

Bourton-on-the-Water Parish Council

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To Parish Environment Committee Councillors

You are hereby summoned to attend a **Parish Environment Committee Meeting at 7.00pm on Wednesday 26th June 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

20th June 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 29th May 2024.**
- 4) **Matters Arising:**
 - a) Grass verge agreement with GCC Highways. – To note that the Clerk has chased GCC Highways and a response is awaited.
 - b) **Victoria Street bridge:** Two quotations had been received to fabricate, paint & fit new railing alongside George Moore Bridge, Victoria Street, as suggested following completion of Village Risk Assessment. Full details of work and design of work to be provided prior to being considered at the August 2024 Parish Council meeting.
 - c) To receive an update on the installation of the Victoria Cross plaque at the War Memorial on the village green.
 - d) **Treetech Tree survey** – The committee to note that the tree survey report hasn't been received yet. The Clerk is chasing this, and when the report is received this will be an agenda item to be discussed.
- 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 consider making adaptations to driveway kerbstones at Cemetery for wheelchair access onto grassed areas.
 - b) Bands were attached to all memorials that failed their inspection during the safety testing. Once repaired the bands were removed but they remain on the five that were laid flat by way of an explanation for this action. Committee to decide whether banding should be removed.
 - c) Rotted roof timbers at Lych Gate – The repairs to the Lych Gate roof had been scheduled to be undertaken in the last week of June.
 - d) The committee to note that the contactor had treated the double wooden gates and adjacent fence into the cemetery which needed re-staining/varnishing as previously agreed.
- 7) **Allotments**
 - a) The committee to note that the two new bays for manure/chippings at the entrance to the Cemetery Lane site had been installed as previously agreed.
 - b) The committee to note that a new sign at the allotments to explain that parking is for allotment tenants only is awaiting installation once the location has been confirmed.
 - c) The committee to consider what to do with the piece of scrub land to the side of Springvale allotments.

- 8) **Village Maintenance:**
 - a) Village Maintenance Contract: To receive an update on the progress of the scheduled works.
- 9) **Village Green:**
 - a) **Village Map:** Cllr Hadley to update the committee on the village map requiring to be updated.
 - b) **Maintenance of slabs along riverside walk:** To note the maintenance work was completed on 31st May.
- 10) **Back of War Memorial Regeneration Area:** To receive any updates from the working party.
- 11) **Regeneration of the pavement area in the High Street by the Cheltenham bus stop:** To receive any updates from the working party.
- 12) **Accessibility Audit:**
 - a) Dropped kerb – Three quotations were being obtained to install dropped kerbs in the locations agreed arising from the Accessibility Audit undertaken.
- 13) **Events:**
 - a) The committee to note the lighting of the beacon to commemorate D-Day 80 – 6th June 2024 had been successful.
- 14) **Scouts offer of voluntary work:** To note the Scouts have confirmed that they would help with flower bed maintenance and agreed that a risk assessment was to be undertaken and submitted to the Clerk prior to carrying out any voluntary work in the village.
- 15) **Victoria Street Green:** To note the request received to install a hard surface on a portion of Victoria Street green outside The Old Aquarium will be reviewed by full Council on 3rd July.
- 16) **Christmas Tree:** To discuss and agree arrangements for the provision of the Christmas tree.
- 17) **Clapton Row Green:** To note one quotation to supply and plant Japanese Holly around Clapton Row Green. Two further quotations were being obtained.
- 18) **Environmental Action Group:** The committee to discuss and agree the option to re-establish an Environmental Action Working Group.
- 19) **Correspondence:** The committee to note correspondence received prior to the meeting.
- 20) **Items to note.** To receive reports for information only.
- 21) **Date of Next Meeting:** Wednesday 31st July 2024 at 7.00pm in the Salmonsbury Room.