
 - b. Defibrillators Replacement Proposal (Paper 2): To review proposals by Cllr Davis and agree further actions.
 - c. Thriving Community Grant (EMR balance £7,475): To consider using grant funding for the following items:
 - i) Purchase of a gazebo to enable community liaison at village events at an approximate cost of £200 + VAT, proposed by Cllr Davis.
 - ii) Purchase of printer ink for use by Cllr Davis in connection with printing of leaflets, posters etc to support initiatives under projects supported by the grant at an approximate cost of £50 + VAT.
 - d. New Play Equipment Projects at The Naight and Melville. To consider the following proposals by Cllrs Hadley and Hicks to include additional items for installation during October:
 - i) The Naight (Paper 3): To replace basketball backboards and install aluminium composite warning sign (both items highlighted in annual risk assessment) at a cost of £1,570.72 + freight + VAT. To be funded from General Reserves.

ii) Melville (Paper 4): To install bowtop galvanised fencing and a self-closing single gate around new equipment at a total cost of £2,688.86 + VAT. To be funded by application to GCC's Build Back Better Grant Funding in collaboration with County Cllr Paul Hodgkinson.

10. **Community Centre Committee:** To note the updated Covid-19 risk assessment following updated guidance from GRCC (Paper 5)
11. **Village Green Bookings:**
12. **F&GP Committee:**
13. **Personnel Sub-Committee:** To discuss a proposal by Cllrs Sumner, Randall and Hicks in accordance with Standing Order 7a to amend the Scheme of Delegation. Personnel Sub-Committee to become a Staffing Committee reporting directly to Council, at the recommendation of GAPTC. The number of members to remain at four with a quorum of three and existing members to be retained to ensure continuity.
14. **Remembrance Day Service:** To approve purchase of two wreaths from The British Legion at a cost of £125 (to include donation) to be funded by the Chairman's Allowance.
15. **Finance:**
 - a. Bourton Rovers Football Club application for a large grant for £7,336 to demolish old concrete garage and provide a new metal structure to replace. To hear a short presentation from club member(s) to enable consideration for inclusion in 2022-23 budget.
 - b. Consider and approve the schedule of payments up to 6th October 2021 (Paper 6).
 - c. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
 - d. Note the bank reconciliation dated 29th July (Paper 7), the Summary Report dated 27th September (Paper 8) and the Financial Forecast dated 30th September (Paper 9).
16. **Reports from representatives on Outside Bodies:** Receive reports, for information only.
17. **Correspondence:** To receive correspondence since the last meeting and agree actions, as required (Paper 10)
18. **Any Other Business:** To receive reports, for information only.
19. **Next Meeting:** To be held on Wednesday 3rd November 2021 at 7.00pm 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.

20. Confidential Session:

- a. **Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they relate to commercial leases and staffing matters. As such, the press and public are excluded from this part of the meeting.**
- b. **Commercial Leases:** To review recommendations from Tayler & Fletcher on rents and licences (Confidential Paper 11) and agree further actions.
- c. **Parish Clerk's end of probationary period:** To review recommendations from the Personnel Sub-Committee and F&GP Committee and agree further actions.

End of Meeting.