

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ

Tel: 01451 820712

Email: clerk@bourtononthewater-pc.gov.uk

To Parish Councillors,

You are hereby summoned to attend a meeting of the Parish Council to be held at **7.00pm on Wednesday 4th January 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 accessed at the link to Dropbox: [Papers](#)

Sharon Henley

Mrs Sharon Henley

Clerk/RFO

22nd December 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.

22/263 Apologies for absence

22/264 Declarations of Interest

22/265 Approval of Draft Minutes

1. Parish Council Meeting held on 7th December 2022
2. Extraordinary Parish Council Meeting held on 13th December 2022

22/266 Matters arising: Consider matters arising for items not on the agenda.

22/267 Clerk's Report: To receive update.

22/268 Councillor Vacancies:

1. To note the Notice of Vacancy following the resignation of Cllrs Sumner and Randall is to be displayed until 4th January.
2. To agree whether to co-opt to fill two vacancies on the Council at the February meeting.

22/269 Planning Committee:

1. To discuss/vote on any issues raised following the meeting on 14th December.
2. To co-opt an additional committee member following the resignation of Cllr Randall.

22/270 Village Environment Committee: To note that there was no meeting in December.

22/271 Highways Committee:

1. To note that there was no meeting December.
2. To co-opt an additional committee member following the resignation of Cllr Randall.
3. GCC's Community Speedwatch Fund:
 - a) To note that the application for funding of a Vehicle Activated Sign has been approved in principle.
 - b) To approve associated Legal Agreement with GCC (Papers 1a & b)

22/272 Youth & Well-being Committee:

1. To note that there was no meeting in December.
2. To approve application to GCC's Build Back Better Fund for £5,000 toward the Rye Crescent play area refurbishment.

22/273 GMCC Committee:

1. To co-opt two additional committee members following the resignation of Cllrs Sumner & Randall.
2. Committee members to nominate a Chairman to also represent at F&GP Committee on 26th January.
3. To note that making good costs for Flat 2 shower room have been confirmed at £780 (from £650) following site survey.
3. Leak in Library Roof – contractor instructed and work to be completed 17th February.
4. The Cottage: To ratify costs of £2,367 for emergency boiler replacement by North Plumbing & Heating, approved by Clerk's delegated authority.

5. To note purchase of two oil-filled radiators from Toolstation at a cost of £67.38+VAT, purchased under Clerk's delegated authority for temporary use in The Cottage.

22/274 Staffing Committee: To co-opt two additional committee members following the resignation of Cllrs Sumner & Randall.

22/275 Finance:

1. Budget 2023-24 (Paper 2a, b & c): To review current draft documents and agree further amendments or approve.
2. Precept 2023-24 (Paper 2d): To review Council Tax Base and agree Precept request (if budget is approved at item 1).
3. To agree date for an Extraordinary Meeting for final approval of Budget and Precept, if required.
4. Consider and approve the schedule of payments up to 4th January 2023 (Paper 2e).
5. Authorise cheques to be signed at the meeting and BACS payments to be ratified.
6. To note the bank reconciliation dated 31st December (Paper 2f), the Summary Report (Paper 2g), Financial Forecast to 4th January (Paper 2h) and Reserves Report (Paper 2i).
7. Multipay Card: To consider increasing the credit limit to £1,500 and date of monthly direct debit to be amended.
8. To note overpayment of contractor invoice and subsequent reimbursement.
9. To approve transfer of funds from CCLA to Unity Trust Bank.

22/276 Village Green: To consider request from St Lawrence Church for a banner for the 2023 carol service (Paper 3)

22/277 CDC's Tourism Levy:

1. To receive a report on final sums awarded to the Parish Council (Paper 4)
2. To note a request was made to CDC for an additional £2,343.20 to be allocated for additional hours for parking enforcement during works to the Rissington Road car park.

22/278 SLCC HR Summit 22nd March: To approve request from the Clerk to attend a one day on-line training course at cost to Council of £10 with discount.

22/279 GAPTC Recruitment of New Councillor training: To approve costs of £30 per person for attendance by the Clerk and Cllrs Davis and Hicks.

22/280 Computer for Assistant Clerk: To approve estimated costs of £1,000 from Imaginative Solutions to replace desktop computer purchased in 2014.

22/281 Reports from representatives on Outside Bodies: Receive reports, for information only.

22/282 Correspondence: To review correspondence received.

22/283 Items to Note: Matters for information only.

22/284 Next Meeting: The next Parish Council Meeting will be held at 7pm on Wednesday 1st February 2023 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.

22/285 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 employment matters and commercial tenancies. As such, the press and public are excluded from this part of the meeting.

22/286 To receive an update from the Clerk on rent payments (Confidential Paper 5).

22/287 Committee Clerk/Administration Assistant:

1. To approve appointment of the successful candidate, as recommended by the Staffing Committee following interview.
2. To approve final terms and conditions for Contract of Employment.