

BOURTON ON THE WATER PARISH COUNCIL
MINUTES OF THE MEETING OF BOURTON ON THE WATER PARISH COUNCIL HELD ON WED 9TH JANUARY
2019 AT 7.00PM IN THE GEORGE MOORE COMMUNITY CENTRE, MOORE RD, BOURTON ON THE WATER

Present: Cllrs R Hadley (Chair), J Cowen, S Coventry, R Daniel, L Hicks, J Jowitt (joined at the County Councillor report), N Randall, B Rogers, S Senior and B Wragge.

Standing Orders were suspended for the Public Session

Police Report: The Police had given apologies, but a statistical crime report had been circulated.

County Cllr Report: County Cllr Hodgkinson reported on negotiations with de la Haye Restaurants regarding ownership of the paved area outside the Fish & Chip shop, ongoing discussions with residents of Honeystones and Bourton Chase Phase 3 relating to various road safety and other issues. Cllr Hodgkinson will attend the Council's Tourism/Environment Workshop meeting in January, and sought more information relating to the proposed draft Traffic Regulation Order so he could respond to resident queries. He also agreed to take an informal look at the road surface in Meadow Way so he could verify with Highways whether this meets Glos. Highways road safety criteria.

Ward District Cllr Report: Ward Cllr Len Wilkins reported on various resident concerns received relating to the impact of local fireworks displays and the volume of roadside parking on Meadow Way close to Bourton Clubhouse. He also reported that contactless payment is now available at CDC car parks.

Public Questions: A resident of Bourton Chase Phase 3 raised concerns at the increased numbers of Chinese lanterns being let off which generate a high risk from falling debris. The Council advised that new bye-laws would only apply to Council owned land, and not private spaces. It therefore agreed to place an article in the next Browser to raise resident awareness of the dangers from fireworks and lanterns and to encourage good practice in both respects. Council was separately advised that a resident association for Bourton Chase Phase 3 is being established which carried out a recent Litter Pick, and will consider similar issues in the future and seek to promote a culture of good community spirit.

18/140: Apologies for absence:

Apologies were received and accepted from Cllr B Sumner.

18/141: Members' Interests

There were no additional interests not currently declared on Councillors' Registers.

18/142 Minutes of the Meeting held on 5th December 2018

Cllr Rogers proposed that the minutes of the meeting held on 5th December be signed as a true record of the meeting, seconded by Cllr Wragge. APPROVED unanimously.

18/143: Matters Arising from Minutes of the Meeting held on 5th December 2018

- Council noted the invoice for supply of the Christmas Tree is still on hold pending discussions relating to Council's request for a discount against the original supply of an unsatisfactory tree;
- Council noted that the Community defibrillator at the Church Rooms is now operational;

18/144: Burial & Allotments Committee Report

Cllr Daniel reported and the following was discussed further:

- Cllr Rogers proposed Council approve the Committee's recommendation to join the ICCM with membership fees for 2019-20 in the sum of £90, seconded by Cllr Cowen. APPROVED unanimously.

18/145: Playing Fields Committee Report

Cllr Senior reported and the following was discussed further:

- Cllr Senior proposed Council approve the appointment of Play Glos. to provide Play Ranger sessions in 2019-20 in the sum of £10,347.75, seconded by Cllr Wragge. APPROVED unanimously;
- Council noted that the Committee is in discussions with the RBL in respect of its offer to fund various building improvements to the Hall (as permitted under the provisions of base for the Youth Club – discussions are ongoing.
- Cllr Cowen proposed Council approve Greenfield's quote in the sum of £175.00 + VAT to effect equipment repairs at Rye Crescent, seconded by Cllr Hicks. APPROVED unanimously

18/146: Village Maintenance & Highways Committee Report

Cllr Jowitt provided a verbal report from the December meeting (minutes circulated) and the following was discussed further:

- Cllr Jowitt proposed Council adopt the draft Tree Management Policy, seconded by Cllr Hicks. APPROVED unanimously.
- Council noted the submission of a grant application to the War Memorial Trust to raise funds towards the cost of replacement of the War Memorial boundary wall;

- Council noted the Committee budget of £2k to provide a hanging basket display in 2019, which will be part-funded by local businesses;
- It was noted the Committee will become more involved in the ordering of the Christmas tree in 2019;

18/147: Traffic & Footpaths Committee

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

- Council noted the installation of ANPR equipment which will shortly become operational;
- Council noted the timetable for the public engagement and consultation exercises in respect of the new Traffic Regulation Order – two public meetings will be held in March;
- The Committee is seeking further quotes in respect of proposed works to improve the footpath adjacent to the Green, which is in its ownership – the works specification may be expanded to include the siting of bollards to prevent pavement parking. A recommendation will be brought to a future Council meeting, for approval;

18/148: Planning

Cllr Hadley reported on minutes from the December Planning Committee Meeting and the following application was considered:

18/04085/FUL 7 Folly Field: Erection of rear conservatory: The Council has no objection to this application

18/149: Village Green Bookings

There were no new applications to consider. Council noted that applications to use the Green in 2019 will initially be considered at the Council meeting on 6th February.

