

Minutes of the Bourton on the Hill Parish Council

The annual meeting of Bourton on the Hill Parish Council held on May 15th 2017 at 6.05pm in the Old School Hall.

In attendance: Cllr Andy Vigrass (Chairman), Cllr Liz Bowden, Cllr Tom Martin, Cllr Louise Davis and Cllr Peter Herbert with the Clerk Alexia Monroe. Members of the public: 0.

- 1.** Election of Chairman: Andy Vigrass agreed to stand and was proposed by Cllr Davis and seconded by Cllr Bowden and duly signed the declaration of acceptance form.

1.1 Election of Vice-chairman: Liz Bowden agreed to stand and was proposed by Cllr Herbert and seconded by Cllr Davis and duly signed the declaration of acceptance form.

- 2.** Welcome and Apologies for absence: Apologies were accepted from Cllr Jacquie Job and Cllr Mark Norton.

- 3.** Declaration of Councillors interests: None

- 4.** Minutes of the Parish Council meeting of 27th March 2017: The minutes having been circulated were signed by the chairman. Proposed by Cllr Vigrass and seconded by Cllr Herbert.

- 5.** Matters arising from the previous minutes:

5.1 Broadband meeting hosted by GRCC has been postponed until after the general election on June 8th. The Clerk to write to Geoffrey Clifton Brown asking what he has done for the parish especially on the issue of broadband speeds. A letter to Conservative Central Office calling for his de-selection may follow.

5.2 The top list of the Highways 'wish list' has been given to Cllr Lynden Stowe.

5.3 Middle bus shelter lights still need to be repaired. One person has come forward and offered to manage a defibrillator if one is installed in the Fenhill Close bus shelter once power has been installed.

5.4 The car washing business at Quarry Garage has re-opened but there are still issues with rain water and drainage at the entrance. The Clerk has reported the problem to Harry Robert of Highways. The Clerk to write a letter to Thames Water asking if the water is metered and what drainage facilities there are for the car washing business.

- 6.** Finance:

6.1 Finance report by the RFO. The first precept has been received from Cotswold District Council.

6.2 Approval for the Annual Governance Statement 2016/2017 on the Annual Return was signed by the Chairman and the RFO. Proposed by Cllr Vigrass and seconded by Cllr Davis.

6.3 Decision to accept the Standing Orders and Risk Assessments circulated by the Clerk earlier in the year. Proposed by Cllr Vigrass and seconded by Cllr Davis.

6.4 The accounts for 2016/2017 are finished but in draft form, they will be submitted to Dr Cathy Burgess the independent internal auditor in two weeks time. A date will need to be agreed once the internal is complete and the Annual Return needs to be signed.

6.5 Cheques signed: Alexia Monroe Clerk's office expenses £45.00 (cheque no.000053), Mark Penfold, mowing the verges £225.00 (cheque no.000049). Society of Local Council Clerks annual subscription of £139 is shared with Blockley Parish Council, Both PC's contribution is £23.17 (cheque no.000051); Aon UK Ltd £188.98 for public indemnity insurance (cheque no.000052); Alexia Monroe Clerk's annual meeting expenses £24.25 (cheque no.000050), Proposed by Cllr Bowden and seconded by Cllr Martin.

7. The Millennium Wood: The Clerk to purchase three owl boxes, Cllr Bowden will be responsible for the positioning of the boxes in the wood. Proposed Cllr Herbert and seconded by Cllr Davis. The Clerk to write to Mrs Towler about the nettles on Keytes Lane.

- 8.** Highways:

8.1 The Clerk has sent the map of the proposed white lines and designated parking spaces around the village and in particular the Old School Hall, again to Harry Roberts and Bob Skillern of Highways and Cllr Lynden Stowe.

8.2 The Clerk to report the repairs needed around the man hole covers especially as the Tour of Britain Cycle Race is coming through the village in September.

8.3 The five cars which had been parked for many years in Fenhill Close have now been moved.

8.4 Fire hydrants have been identified by the Fire Brigade so they can be found in an emergency.

8.5 The verge outside the Coach House has stones along its border. The Clerk to write to Harry Roberts to ask them to be removed.

- 9.** Planning:

There are no planning applications pending. Hillcrest bungalow will be demolished in the next month, the asbestos has to be removed safely.

- 10.** Correspondence Received: The Clerk has circulated emails and correspondence.

Urgent Matters to Report:

11.1 The cancellation of the bus route to Stratford upon Avon: Cllr Vigrass and Cllr Davis will write to Geoffrey Clifton Brown, Johnsons Bus Company and Cllr Lynden Stowe.

11.2 Charles Monroe is representing the Parish Council at the meeting for the Tour of Britain Cycle Race this evening.

- 11.** Meetings for 2017: July 24th, September 25th and December 11th.

The meeting closed at 7:20pm