

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 31st July 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

25th July 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 26th June 2024.**
- 4) **Matters Arising:**
 - a) Grass verge agreement with GCC Highways. – To receive an update.
 - b) To receive an update on the installation of the Victoria Cross plaque at the War Memorial on the village green.
 - c) Scouts offer of voluntary work – To note that a risk assessment was to be provided from the Scouts prior to carrying out the voluntary work on the flower beds in the village. Cllr Launchbury to update.
 - d) Public toilets – The committee to note that CDC had been asked to keep their public toilets open until 7.00pm in the summer months, due to the length of time people were staying in the village.
- 5) **Finance:**
 - a) To note the current Burials & Allotments and Village Maintenance Summary Report (**Paper 1**) and the Earmarked Reserves report (**Paper 1a**).
- 6) **Tree Survey:**
 - a) To discuss two emails received from residents of Willoughby Place regarding Periwinkle Bank and consider points raised with reference to tree quotes received (**Papers 2a & b**).
 - b) To discuss the Tree Quotes Summary and Recommendations and to approve recommended actions or agree further actions (**Paper 2c**).
- 7) **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) To ratify expenditure of approximately £31.66 +VAT by Clerk's delegated authority for purchase of two pairs of Post Buddies to repair the Cemetery fence by the PC's recreation inspector (photo in Dropbox)
 - d) Cllr Roberts to update committee on completion of Lych Gate repairs and feedback re Baptist Cemetery gate.
- 8) **Allotments**
 - a) The committee to note that a new sign at the allotments to explain that parking is for allotment tenants only has been installed.

- 9) **Village Maintenance:**
- a) Village Maintenance Contract: To receive an update on the progress of the scheduled works.
- 10) **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 receive an update from Cllr A Roberts on further maintenance of slabs along the riverside walk was required.
 - c) **Village Green Bookings:**
 - i) To consider a request from Bourton Rovers FC to amend August Bank Holiday football in the river event to include village fete & duck racing from 10am-2pm before football. Committee to approve extension & request £50 hire charge.
 - ii) To consider an application for Stow Active Youth to use the Village Green Sat 17th August 2024. **(Paper 3).**
- 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 – To receive three quotations to install dropped kerbs in the locations agreed arising from the Accessibility Audit undertaken. **(Paper 4).**
- 14) **Victoria Street Green:** To note the request received to install a hard surface on a portion of Victoria Street green outside The Old Aquarium after being reviewed by full Council on 3rd July 2024 and agree further actions.
- 15) **Christmas Tree:** To discuss and agree arrangements for the provision of the Christmas tree.
- 16) **Clapton Row Green:** To receive three quotations to supply and plant a hedge around Clapton Row Green. **(Paper 5).**
- 17) **North Cotswolds Rotary:** To consider an email request from President of North Cotswolds Rotary to ask about possible ways in which Rotary might be able to mark its 60th Anniversary with a seat/bench or similar to be used and enjoyed by the residents of Bourton on the Water. The Committee has already approved a request for a bench but the Rotary would like to ascertain if there were any other projects in the planning stage or in 2025 where it may be appropriate for Rotary to participate and increase our visibility in the community.
- 18) **Carbon Literacy Qualification** - Cllrs Samuel and Davis to deliver a short report on required actions by the Parish Council.
- 19) **Environmental Action Group:** The committee to discuss and agree the option to re-establish an Environmental Action Working Group.
- 20) **Correspondence:** The committee to note correspondence received prior to the meeting.
- 21) **Items to note.** To receive reports for information only.
- 22) **Date of Next Meeting:** Wednesday 11th September 2024 at 7.00pm in the Salmonsbury Room.