



Bourton-on-the-Water Parish Council

Minutes of the Parish Environment Committee Meeting at 7.00pm held on
Wednesday 19th March 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 and A Roberts.

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 M Samuel.
- 2) **Declarations of Interest:** None declared.
- 3) **To receive and approve the minutes of the meeting held on** Wednesday 26th February 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.
 - **Biodiversity audit:** Awaiting final costings before progressing with the funding application.
 - **Strategic planning for traffic and parking:** The need for external consultation was raised again. The Committee discussed potential funding sources, including the Tourist Levy.
- 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) Committee to resolve that the unspent amount of £406.25 for Memorial Safety Testing (Code 21049) is transferred to the Churchyard & Cemetery Maintenance EMR to maximise funds available for repairs in the next financial year. **Action:** The Committee RESOLVED to transfer £406.25 for Memorial Safety Testing (Code 21049) into the Churchyard & Cemetery Maintenance EMR for use in the next financial year.
 - b) **Memorials**
 - i) To discuss and consider the reasons for the PC to fund the repairs if the owner cannot be traced or is deceased (**Paper 3**)
 - ii) To resolve that the memorials with deceased or untraced owners are repaired at the Parish Council's cost at a maximum cost of £4,200 + VAT. **Action:** The Committee RESOLVED to approve repairs up to £4,200 + VAT, with ongoing efforts to locate owners.
- 7) **Village Green:**
 - a) **Bourton Rovers FC request:** To consider an application for Bourton Rovers FC to use the Village Green & River for duck racing & football in the river from 11am-2pm on Monday 25th August 2025. The Committee RESOLVED to approve Bourton Rovers FC's request to use the Village Green and river for duck racing & football on Monday 25th August 2025. It was noted that this is the 8th request.
 - b) **Village Green gate trash screen – War Memorial:** To discuss and agree further actions on the trash screen that covers the culvert in the ditch by the War Memorial – it was proposed at the last meeting as needing to be repaired/replaced. (**Paper 4**) The Committee reviewed the condition of the trash screen near the War Memorial and RESOLVED to keep it in place, ensuring it is replaced correctly after cleaning. **Action:** Add to the risk assessment (Dave Perry to monitor).
- 8) **Biodiversity:**
 - a) **Biodiversity Audit:** To receive an update. Cllr B Hadley reported that he was still awaiting cost estimates. Cllr A Davis suggested using 'Ordnance Survey' mapping tools to identify existing woodland and green spaces in the parish. This could provide valuable baseline data to support the Biodiversity Audit and inform future planning and conservation efforts.
 - b) **Grant Application to CNLF:** To approve submission of a grant application to Cotswolds National Landscape's Farming in a Protected Landscape programme to fund a Biodiversity Audit (**Paper 5**) The committee RESOLVED to progress with the application. **Action:** Cllr B Hadley is drafting the application.

- 9) **Grounds Maintenance Contract:**
 - a) **The Naight:** To approve a quote from idverde of £500 for an additional strim of the Bund at The Naight in the spring in addition to the autumn cut included in the maintenance contract. As per item 10, 26th February meeting. **Action:** The Committee RESOLVED to approve a £500 quote from idverde for an additional mid-year strim of the Bund.
 - b) **Birdland:** To discuss and propose further action on the wooden posts opposite Birdland as people are parking on the grass. The issue of cars parking on grass was discussed. **Action:** Send the matter to GCC Highways (Paul Hodgkinson) for resolution.
- 10) **GRCC's Village of the Year Award:** To discuss and consider entering Bourton on the Water in the GRCC's Village of the Year Award – Deadline 30th April 2025 (**Paper 6**). The Committee RESOLVED **not to** enter due to the time commitment required.
- 11) **Raised Flower Beds:** To receive an update on raised flower beds in front of Dial House. These were not selected for Tourist Levy funding. **Action:** idverde to continue clearing and replanting them under their contract.
- 12) **Proposed planting of memorial tree at Jubilee Orchard (as per item 11b from 26th February):** To clarify arrangements for planting and charging, if required. The Committee RESOLVED to approve that:
 - The resident must purchase and plant the tree.
 - The tree is subject to height restrictions and maintenance agreements.
 - **Action:** Cllr A Roberts will liaise with a tree volunteer who may be able to help and report back before we proceed further.
- 13) **Correspondence:** There were none.
- 14) **Items to note.**
 - The Clerk will submit entries for Moreton Show Allotments Competition (September 2025) at a cost of £30. **Action:** The committee requested that the annual entry for all 3 allotment sites to the Moreton Show to be a recurring action each year.
 - **VE Day Beacon Lighting – 8th May 2025 at 9:30 pm:** The Committee discussed advertising and bunting arrangements for the event. **Action:** Cllr L Hicks and Cllr L Launchbury volunteered to organise the setting up of the beacon and to purchase decorations from the RBL.
- 15) **Date of Next Meeting:** 7pm on Wednesday 30th April 2025 in the Salmonsbury Room.
- 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 Papers 7a & 7b**). The issue was discussed by the Committee. **Action:** The Committee RESOLVED to request a plot holder take action to maintain their plot. If this was not completed, the council would intervene to ensure the matter is resolved.

There being no further business the meeting closed at 19.48 hours.