

## **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 the Parish Council to be held at **7.00pm on Wednesday 5<sup>th</sup> October 2022 in the Windrush Room** at The George Moore Community Centre for the purpose 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 to the Council**

29<sup>th</sup> September 2022

## **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.**

**22/160 Apologies for Absence:** To receive and approve.

**22/161 Declarations of interest in items on the agenda**

**22/162 Approval of Minutes:**

1. Parish Council meeting on 2<sup>nd</sup> August 2022
2. Extraordinary Parish Council meeting on 26<sup>th</sup> September 2022

**22/163 Matters arising:** Consider matters arising for items not already on the agenda.

1. Gigaclear

**22/164 Clerk's Report:** To receive update.

**22/165 Planning Committee:**

1. To note the meeting on 14<sup>th</sup> September was cancelled and discuss/vote on any issues raised following the meeting on 28<sup>th</sup> September.

**22/166 Village Environment Committee:**

1. To discuss/vote on any issues raised following the meeting on 28<sup>th</sup> September.
2. GCC Highways Grass Verge Cutting Agreement (Papers 1a & b): Resolution to enter into a formal agreement with GCC, for inclusion Grounds Maintenance Contract. Final draft document subject to Council approval when available.
3. Village Maintenance Contract 2023-26 (Papers 2a, b & c):
  - a. To approve final specification, accompanying letter and village map.
  - b. To authorise the Clerk to advertise the tender for period of 30 days (deadline to be agreed), including on Contracts Finder website and through local press.

**22/167 Highways Committee:** To note the meeting on 19<sup>th</sup> September was cancelled.

**22/168 Youth & Well-being Committee:**

1. To note the meeting on 12<sup>th</sup> September was cancelled.
2. Update on remedial works at The Naight MUGA.

**22/169 GMCC Committee:**

1. To discuss/vote on any issues raised at the meeting on 26<sup>th</sup> September.
2. Flagpole: (Paper 3) To review quote and plans to erect a flagpole and flag outside the Centre.
3. Co-Option of new committee member: To agree an additional councillor to join the committee during the temporary absence of Cllr Macklin.

**22/170 Finance & General Purposes Committee:**

1. Redwood Bank application for a 1 year Business Savings Bond: To agree four authorised account users and complete the application document.

**22/171 Policies & documents:** To review the following updated draft documents:

1. ANPR Policy & accompanying documents (Papers 4 x, y & z)
2. Publication Scheme (Paper 5)
3. Procurement Schedule (Paper 6)

**22/172 Finance:**

1. Consider and approve the schedule of payments up to 5<sup>th</sup> October 2022 (Paper 7a).
2. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
3. Note the bank reconciliations dated 30<sup>th</sup> September (Paper 7b), the Summary Report (Paper 7c), Financial Forecast to 5<sup>th</sup> October (7d), Reserves Report (Paper 7e) and Q2 VAT Return (Paper 7f).

**22/173 Insurance reinstatement cost assessment for GMCC (Paper 8):** To review and agree actions required.

**22/174 Land Transfer:** To consider CDC's further response on proposed transfer of areas at Rye Close and Rye Crescent (Paper 9)

**22/175 Remembrance Day:**

1. To authorise the Clerk to purchase wreaths from RBL and agree a donation figure.
2. To discuss any further arrangements required.

**22/176 Training:** To approve Cllr Hicks' attendance at the following:

1. GAPTC Chairmanship Skills (online) 28<sup>th</sup> November at £35 + VAT.
2. GAPTC Youth Councils & Youth Provision (online) 29<sup>th</sup> November – no charge.

**22/177 Bourton Business Network Annual Business Survey (Paper 10):** To note.

**22/178 Cost of Living Crisis:** CDC's Information Gathering Exercise– to collate information for submission and nominate a councillor to respond (Papers 11a & b)

**22/179 Provision of Warm Spaces:** To become aware of government policy on provision of Warm Spaces.

**22/180 Extraordinary Parish Council meeting to discuss 2023-24 Budget:** To agree a new date following cancellation of September meeting.

**22/181 Staffing Committee:** To agree a revised meeting date for October.

**22/182 Reports from representatives on Outside Bodies:** Receive reports, for information only.

**22/183 Correspondence:**

1. Email from resident on public safety in the village (Paper 12).

**22/184 Items to Note:** Matters for information only.

**22/185 Next Meeting:** 7pm on Wednesday 2<sup>nd</sup> November 2022 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.**

**22/186 Confidential Session:**

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 tenancies and other matters. As such, the press and public are excluded from this part of the meeting.

**22/187** To receive an update from the Clerk on rent payments (Confidential Paper 13).

**22/188** To retrospectively agree arrangements made for events in September and any lessons learnt.