

## 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 11<sup>th</sup> September 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

5<sup>th</sup> September 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:** Cllr A Davis.
- 2) **Declarations of Interest:** To note.
- 3) **To receive and approve the minutes of the meeting held on Wednesday 31<sup>st</sup> July 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 extended the public toilets open times from 8.00am - 8.00pm in the summer months, and 8.00am – 6.00pm in the winter months.
- 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) Dropped Kerbs at Cemetery:
    - i) To note that CDC have agreed in principle for Tourist Levy Funds to be used to make adaptations to driveway kerbstones at Cemetery for wheelchair access onto grassed areas. Formal approval yet to be given.
    - ii) To agree to source quotes for delivery of the above work.
- 7) **Allotments:**
  - a) National Allotment Society – To consider joining at a cost of £55 + VAT annually to obtain free advice on allotment matters. To be added to the regular list of memberships for approval at the Annual Meeting following initial approval to join in 2024-25.
  - b) To note receipt of £100 from Moreton Show for Cemetery Lane Allotments winning first prize. Committee to agree how to spend prize money.
  - c) To agree date for next allotment inspections.
- 8) **Village Maintenance:**
  - a) Village Maintenance Contract: To receive an update on the progress of the scheduled works.
- 9) **Village Green:**
  - a) **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.
  - b) **Village Green Bookings:** To consider the schedule of applications for village green hire in 2025. (**Paper 2**).

- c) **Clearance of ditch:** To agree frequency of clearance of ditch in front of war memorial.
- d) **Village planters:** To note the village planters will be removed on 26th September 2024.
- e) **Bulb Planting:** Cllr B Hadley to update the committee on bulb planting on the village green.
- 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** – To receive an update on the installation of the three dropped kerbs in the locations agreed arising from the Accessibility Audit undertaken.
- 13) **Christmas Tree:** To receive an update on the arrangements for the provision of the Christmas tree.
- 14) **Clapton Row Green:** To note quotations already received and review an additional quotation to supply and plant a slow growing hedge around Clapton Row Green. **(Paper 3).**
- 15) **Review notes from Parish Walkabouts on 2nd and 16th August:** The committee to note that any identified items from the walk around on 2<sup>nd</sup> and 16<sup>th</sup> August had added to the draft updated Asset Register. PEC to review all other identified actions noted from the walkabouts on 2<sup>nd</sup> and 16<sup>th</sup> August and agree what to take forward and how/who. **(Papers 4).**
- 16) **Village Map at Rissington Road Car Park:** The committee to note the email received from CDC re village map at Rissington Road car park. Cllr Hadley to update the committee on the village map requiring to be updated.
- 17) **North Cotswolds Rotary:** To receive an update from Cllr Hadley regarding feedback from the North Cotswolds Rotary on either purchasing a new noticeboard to go by the public toilets or paying for some street art on the post box or electric boxes etc. in the village.
- 18) **Environmental Action Working Group:** To receive an update on the re-establishment of the Environmental Action Working Group.
- 19) **Tourist Levy Funding – new project required:** To note that CDC holds a balance of £4,000 from 2024-25. Committee to agree a suitable project for recommendation to Council to request funding from CDC.
- 20) **To discuss a motion by Cllr Jon Wareing, as deferred from full Council:** To form a working group to explore options for revitalisation of the village centre especially the High Street, Victoria Street behind the Victoria Hall and the alleyway that runs around the back of The Croft.
- 21) **Biodiversity Duty:** Cllr A Davis to do a presentation on how to access Biodiversity Duty information.
- 22) **Correspondence:** The committee to note correspondence received prior to the meeting.
- 23) **Items to note.** To receive reports for information only.
- 24) **Date of Next Meeting:** Wednesday 9<sup>th</sup> October 2024 at 7.00pm in the Windrush Room.