



Bourton-on-the-Water Parish Council

Minutes of the Parish Environment Committee Meeting at 7.00pm held on
Wednesday 26th February 2025

in the Salmonsbury Room, The George Moore Community Centre

Those Present: Cllr B Hadley (Chairman), Cllrs S Coventry, A Davis, L Hicks, L Launchbury, M Samuel.

In Attendance: Kay Linnington (Locum Committee Clerk).

Members of Public: There were none.

Public Session: There were no members of the public present.

- 1) **Apologies for absence:** Cllr A Roberts
- 2) **Declarations of Interest:** Cllr B Hadley declared an interest in the Village Green Hire Applications – Village Fetes, Item 7.a as he is a Rotarian.
- 3) **To receive and approve the minutes of the meeting held on** Wednesday 22nd January 2025. The Committee RESOLVED that the minutes were a true record, and they were signed by the Chairman.
- 4) **Action List (Paper 1):** Progress was reviewed and actions agreed.
 - Repairs to the fence around the balancing pond at Stanway Green confirmed as ongoing.
 - The barrier at the rear of the wall at the War Memorial: Quote received for £100 for repainting; the Committee RESOLVED to approve for the Clerk to authorise under delegated authority.
 - Various outstanding maintenance actions awaiting improved weather conditions.
- 5) **Finance:** To note the current Burials & Allotments and Village Maintenance Summary Report (**Paper 2a**) and the Earmarked Reserves report (**Paper 2b**). The current Burials & Allotments and Village Maintenance Summary Report and the Earmarked Reserves report were noted.
- 6) **Churchyard & Cemeteries:**
 - a) To review and approve three quotes obtained for Cemetery hedge reduction (**Papers 3a, b & c**). The committee RESOLVED to approve Thomas Fox Ltd at £3,776. It was noted that work to be completed before the bird nesting season.
 - b) Memorial Inspections
 - i) To review outcomes of inspections (**Paper 4a**). The committee RESOLVED to defer major repair decisions pending insurer and ICCM advice.
 - ii) To receive report and recommendations from Assistant Clerk (**Paper 4b**) and agree further actions. Action: Allow more time for owners to respond before determining further action on the options and recommendations from the Assistant Clerk.
- 7) **Village Green:**
 - a) **Village Green Hire Applications:** To consider applications received (**Paper 5**). The committee RESOLVED to approve all listed applications, noting the need to monitor grass wear over the season.
 - b) **Village Green Railings:** To approve quote from idverde for installation & removal of temporary railings on the village green in November 2025 and March 2026 (**Paper 6**). The committee RESOLVED to approve the quote from idVerde.
 - c) **Village Green Risk Assessment (Paper 7):** To receive and approve the Village Green Risk Assessment and agree actions required. It was reported that the grill on the sluice gate in the ditch in front of the War Memorial on the Village Green was in need of an urgent repair due to a large hole that had appeared. The committee RESOLVED to approve recommended actions; maintenance delegated to Dave Perry and for the Clerk to obtain a quote for necessary repairs to the grill on the sluice gate in the ditch in front of the War Memorial on the Village Green.
 - d) **Hanging Baskets (Paper 8):** To review quote from Plantscape for delivery, installation and maintenance at a cost of £2,589.50 + VAT. The committee RESOLVED to approve the quote from Plantscape at a accost of £2,589.50 + VAT.
 - e) **Raised beds in Village Centre (Paper 9):** To review quote from Plantscape for planting, maintenance and watering over the season at £6,380 + VAT. The committee RESOLVED to agree that this should be submitted to the Tourist Levy due to lack of funds in the budget.

- 8) **Tourist Levy:** To agree a recommendation to full Council that the £40k for the regeneration of the Cheltenham bus stop area is reallocated to the project for regeneration of the area behind the war memorial due to difficulties with clarification of land ownership. The committee RESOLVED to approve the recommendation.
- 9) **To review Biodiversity Policy and duty (Paper 10).** Cllr A Davis reported that the Parish Council should be carrying out a Biodiversity audit. The committee RESOLVED to agree that we should action this.
Action: Cllr B Hadley to draft a document outlining examples of what has already been carried out so far and to include a plan of action going forward. There was a suggestion to involve the schools as a project.
- 10) **Grounds Maintenance Contract:** To agree proposal from Cllr Roberts to add additional strim of bund at The Naight in spring as well as autumn. The committee RESOLVED to approve the proposal from Cllr A Roberts.
- 11) **Trees**
 - a) Ash Dieback Project: The committee noted delivery of two crab apple trees, stakes and guards for planting on the Bund w/c 24th February. Cllr A Davis asked for it to be noted in the minutes that this has been made possible through the Ash Dieback project funding.
 - b) Memorial Tree: To consider a request to plant a memorial tree in the village. The committee RESOLVED to approve a memorial fruit tree to be planted in the Jubilee Orchard and have the option of a memorial plaque to be placed on the bench on the Village Green if they wish. However, the member of public would need to provide the plaque.
- 12) **Correspondence:** There were none.
- 13) **Items to note.** To receive reports for info only.
Cllr S Coventry reported that the wooden posts opposite Birdland need to be extended as people are parking on the grass. Action: to be added as an item to be discussed at the next meeting.
- 14) **Date of Next Meeting:** 7pm on Wednesday 12th March 2025 in the Salmonsbury Room.

There being no further business the meeting closed at 19.59 hours.