

BROCKWORTH PARISH COUNCIL

MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON WEDNESDAY 1ST AUGUST 2018 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT Cllrs: J Hunt (Chairman), Mrs C Neal, R Furolo, J Clarke, H Turbyfield, M Hobden, Mrs I German, Mrs J Styles, Mrs R Hatton, Mrs B Parrish and Mrs F Miles

In Attendance Cllr R Vines, Mrs M Smook (Clerk), Ms J McMahon (Assistant to the Clerk), Mr T Berry (Grant funding officer)

Members of Public Present: None

Members of Press Present: None

Meeting opened at 19:05

- 58/FC TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies received from Ms S Neal, F Green, Mrs C Green, Mrs K Mumford, Ms H Neal and Mrs C Joyce. The meeting accepted their apologies and reasons for absence.
- 59/FC DECLARATIONS OF INTEREST**
Cllrs H Turbyfield, Mrs R Hatton and R Furolo declared interests in all planning and licencing matters. Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo, and Mrs C Neal declared interests in matters concerning the Brockworth Youth Trust.
- 60/FC 15 MINUTE PUBLIC SESSION**
No public participation.
- 61/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
The Chairman had no report.
- 62/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
Cllr Vines reported that a new Highways operating area, called Northern, had been created which would cover Tewkesbury, Cheltenham and the surrounding northern areas of the County. The Area Manager would be Chris Riley, the local Highways Manager would still be Dave Pritchett. The Bamfurlong depot which had previously been a satellite working depot, would now become the main depot for the Northern area. Stroudwater would remain the main depot for the Southern area. An additional porta cabin at Bamfurlong added more office accommodation, but in the future, the intention was to create a fully operational depot including winter service and salt storage. This would also give Cheltenham, Tewkesbury and district councillors a great location for meeting their Local Highways Managers or Area Highway Representatives.
- 63/FC POLICE AND CRIME**
1. The meeting did not receive a report from the Police.
Cllr R Furolo reported that the mopeds that were causing the noise disturbance had been quite for 2 or 3 days but they were back again in the early hours of the morning. This again had to be reported to the police. **Action-Clerk**
- 64/FC MINUTES**
1. The meeting approved the Minutes of the Council Meeting held on 4th of July 2018.
2. The meeting approved the Confidential Minutes of the Council Meeting held on the 4th of July 2018.
- 65/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. The meeting received an update from the Clerk regarding actions agreed at the previous meeting.
- 66/FC BOROUGH COUNCILLORS' REPORT**
Cllr H Turbyfield reported that he attended an overview and scrutiny meeting. The grass cutting in Tewkesbury Borough would improve, as there was a change in the grass cutting contractors. Cllrs Turbyfield and Hunt also had a meeting with Jason Westmoreland from Tewkesbury Borough Council and Luke Ogden from Ogden's at the Shell land to discuss the drainage problems. The inlet and outlet of the drainage pipe had been located, but the pipe was blocked. There also seemed to be some contamination from the Shell garage into the culvert. This would be investigated by Jason. The culvert needed to be cleared with a mini digger.
Cllr Turbyfield also attended a meeting with Adrian Goode and Andy Sander from Tewkesbury Borough Council regarding S106 money for Brockworth. The S106 money for the Burial Ground was secured. Cllr Turbyfield was still working on access to the Burial Ground.
Cllr Mrs R Hatton reported that they attended a few functions during July as part of their mayoral duties. Tewkesbury Borough Council had started a campaign for people who would like to be Borough Councillors. They also attended a meeting regarding the A417 missing link.

Cllr R Furolo reported that he was now a member of the SAG group for the Cider Festival. He attended a meeting last Thursday. The meeting was attended by representatives of all the relevant bodies. The organisers for the festival had agreed that the safeguarding officers would attend a level 3 Safeguarding Course. 5 security firms from Birmingham would supply security officers for the festival. With regards to our concern regarding the traffic in Brockworth; there would not be any police to patrol Brockworth over the weekend of the festival. There may be some traffic wardens, but there was not a lot that could be done if driveways were blocked. There would be some officers from Tewkesbury Borough Council attending the festival to monitor that the license conditions were adhered to.

