

# **BOURTON PARISH COUNCIL**

The next meeting of Bourton Parish Council will be held on  
Thursday 27 January 2022 at 1900 hrs  
in the Village Hall

## **AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 23 November 2021**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
  - a) To approve payment to Fred Jefferies for work in December/January**
  - b) To approve payment to Clerk for March-December 2021 plus expenses**
  - c) To approve payment to S Hoskin for PAYE run**
  - d) To consider renewing annual membership of SLCC at £55.00**
  - e) To consider renewing annual membership to CPRE**
- 7. Planning Issues**
  - a) To note response to amended application at The Beeches**
  - b) To note planning permission granted for replacement of coping stones and internal alterations to bathroom at Cleycourt Manor**
- 8. Correspondence**
- 9. Any Other Business**
- 10. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND BUT PLEASE COMPLY  
WITH SOCIAL DISTANCING REQUIREMENTS AND WEAR MASKS

**Signed:**

**Dated:**

**MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD**  
**THURSDAY 27 JANUARY 2022 AT 1900 HRS**

**PRESENT**

Cllr N Ledingham  
Cllr D Swann  
Cllr S French  
Cllr A Knapp

**It was with great sadness that the Parish Council recorded the death of Councillor John Bean who had served the Council since 2001. His contribution to both the Parish Council and village life over the years has been immeasurable and it was acknowledged that he would be sadly missed by all. Condolences had been sent to his family.**

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE MEETING HELD ON 23 NOVEMBER**

The Minutes of the Parish Council meeting held on 23 November were unanimously approved by all present and were signed by the Chairman.

**4. MATTERS ARISING**

4a) The Casual Vacancy Notice had been posted on the noticeboard and website.

4b) The Clerk reported on her telephone call from the Headmaster at Pinewood School who, as a matter of courtesy, was informing the Parish Council about their intention to plant some trees as part of the celebrations for the Queen's Platinum Jubilee. Councillors expressed their interest in this initiative and were grateful to the Headmaster for keeping the Parish Council informed.

4c) The Clerk reported that her attempts to get FixMyStreet to remove moss on pavements in the village were unsuccessful. They were also unwilling to undertake this work in The Grove. However, Biffa had now confirmed that they would undertake this work and also clear the mud and weeds from the gutters in The Grove. They undertake routine clearing of gutters every 8 weeks. **(Post meeting note: Cllr French has confirmed that this work has now been done.)**

**5. QUESTIONS FROM MEMBERS OF THE PUBLIC**

AK had been approached about the state of the bridleway running from Steppingstone Lane to the canal. Whilst this is passable, the sides of the bridleway are very overgrown. AK had asked the Farm Manager if he could possibly cut the sides back but if this was not possible the Clerk was asked to report this to the Bridleways Officer. The Clerk reminded Councillors that there was unlikely to be any funding for such work from OCC and Cllr Bean had undertaken this duty for many years as an act of kindness to the village. **Action: AK/Clerk**

**6. FINANCE**

6a) No further invoices had been received from Fred Jefferies.

6b) It was unanimously agreed to pay the Clerk's salary from March – December 2021 and her expenses from January 2021 - December 2021 and a cheque for £979.08 was signed. A cheque for £386.15 was signed to HMRC to cover PAYE and NI.

6c) It was unanimously agreed to pay the Net Result for payroll processing and e-payslip production for two quarters and a cheque for £37.00 was signed.

6c) It was unanimously agreed to renew the subscription to SLCC and a cheque for £55.00 was signed.

6d) It was unanimously agreed to increase the membership gift to CPRE for one year and a cheque for £70.00 was signed.

## **7. PLANNING ISSUES**

7a) The response to the amended plans at The Beeches was noted.

7b) It was noted that planning permission had been granted for replacement of coping stones and internal alterations to bathroom at Cleycourt Manor.

## **8. CORRESPONDENCE**

All of the correspondence had been circulated by the Clerk.

## **9. ANY OTHER BUSINESS**

There was no other business.

## **10. DATE OF NEXT MEETING**

It was unanimously agreed that meetings need not be held every month. The next Parish Council meeting will take place on Monday 21 March 2022 at 1900 hr in the village hall.

Signed:

Date:

Cheques Issued:

M Brown £979.08 no 022080 (dated 27 January 2022)  
HMRC £386.15 no 022081 (dated 27 January 2022)  
The Net Result £37.00 no 022082 (dated 27 January 2022)  
SLCC £55.00 no 022083 (dated 27 January 2022)  
CPRE £70.00 no 022084 (dated 27 January 2022)