

Bourton-on-the-Water Parish Council
Community Services Committee

Minutes of Committee Meeting held on Wednesday 12th June 2019 at 7.00 pm
at the George Moore Community Centre

	Subject	Discussion Topic	Details
1.0	PRESENT	Cllrs. R Hadley, B Sumner, L Hicks, N Randall, A Davis and S Coventry.	
1.1	APOLOGIES	Cllr. R. Daniel.	
2.0	DECLARATION OF INTEREST AGENDA ITEMS		None
3.0	MINUTES OF LAST MEETING		
	The minutes of the meeting held on 16 th May 2019 were confirmed as a true record of the meeting.		
4.0	VILLAGE MAINTENANCE		
4.1	Village Green & High Street	Receive an update on duck feeding signage	For Information Only To be kept on agenda
		Crazy Paving Riverside Walk.	For Information Only Insurance claim going through. T. Hickman had been advised of area.
		Removable metal fence	Action A price had been sought of approx. £2700 + VAT for a removable fence from the railings adjacent The Riverside to the middle bridge. It was agreed to have the fence in place over the winter months from 2 nd December to 31 st March each year. A revised quote was to be obtained for the metal to be powder coated.
		Rubbish Bins for Village Green	For Information Only Designs for bins to include recycling compartments were distributed at the meeting. The Council decided to put this on hold until the removable metal fencing was in place.
		Monthly Condition Checklist	Action RH was to produce a checklist to cover the whole area including Clapton Row. RH will do the monthly checks for this area.
		H & S Inspection Village Green	Action It was agreed to produce an in-house inspection sheet and inspect the village green on a monthly basis. Reports to be kept on file.
		Clapton Row	Action RH would obtain a quote from T. Hickman for larger boulders around the Green.
		War Memorial/VC Plaque	For Information Only T. Hickman to quote to replace the whole surround. The Clerk would apply for grant funding when in office. RH had cleaned the plaque at the War Memorial.
		New Bylaw Signage	Action Wording and symbols to be agreed following sub-committee recommendations to go on the signs for the Village Green. Locations and size of signs to be agreed. Dog sign to go on back of signs.
		Paving Outside Victoria Hall	Information Only The insurance claim was being addressed.

		Xmas Tree 2019	Action Check if 30ft tree had been ordered.
4.2	Footpath opposite Londis	To update on works	Action The work on the footpath had been completed. Work was to be signed off.
4.3	Hanging Baskets	Receive a report from Cllr. R. Hadley regarding the hanging baskets.	Action All 14 hanging baskets were in place. The committee approved the quote for £100.00 to plant two planters and one small planter.
4.4	Peter Pulham Contract	Update on contract	Action Jo to put a contract together.
4.5	Memorial Tree Jubilee Orchard	Receive a report from Cllr. B. Hadley.	For Information Only A request had been received to plant an apple or a pear tree in the Jubilee Orchard. Permission was granted and the tree was to be planted in the autumn.
5.0	BURIALS		
5.1	Cemetery	Burial Space Anti-social behaviour Monthly Checklist	To keep as an agenda item. Police had been called out to anti-social behaviour at the Cemetery. The Clerk to draw up a monthly checklist for the cemetery when in office.
6.0	ALLOTMENTS		
6.1	Cemetery Lane	Receive report	For Information Only Complaint received about plot 15A. Book a skip and let the allotment holders know.
6.2	Springvale	Receive report	For Information Only Complaint received about plot 7. Had been given notice and would be re-let.
6.3	Piece Hedge	Receive report	For Information Only Complaint received about plot 92B. Tenant was going to cultivate allotment.
7.0	Open Spaces-Playing fields	Inspection report from Jennifer McCann.	Jobs arising from the inspection report had been noted at the meeting and actioned by Jo in the office.
8.0	Youth Services	To receive a report from LH, SC and BW. New Venue, Cricket Club Removal of equipment from RBL. Update on new shed	For Information Only A letter to the Cricket Club and agreements were to be ratified. Equipment was to be moved to the Cricket Club. The new shed was to be put in place at the Cricket Club for storage of equipment.
9.0	HEALTH SERVICES	Kates Home Nursing	For Information Only Kates Home Nursing were looking to purchase a property in the region of £750,000.00 within the next twelve months.
10.0	ANY OTHER BUSINESS	Funstival Event	The Funstival Event had been arranged for Saturday 21 st September 2019.
11.0	DATE OF NEXT MEETING		Wednesday 10 th July 2019 at 7.00 pm.
		The meeting closed at 8.00 pm.	