



Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre, Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ

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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 22nd January 2025 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](#)

Recording of Proceedings – *The law allows the public proceedings of Council and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted as is live or subsequent broadcast. Live commentary is not permitted.*

As a matter of courtesy, if you intend to record any part of the proceedings, please let the Clerk know prior to the date of the meeting.

Sharon Henley

Mrs Sharon Henley

Clerk

16th January 2025

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**
- 3) **To receive and approve the minutes of the meeting held on Wednesday 11th December 2024.**
- 4) **Action List (Paper 1):** To review progress with actions from the previous meeting.
- 5) **Finance:** To note the current Burials & Allotments and Village Maintenance Summary Report (**Paper 2a**) and the Earmarked Reserves report (**Paper 2b**).
- 6) **Churchyard & Cemeteries:**
 - a) To consider a request from St Lawrence Church PCC (Paper 3).
 - b) To approve costs of £1,040 + VAT including skip hire for grave levelling at the Cemetery. Skip hire to be funded from 2024-25 budget, grave levelling from 2025-26 budget.
- 7) **Village Green:**
 - a) **Village Green Risk Assessments:** To agree frequency and extent of regular inspections.
 - b) **Jubilee Oak Bench in VIP area:** To agree annual treatment by wood preserver and who to complete.
 - c) **To agree a date for removal of Village Green railings.**
- 8) **Accessibility Audit:** To receive an update from Cllr Roberts on the installation of dropped kerbs.
- 9) **Tree Survey 2024:** To receive a report on work completed, issues highlighted by tree surgeons and agree any further actions required.
- 10) **Working Group meeting 20th Jan:** To receive the following:
 - a) Feedback on the three Parish Walkabouts.
 - b) Christmas lights (**Paper 4**): To approve costs for replacement units to be added to 25/26 budget.
 - c) Feedback on the recent Christmas tree supply and installation and plans for this year's tree.
- 11) **Parish Walkabouts (Paper 5):** To receive notes of the fourth Parish Walkabout from Cllr Davis.
- 12) **Correspondence:**
- 13) **Items to note.** To receive reports for information only.
- 14) **Date of Next Meeting:** 7pm on Wednesday 26th February 2025 in the Salmonsbury Room.