



## Bourton-on-the-Water Parish Council

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To Parish Environment Committee Councillors

25<sup>th</sup> April 2025

You are hereby summoned to attend a **Parish Environment Committee Meeting at 7.00pm on Wednesday 30<sup>th</sup> April 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.*

*Kay Linnington*

Miss Kay Linnington

Locum Committee Clerk

### 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 19<sup>th</sup> March 2025.
- 4) **Action List:** To review progress with actions from the previous meeting (**Paper 1**)
- 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) **Memorials:**  
To receive an update on memorial repairs (**Paper 3**)
- 7) **Allotments:** To agree date for next allotment inspections.
- 8) **Village Green:**
  - a) **Watering of Village Planter:** To receive an update.
  - b) **Village Maps:** To receive an update.
  - c) **Re-turfing Village Green:** To receive and approve an estimate from idverde for re-turfing village green (considered as part of Tourist Levy bid) (**Paper 4**)
  - d) **Regeneration of the area behind and to the West side of the War Memorial:** Update and agree next steps.
- 9) **Letters to Heaven Post box:** To consider a request from Kate's Home Nursing to accommodate a 'Letters to Heaven' post box. The idea is that they buy a post box and position it in the village so that people can then write and post letters to their loved ones. They would empty this post box and shred the letter for compost in a flower bed (email circulated to members on the 11<sup>th</sup> April 2025)

- 10) **Trees:**
- a) **Planting of memorial tree at Jubilee Orchard (as per item 11b from 26<sup>th</sup> February):** To receive an update and agree next steps
  - b) **Holm Oak on Village Green T82 (Paper 5a and 5b):**
    - a. To receive a report on urgent work instructed by the Clerk and ratify expenditure from the Tree budget.
    - b. To agree arrangements for planting of additional Holm Oak.
  - c) **Trees Survey Work (Paper 6):** To approve Tree Survey work required within 12 months of the previous survey, funding as included in the 2025-26 budget.
  - d) **Voluntary Tree Friend:** To note the resignation of the voluntary Tree Friend. To discuss future arrangements.
- 11) **Carbon Footprint Report:** To discuss a carbon footprint report (**Paper 7**)
- 12) **Biodiversity:** To receive and approve a quotation from quote from Gloucestershire Wildlife reference the biodiversity audit (**Paper 8**)
- 13) **Correspondence:**
- 14) **Items to note.** To receive reports for information only.
- 15) **Date of Next Meeting:** New Community & Services Committee to meet at 7pm on Wednesday 25<sup>th</sup> June 2025 in the Windrush Room, tbc.
- 16) **Confidential Session:** Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they relate to tenancy matters. As such, the press and public are excluded from this part of the meeting.
- 17) **Allotments:** To discuss an ongoing issue at the Piece Hedge site and agree further actions (**Confidential Paper 9**).