

## **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: [committee.clerk@bourtononthewater-pc.gov.uk](mailto:committee.clerk@bourtononthewater-pc.gov.uk)

### **To Parish Environment Committee Councillors**

You are hereby summoned to attend a **Parish Environment Committee Meeting at 7.00pm on Wednesday 29<sup>th</sup> May 2024 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](#)

*V. Oliveri*

Mrs Vanessa Oliveri  
Committee Clerk

22<sup>nd</sup> May 2024

### **AGENDA**

**Public Session:** Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).

- 1) **Apologies for absence:**
- 2) **Declarations of Interest:** To note.
- 3) **To receive and approve the minutes of the meeting held on Wednesday 17<sup>th</sup> April 2024.**
- 4) **Matters Arising:**
  - a) Grass verge agreement with GCC Highways. – To receive an update from GCC Highways.
  - b) Metal fence – To receive an update on the welding work to be undertaken on the eight points of the metal fence at Stanway Green.
  - c) Hanging Baskets – Scheduled to be delivered on 30<sup>th</sup> May 2024.
  - d) Vandalised Platinum Jubilee Rowan tree in the Jubilee Orchard – Has been replaced by anonymous person.
- 5) **Finance:**
  - a) To note the current Burials & Allotments and Village Maintenance Summary Report (**Paper 1**) and the Earmarked Reserves report (**Paper 1a**).
- 6) **Churchyard & Cemeteries:**
  - a) To receive completion report from Memsafe for memorial repairs (**Paper 2**).
  - b) Rotted roof timbers at Lych Gate – To receive an update on repairs to the Lych Gate roof.
  - c) The committee to note that the contactor would treat the double wooden gates and adjacent fence into the cemetery which need re-staining/varnishing. Product purchased for £9.50 +VAT.
- 7) **Allotments:**
  - a) To receive a quotation for making two new bays for manure/chippings at the entrance to the Cemetery Lane site. (**Papers 3a & 3b**)
  - b) To receive an update on the provision of a sign at the allotments to explain that parking is for allotment tenants only.
  - c) To consider draft beekeeping policy and make recommendations to Council for its adoption (**Papers 4a & 4b**).
- 8) **Village Maintenance:**
  - a) Village Maintenance Contract: To receive an update on the progress of the scheduled works.
- 9) **Village Green:**
  - a) Cllr Roberts to update the committee on progress of the reseeding and returfing.
  - b) **Village Map:** Cllr Hadley to update the committee on the village map requiring to be updated.
  - c) **Maintenance of slabs along riverside walk:** To receive an update on authorised work.
  - d) **Victoria Street bridge:** To consider quote of £2200 +VAT from Paxweld to fabricate, paint & fit new railing alongside George Moore Bridge, Victoria Street, as suggested following completion of Village Risk Assessment.

- e) To receive and approve quote from The Wright Signs for replacement Victoria Cross plaque on the War Memorial. **(Paper 5)**
- f) Village Green ditch – The committee to note the village green ditch requires trim/clearance by contractor and to agree an hourly rate to undertake work.
- 10) **Treetech Tree survey** – To receive an update on tree survey and agree actions if required.
- 11) **Back of War Memorial Regeneration Area:** To receive any updates from the working party.
- 12) **Regeneration of the pavement area in the High Street by the Cheltenham bus stop:** To receive any updates from the working party.
- 13) **Accessibility Audit:**
  - a) Dropped kerb – The committee to note that a specification for the dropped kerb has been received from GCC and three quotations for the work is being obtained.
- 14) **Events:**
  - a) Cllr B Hadley to update the committee on the arrangements to light the beacon to commemorate D-Day 80 – 6<sup>th</sup> June 2024.
  - b) To receive and approve the D-Day beacon risk assessment. **(Paper 6)**
- 15) **Scouts offer of voluntary work:** The committee to consider how the Scouts can best help with flower bed maintenance, clear the river etc.
- 16) **Japanese Knotweed:** The committee to note update from contractor on treatment of Japanese Knotweed at The Naight. **(Paper 7)**
- 17) **Victoria Street Green:** To consider a request from a resident to address damage to the Victoria Street green outside The Old Aquarium. **(Papers 8a & 8b)**
- 18) To receive a report from Cllr Roberts on issues along Periwinkle Bank.
- 19) **Correspondence:** The committee to note correspondence received prior to the meeting.
  - a) Letter received regarding planter by Riverside café and bicycle racks and 'A' boards. **(Paper 9)**
- 20) **Items to note.** To receive reports for information only.
- 21) **Date of Next Meeting:** Wednesday 26<sup>th</sup> June 2024.