Cllr Furolo proposed that we write to the Chief Constable and request Police presence in Brockworth over the Cider Festival weekend as we have great concerns regarding potentially drunk people walking and driving in Brockworth. **Action-Clerk**

67/FC

WARD REPORTS

Cllr H Turbyfield reported that the hedges were blocking the traffic lights in Mill Lane and this was to be reported to Highways. **Action-Clerk**

Cllr M Hobden reported that the footpath from Hurcombe way to Mill Lane was disintegrated and this had to be reported to PROW. Weeds were also growing on the kerbs and a sweeper was needed to clean it. An enquiry had to be made to Tewkesbury as to when the road sweeping would be done. **Action-Clerk**

68/FC

BROCKWORTH YOUTH SERVICES UPDATES

1. The meeting received a written report from Brockworth Youth Trust.

69/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. The meeting received Play Park and Burial Ground updates from the Handy person. The meeting considered the quotes for the replacement of the height barrier in Mill lane car park. Cllr H Turbyfield proposed to accept the quote from Stopem. Seconded by Cllr J Clarke. All in favour. **Action-Clerk**

70/FC

FINANCE

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting received a report about the Parish Council and Community Centre Budgets.
3. The meeting approved the schedule of invoices totalling £4176.37+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
17/07/2018	DAVEJEN	July 2018 Window Cleaning	£80.00	£0.00	£80.00
17/07/2018	DAVEJEN	June 2018 Window Cleaning	£175.00	£0.00	£175.00
04/07/2018	DISHDIRE	Dishwasher detergent	£79.00	£15.80	94.80
09/07/2018	ENVESCA	Level 2 food safety training Louise	£44.10	£8.82	£52.92
09/07/2018	ENVESCA	Manual handling training	£51.00	£10.20	£61.20
17/07/2018	ENVESCA	Health and Safety management training	£165.00	£33.00	£198.00
09/07/2018	GLEBECO	Brockworth Grass Cutting Contract	£2023.58	£404.72	£2524.30
30/06/2018	GLEVUMS	Lock/Unlock services June 2018	£255.00	£42.50	£255.00
29/06/2018	PASS	PAT Testing training	£225.00	£45.00	£270.00
26/07/2018	SAFEFEN	5 x 2.5m fixed leg crowd control	£194.94	£38.99	£233.93
11/07/2018	SAWPROP	Repair log bench Mill Lane	£135.00	£0.00	£135.00
24/07/2018	SCOUTGR	Delivery Feb 2018 edition magazine	£234.00	£0.00	£234.00
24/07/2018	SCOUTGR	Delivery May 2018 edition magazine	£249.60	£0.00	£249.60
10/07/2018	SYSTEM	12 Boxes of paper	£137.88	£27.58	£165.46
26/07/2018	SYSTEM	Paper and various stationary	£127.27	£25.45	£152.72
		Totals	£4,176.37	£652.06	£4,881.93

4. The meeting received a schedule of payments made outside of meetings since 31st of May 2018:

DATE	PAYEE	DETAILS	AMOUNT
02/07/2018	Water Plus	Water Charges	£140.49
02/07/2018	SG Equipment	Dishwater Rental	£144.00
02/07/2018	Envesca	Health & Safety Support	£144.00
11/07/2018	GCC	LGPS Pensions	£349.56
11/07/2018	HMRC	Employer Contribution	£1107.12
13/07/2018	E. ON	Electricity Charges	£427.27

