

**BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER
PARISH COUNCIL HELD ON WEDNESDAY 7TH SEPTEMBER 2016
AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER**

Present: Cllrs T Faulkner (Chair), B Sumner, R Hadley, P Heming, L Hicks, J Hovard, E Rumsey, J Stocker, B Wragge.

Standing Orders were suspended for the Public Session

Police Report: PC Page reported on recent crimes and investigations, the difficulty of enforcing local bye-laws and the importance that local information plays in helping the Police investigate and prosecute drugs related offences. A new Sergeant (Rich Knapp) will soon be in post at Stow.

County Cllr Report: Cllr Hodgkinson raised and discussed resident queries relating to the new 20mph zone in the village centre, resident parking zones, additional signage to direct visitors to local car parks. He agreed to assist in resolving outstanding lease negotiations with GCC and poor ambulance response times.

Ward District Cllr Report: Cllr Wilkins invited Council comments to submit to the forthcoming CDC Transport Committee meeting, and reported on progress with the Local Plan and the First Responder initiative.

Public Questions: There were no public questions.

Standing Orders were resumed

16/069: Apologies for Absence:

Apologies for absence were accepted from Cllrs J Cowen & N Randall, and the reasons will be recorded.

16/070: Members Register of Interests

Cllr Faulkner declared he would not vote on the VIC grant application to be discussed under Item 16/081.

16/071: Minutes of Council Meeting held on 3rd August 2016

Cllr Stocker proposed the Minutes of the Council meeting of 3rd August be accepted as a true record of the meeting, seconded by Cllr Hicks. Unanimous agreement of those present in August. Minutes were signed.

16/072: Matters Arising

- Cllr Sumner proposed Council adopt office staff recommendations to restrict public opening hours to 9am-3pm, Mon-Fri, to allow an increased number of administrative tasks to be completed without interruption, seconded by Cllr Hadley. Unanimous agreement. The Maintenance Committee will progress and obtain quotes for new signage for Council approval.

16/073: Playing Field Committee Report

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

- GPFA's grant award of £2,000 towards Naight goals project was noted and gratefully received;
- Cllr Hadley proposed Council approve Wicksteed's quote of £160 to repair the swings at The Naight, seconded by Cllr Heming. Unanimous agreement.

16/074: Burial & Allotment Committee Report

A report was received from Cllr Hovard in respect of the grave levelling exercise and the Committee's forthcoming discussion of a request from the Men in Sheds group to expand its activity to Springvale.

- Cllr Hovard proposed Council approve a budget of £500 for clearance of a neglected plot at Springvale, seconded by Cllr Hicks. 6 votes in favour, 2 votes against. Proposal carried.

16/075: Traffic & Footpath Committee Report

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

- Cllr Randall was delegated to respond to Amey's consultation on a new 20mph zone in the village centre and additional parking restrictions close to both local schools, in full support of both proposals.

16/076: Village Maintenance Committee Report

A report was received from Cllr Faulkner and the following items were discussed and voted on:

- Cotswolds Conservation Board Visitor Giving Scheme grant of £1,352 towards costs to repair riverbank walls was noted and gratefully received;
- Cllr Stocker proposed Council approve a budget of £4k for landscaping/planting at the Community Centre site, following completion of car park re-surfacing works, seconded Cllr Rumsey 7 votes for, 2 votes against. Proposal carried.
- Cllr Stocker proposed Council approve a budget of £200 to undertake heating repairs to tenant accommodation in The Cottage, seconded by Cllr Sumner. Unanimous agreement.

16/077: Planning:

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

16/078: Village Green Bookings

The Clerk will forward timings of the bike/scooter rally in September and the Police will attend, if available. Temporary notices will be displayed for that day only, highlighting that bikes are not permitted on the Green.

16/079: Community Centre Update

- Cllr Faulkner proposed Council approve the transfer of both energy accounts to new suppliers in order to generate significant cost savings, seconded by Cllr Sumner. Unanimous agreement. The cost comparison exercise is to be repeated annually.
- Cllr Sumner proposed Council approve the levying of late payment charges of £938 on GCC in light of delayed negotiations on a new lease, seconded by Cllr Rumsey. Unanimous agreement.
- The office was asked to produce and circulate a graph of all room income receipts since hiring began.

16/080: Finance

- Cllr Faulkner read the circulated payments list. Cllr Stocker proposed the payments itemised on the updated list in the total sum of £85,917.46 be approved and cheques signed at the meeting, seconded by Cllr Faulkner. Unanimous agreement.
- Cllr Faulkner proposed Council approve the setting up of a DD to Initial Hygiene, seconded by Cllr Hovard. Unanimous agreement. The mandate was signed at the meeting.
- The Finance Committee decision to remain with Lloyds bank was noted and supported. A change of account within Lloyds will enable the Council to improve and streamline its accounting and payments processes. A comparison of banking providers will be repeated after 1 year.
- Council noted the date for the annual Independent Internal Audit for 2016-17; Cllr Faulkner proposed Council approve internal audit fees in the sum of £360, seconded by Cllr Sumner. Unanimous agreement.
- Council noted the satisfactory conclusion of the External Audit for 2015-16 – the minor procedural recommendation will be adopted for the audit of 2016-17.
- Council noted satisfactory completion of the 1st qtr 2016-17 internal check of Council's accounts by Cllr Cowen – the minor procedural recommendation will be adopted for all future checks;

16/081: Grants

Cllr Faulkner proposed the approval of small grants to Bourton VIC (£1k), Bourton U3A (£1k), County Air Ambulance (£100) and Citizens Advice Bureau (£100). Seconded by Cllr Sumner. Unanimous approval. Cllr Sumner proposed Council approve a grant to Bourton Cricket Club of £1k, seconded by Cllr Stocker. Unanimous agreement. Cllr Hadley proposed Council approve a grant to Bourton Primary Academy of £1k, seconded by Cllr Heming. 6 votes for, 2 votes against. Proposal carried. Cllr Stocker proposed a grant to Bourton Chamber of Commerce of 50% of costs up to £2k towards the Christmas display in 2017, seconded by Cllr Rumsey. 8 votes for. Proposal carried. A proposal to make a grant to the Chamber of Commerce towards the cost of hanging basket displays in 2017 was not carried – 3 votes for, 5 votes against. Community Smiles and Keep Safe will be invited to make presentations to Council in October to discuss their large grant applications.

16/082: Correspondence

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

16/083: AOB

Various other business was discussed and actions agreed and instructed.

16/084: Next Meeting

The next meeting of Council will be held on Wednesday 5th October at 7pm in the Community Centre.

Public Session:

H. Crook offered to investigate whether the allotment clearance at Springvale could be undertaken at a lower cost by the Volunteer Working Party, and the offer was accepted.

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

Financial decisions:

Minute No	Item	Power	Sum (ex VAT) (PC contribution) £
16/073	Play eqpt repairs at The Naight	Public Health Act 1875, s.164	160.00
16/074	Clearance of allotment plot	Smallholdings & Allotments Act 1908	500.00
16/076	Landscaping/planting budget – GMCC	Local Govt Act 1972, s.133	4,000.00
	Heating repairs – The Cottage	Local Govt Act 1972, s.133	200.00
16/080	Internal Audit fees	Local Govt Act 1972, s.111	360.00
16/081	Grants	Local Govt Act 1972, s137 & 144	6,200.00