18/150: Community Centre

Cllr Hadley provided a verbal report and the following was discussed further:

- Cllr Hadley proposed Council approve payment of Cardiac Science's pro-forma invoice for a new defibrillator in the increased sum of £1,620 + delivery/VAT (NB: expenditure was agreed in 2017/18 in the sum of £1,495), seconded by Cllr Wragge. APPROVED unanimously.
- Council thanked the Leighton House Museum, Royal Borough of Kensington & Chelsea for its kind donation of a Stanley Badmin painting of Bourton to be displayed in Community Centre; a budget in the sum of £100 was approved for re-framing;

18/151: Finance:

- Cllr Cowen proposed Council approve the schedule of payments in the sum of £18,602.64 in accordance with the revised circulated schedule, seconded by Cllr Senior. APPROVED unanimously.

Cllr Hadley reported from the Finance Committee meeting on 6th December (draft minutes circulated) and the following was discussed further:

- Cllr Cowen proposed Council approve the minutes of the meeting (circulated) on 6th December 2018, seconded by Cllr Randall. Cllr Daniel abstained from voting. PROPOSAL CARRIED 9 votes in favour.
- Cllr Hicks proposed Council approve the recommendations of the Finance Sub-Committee in respect of staff appraisals/salary scales/pension contributions for 2019-20 following a meeting on 11th December (minutes circulated), seconded by Cllr Jowitt. APPROVED unanimously.
- Council noted Committee approval of expenditure of £380 (Internal Audit fees) and £120 (transfer of Scribe data to storage on the Cloud);
- Council noted the appointment of GAPTC as Independent Internal Auditor for 2018-19 – the audit will take place on Thursday 24th January;
- Council noted and adopt the Committee's recommendation re Reserve Levels for 2019-20;

Cllr Hadley reported following the Budget Workshop meeting on 6th December 2018 (notes circulated) and the following was discussed further:

- Cllr Coventry proposed Council approve the recommendation for Council to agree a precept of £150,957 for 2019-20 and adopt a cost-neutral budget of £268,142, seconded by Cllr Hicks. APPROVED unanimously.
- Council noted the circulated 3-year budget forecast;
- It was agreed that budget strategy statement would be amended to report the precept to residents in line with GAPTC's recommended format, and the revised statement was approved for display on the Council's web-site;
- Council noted that Cllr Rogers will undertake the internal check of the 3rd quarter accounts on 16th Jan;

18/152: Bye-Laws

- Council noted the submission of the final bye-laws to HCLG on 2nd January and a budget of £500 was approved for costs relating to the subsequent public consultation exercise;

Standing Orders were suspended to allow Ward District Cllr L Wilkins to provide information relating to Local Elections

18/153: Local Elections 2019

- Council noted the timetable for Cotswold District local elections (Notice of Election to be published on 18th March; delivery of nomination papers by 3rd April; Polling Day 2nd May). Cllr Wilkins advised that election packs for

residents interested in becoming a councillor could be delivered to the Parish Council for local collection from the Council office, as well as direct from CDC.

Standing Orders were resumed

- Council agreed that in order to encourage applications for the role of councillor, the May elections would be discussed at the Annual Parish Meeting and information will also be made available on the Council's web-site and at the Traffic Regulation Order public engagement exercise; an article will also be published in the next edition of the Browser.
- Council agreed that the May meeting will be postponed until Wednesday 8th May to allow time for newly elected councillors to complete all documents relating to their election;

18/154: 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.

18/155: Any Other Business and Reports from representatives on Outside Bodies: Receive reports, for information only.

- It was agreed that the Annual Assembly of the Parish Meeting for 2019 will be held on Wednesday 13th March at 7pm in the Community Centre. A budget of £100 was agreed for refreshments;
- Mollie Wise's kind invitation to organise a Village Garage Sale was gratefully accepted – the Sale will be held on Saturday 8th June; the office will assist with preparations;
- Cllr Hicks reported on a forthcoming review of youth Outreach sessions and resident proposals to establish a village Christmas Event committee;
- Cllr Wragge reported on the Dementia-Friendly initiative which is hoped will be widespread across Bourton;

18/156: The next meeting

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

Public Questions:

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

Minute	Item	Power	Sum (ex VAT)£
18/144	Membership of ICCM		90.00
18/145	Play Ranger sessions 2019-20		10,347.75
	Play equipment repairs – Rye Crescent		175.00
18/150	Defibrillator – GMCC		1,620.00
	Picture framing costs		100.00
18/151	Appointment of Internal Auditor		380.00
	Transfer of Scribe data to Cloud storage		120.00
18/152	Bye-Laws adoption/publication		500.00
18/155	Annual Parish Meeting refreshment costs		100.00