16/07/2018	Sage	Sage Software	£259.80
16/07/2018	Shire leasing	Telephone charges	£330.97
17/07/2018	KCC	Photocopier charges	£407.63
17/07/2018	TBC	Annual premises licence	£180.00
20/07/2018	DVLA	Details of vehicle causing damage in Mill Lane	£2.50
19/07/2018	ELAS	Employment Law	£123.60
25/07/2018	GCC	LGPS Pensions	£344.27
25/07/2018	HMRC	Employer Contribution	£899.88
26/07/2018	Virgin Media	Broadband CC	£36.00
26/07/2018	Virgin Media	Broadband Parish Council	£60.00
31/07/2018	All staff	Payroll	£7599.85

5. The meeting received a grant application from Brockworth Link for electrical repairs to the Library. The Council discussed the grant application and noted that the Brockworth Link had £48,963 in the bank according to the information on the grant application form. The electrical repairs were a maintenance running cost and should be budgeted for. Cllr R Furolo proposed that we not grant the money for the repairs. Seconded Cllr Mrs F Miles. All in favour. **Action-Clerk**

71/FC**BUILDING MATTERS**

1. The meeting discussed the request from Gloucester County Council for the Community Centre to be used as a Rest Centre in cases of emergency. Cllr M Hobden proposed that we make the Community Centre available to be used as a Rest Centre. Seconded by Cllr Mrs B Parrish. All in favour. **Action-Clerk**

72/FC**POLICIES AND PROCEDURES**

1. The meeting received and adopted the Emergency plan.
2. The meeting received a draft copy of the Lone Working Policy. Cllr R Furolo proposed to adopt the policy, seconded by Cllr Mrs R Hatton. All in favour.

73/FC**PLANNING AND LICENSING MATTERS**

1. The meeting considered the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
10/07/18 Revised plans	17/01211/FUL MOORFIELD	The Royal British Legion, Vicarage lane	Demolition of existing building and construction of Gospel Hall. Change of use from social club to place of worship (D1) 10.07.18 Amendment by submission of revised plans. The proposed Gospel Hall has been resided to the north-west corner of the site. As a result, the revisions also included changes to the layout of the parking provision.	<i>No objection Residents have asked for the trees to be left 03.05.2018</i> No Objection	
11.07.18	18/00680/FUL MOORFIELD	153 Ermin Street Brockworth	Demolish existing conservatory / single storey room and erect new single storey rear extension and front porch	No Objection	
17.07.18	18/00701/APP	Land Adjacent to Plot 2000, Delta Way, Gloucester Business Park	Erection of a new road and footpaths/cycleways to form a new access from Delta Way to Lobley's Drive to enable access to Plot 2000 Gloucester Business Park, together with associated landscaping and infrastructure. (Approval of reserved matters pursuant to outline planning permission 11/01155/FUL	No Objection	

2. The meeting noted planning and licensing Decisions by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
14/03/2018	18/00228/ADV MOORFIELD	The Chase Hotel, Shurdington, Brockworth	Replacement branding to hold 4no. Internally illuminated signs 20no. Non-illuminated signs	No Objection 05.04.18	Consent 02.07.2018
04/05/18	18/00399/FUL HORSEBERE	66 Abbotswood Road, Brockworth	Proposed single storey front extension and new pitched roof to existing bay window	No Objection 07.06.18	permit 14.06.2018

74/FC CORRESPONDENCE

To receive a list of correspondence for information (attached)

1. The meeting received the latest news and sector updates from GAPTC
2. The meeting received the State of the Borough Report from Tewkesbury Borough Council
3. The meeting received an email from McLoughlin Planning requesting a meeting to discuss the development of the land behind Tesco, between Hucclecote road and Golf Club lane. The council would like to meet with McLoughlin planning and requested the Clerk to arrange an evening meeting. **Action-Clerk**
4. The meeting received an email from a resident regarding poor internet speeds in Coopers Edge.
5. The meeting received an email from a resident regarding a bench for residents in Brockworth. The Council had problems in the past with benches near houses as people congregated at these benches and caused problems for residents. The Council was not prepared to install any benches at the moment as it caused too many problems in the past. **Action-Clerk.**

There being no other business, the Chairman closed the meeting at 20:50

Signed:

Date: