

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
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To Village & Environment Committee Councillors

You are hereby summoned to attend a **Village & Environment Committee Meeting at 6.30pm on Wednesday 28th June 2023 in the Salmonsbury Room, The George Moore Community Centre** for the purpose of transacting the following business.

Papers for the meeting can be viewed in Dropbox: [Papers](#)

Sharon Henley

Mrs Sharon Henley

Clerk

22nd June 2023

AGENDA

- 1) **Apologies for absence:** To receive.
- 2) **Declarations of Interest:** To note.
- 3) **To receive and approve the minutes of the meetings held on**
 - a) Wednesday 19th April 2023 (approval held over from 24th May).
 - b) Wednesday 24th May 2023.
- 4) **Public Session:** Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).
- 5) **Matters Arising:**
 - a) Village maintenance contract tender.
 - b) Grass verge agreement with GCC Highways.
 - c) Jubilee Orchard insurance claim for repairs to wall and gate post.
 - d) Repairs to the War Memorial.
 - e) Christmas Tree Working Group.
 - f) Accessibility Audit - update on modification of area adjacent to two benches for wheelchairs and quotation for works by Cllr Roberts.
 - g) Data for Ground Rent and where applicable, water charges levied to allotment tenants by other Parish Councils.
 - h) Update to Cemetery Regulations.
 - i) Village Green Hire Policy.
 - j) Removal of rubble left on allotment plot 23a Cemetery Lane.
 - k) Resurface area under Cemetery Gate: To lay slabs and dig an animal underpass.
 - l) Bourton Link/Kings Meadow mini roundabout vegetation.
- 6) **Churchyard & Cemeteries:**
 - a) **Cemetery Shed Boundary Fence:**
 - i) To approve revised quote from Pete Scarrott at £450 to extend the fence at the rear and the side.
 - ii) To clear extra soil and vegetation: To approve a 3-yard skip from Budget Skips at £166 + VAT plus £170 labour charge from Pete Scarrott.
 - iii) To consider additional fence and gate at front of shed at an estimated cost by Pete Scarrott of £500 including labour and materials.
 - iv) To agree amount to be paid by Tenant.
 - b) **Rotted roof timbers at the Lych Gate:** To consider recommendations and quotation from Paul Honour to address rotten timbers (Paper 1).
- 7) **CCTV (Paper 2):** To consider proposal by Cllr Davis to purchase portable CCTV equipment to tackle anti-social behaviour in the village. Funding source to be identified.

- 8) **Village Green:**
 - a) **Byelaws signs:**
 - i) To discuss possible requirement for a new sign on the Village Green (as per 30th May Extraordinary Meeting item 23/045(1)).
 - ii) To consider installation of a permanent sign on Clapton Row Green to replace the temporary sign currently attached to a tree.
- 9) **Allotments:**
 - a) Inspections: To arrange for two councillors to carry out routine inspections at all sites following complaints about unworked plots.
 - b) Springvale boundary fence: To receive response from Cotswold District Council regarding responsibility for arranging and funding maintenance and repairs. Agree further actions (Paper 3).
- 10) **Trees:**
 - a) Rye Crescent Play Area (Paper 4): To review tree inspection report on T212 and agree further actions in respect of complaint by resident.
 - b) To note example of Tree Management Policy for possible future drafts of BoPWC policy (Paper 5).
 - c) Replacement of Millennium Oak: To consider offer from Cotswold AONB of oak tree saplings.
- 11) **Jubilee Orchard:** To consider a request in principle from the Village Warden for installation of a new litter bin. Costs tbc for approval at a later meeting.
- 12) **Environmental Action Working Group:** Cllr Wareing to update from recent meetings.
- 13) **Correspondence:**
 - a) Letter from resident re The Old Aquarium (Paper 6).
 - b) Email on bench cleaning (Paper 7).
- 14) **Items to note.** To receive reports for information only.
- 15) **Date of Next Meeting:** 6.30pm on Wednesday 9th August 2023 in the Salmonsbury Room.
- 16) **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 individual allotment tenancies. As such, the press and public are excluded from this part of the meeting.
- 17) **Allotments:**
 - a) Boundary at Piece Hedge (Confidential Paper 8): To consider issues raised and recommendation by Assistant Clerk.
 - b) To consider proposal to waive an allotment fee.