

# Bourton-on-the-Water Parish Council

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To Parish Councillors,

You are hereby summoned to attend a Meeting of the Parish Council to be held at **7.00pm on Wednesday 5<sup>th</sup> July 2023** in the Windrush Room at The George Moore Community Centre for the purposes of transacting the following business.

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

*Sharon Henley*

Mrs Sharon Henley

Clerk/RFO

29<sup>th</sup> June 2023

## AGENDA

### **23/084 Apologies for absence.**

### **23/085 Declarations of Interest.**

### **23/086 Approval of the draft minutes:**

1. 7<sup>th</sup> June 2023 Parish Council Meeting.
2. 28<sup>th</sup> June 2023 Extraordinary Parish Council Meeting.

### **23/087 Matters Arising:** Consider matters arising for items not on the agenda:

1. Land transfer of Rye Crescent play area.
2. CCLA updated signatories.
3. Unity Trust – new website.
4. Meeting with CDC's Community Partnership Officer on Neighbourhood Plans.
5. Insurance claim monies from contractor vehicle accident at Jubilee Orchard.
6. Farmers' Market.

### **23/088 Clerk's Report:** To receive update.

### **23/089 Co-Option of Parish Councillor:**

1. To confirm co-option of Sarita Tapper as a Parish Councillor.

### **23/090 Planning Committee:**

1. To discuss/vote on any issues raised following the meeting on 14<sup>th</sup> June.

### **23/091 Village Environment Committee**

1. To discuss/vote on any issues raised following the meeting on 28<sup>th</sup> June.

### **23/092 Youth & Wellbeing Committee**

1. The next meeting is on Monday 10<sup>th</sup> July at 6.30pm.
2. Rye Crescent play area refurbishment working party:
  - (a) To approve set up of group to report to YWC.
  - (b) To agree councillor membership, scope of works and arrangements for meetings.

### **23/093 GMCC Committee**

1. To note the next meeting has been changed to 6.30pm on Thursday 27<sup>th</sup> July.
2. Guttering Repairs (Paper 1):
  - (a) To note item 1 at £380 + VAT has been passed to hirer's insurer for reimbursement.
  - (b) To consider item 2 reattachment of cast iron hoppers at £580 + VAT. NB other items to be considered by GMCC Committee.
3. Ladies' Toilet Blockage/Leak: To approve quote from AG Wakefield to strip down flush box, install new fittings and refit toilet with new pan connector to drain outlet at £280. Additional investigations to be completed in respect of cause of blockage, costs tbc.
4. To note additional costs from P Scarrott for repointing of Salmonsbury Room gable end.
5. To consider a request from Gloucestershire Libraries to use the Windrush Room or Salmonsbury on four dates in August & September to support the Library Challenge for children aged 3-12 years (Paper 2).

### **23/094 Highways Committee**

1. To discuss/vote on any issues raised following the meeting on 19<sup>th</sup> June.

**23/095 Finance:**

1. Consider and approve the schedule of payments up to 5<sup>th</sup> July 2023 (Paper 3a).
2. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
3. To note the bank reconciliation dated 30<sup>th</sup> June (Paper 3b), the Summary Report (Paper 3c), Financial Forecast to 5<sup>th</sup> July (Paper 3d) and Reserves Report (Paper 3e).
4. Digibus Grant Application (Papers 4a & b): To consider request for a small grant of £1,000 following additional information received.

**23/096 Village Green Hire (Paper 5):** To approve request from Bourton Panto Group.

**23/097 Parish Council Logo (Paper 6):** To review updated design and agree amendments or approve.

**23/098 GAPTC Training for Cllr Launchbury:** To approve attendance at New Councillor Toolkit Training at a cost of £35.

**23/099 Assets of Community Value:** To approve a proposal by Cllr Davis to create a list of parish assets.

**23/100 SSEN Resilient Community Fund (Paper 7):** To review terms of new grant and agree on any project submission for action prior to 31<sup>st</sup> July deadline.

**23/101 Cotswolds AONB Caring for the Cotswold Grant Funding (Paper 8):** To review terms of new grant and consider suitable projects for submission by deadline of 29<sup>th</sup> September.

**23/102 Health & Safety Policy (Paper 9):** To approve updated document, for signature by the Chairman.

**23/103 Parish Office Opening Hours (Paper 10):** To review and approve proposals.

**23/104 Parish-Online Mapping Software:** To approve the Assistant Clerk's request to contact CDC and GCC to request that their asset mapping information is made available to view on BoWPC software.

**23/105 Office Chair for the Clerk (Paper 11):** To approve purchase of chair from directofficesupply.co.uk at £254.10 + VAT. To note that a purchase agreed in a previous financial year was not progressed.

**23/106 Manor Field Car Park:** To receive an update following a meeting with the owner's representatives on 4<sup>th</sup> July.

**23/107 Correspondence:**

**23/108 Items to Note:** Matters for information only.

**23/109 Next Meeting:** 7pm on Wednesday 2<sup>nd</sup> August 2023 in the Windrush Room, The George Moore Community Centre.