

## NOTICE OF ANNUAL PARISH COUNCIL MEETING

I hereby give notice that the annual meeting of Brockworth Parish Council will be held in Brockworth Community Centre, on **Wednesday 15<sup>th</sup> May 2019 at 7.00 p.m.**

**Members of the Council** are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.



(Clerk to the Council)  
9<sup>th</sup> May 2019

### Fire procedure

**In the event that the continuous alarm sounds you must evacuate the building by the nearest available fire exit. The nearest is at the bottom of the stairs and turn left.**

**Members and visitors should proceed to the assembly point which is at the back of the building next to the MUGA.**

**All Visitors and members should await further instructions and please do not enter the building.**

## AGENDA

- 01/FC TO RECEIVE APOLOGIES FOR ABSENCE**
- 02/FC TO ELECT A CHAIR OF THE COUNCIL FOR THE ENSUING YEAR AND RECEIVE THE CHAIR'S ACCEPTANCE OF OFFICE**
- 03/FC TO ELECT A VICE CHAIR OF THE COUNCIL**
- 04/FC DECLARATIONS OF INTEREST**  
Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.  
Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office.
- 05/FC 15 MINUTE PUBLIC QUESTION TIME**
- 06/FC TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES AND GROUPS**
1. Building Management Working Group (5 members)
  2. Human Resources Department (5 members)
  3. Appeals Panel (5 members)
  4. Burial Ground Working Group (5 members)
  5. Taxi Voucher Scheme Working Group (3 members)

- 07/FC TO APPOINT THE FOLLOWING OFFICERS AND REPRESENTATIVES**
- (I) Public Relations Officer
  - (II) Internal Reviewer of Accounts
  - (III) Flood/Snow Warden
  - (IV) Tree Wardens
  - (V) One Representative for the Brockworth Community Projects
  - (VI) One Representative for the Elderly Clubs Committees
  - (VII) One Representative for the Brockworth Allotments Association
  - (VIII) One Representative for the Gloucestershire Airport Consultative Committee meetings
  - (IX) One Representative for the Gloucestershire Playing Field Association meetings
- 08/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
- 09/FC POLICE AND CRIME**
1. To receive a report from the Police
- 10/FC MINUTES**
1. To approve the Minutes of the Council Meeting held on 3<sup>rd</sup> April 2019 (attached)
  2. To approve the Confidential Minutes of the Council Meeting held on 3<sup>rd</sup> April 2019(attached)
- 11/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. To receive an update from the Clerk regarding actions agreed at the previous meeting, for information purposes only (attached)
- 12/FC BOROUGH COUNCILLORS' REPORT**
- To receive reports from Borough Councillors for information purposes
- 13/FC BROCKWORTH YOUTH SERVICES UPDATES**
1. To receive a report from Brockworth Youth Trust. (attached)
- 14/FC PARKS, OPEN SPACES AND BURIAL GROUND**
1. To receive Play Park and Burial Ground updates from the Handyperson (attached).
  2. To receive a letter from GCC Highways records regarding an application for an additional footpath at Brockworth Court (attached)
- 15/FC FINANCE**
1. To receive the Management Accounts for the financial year to date (attached).
  2. To receive a report about the Parish Council and Community Centre Budget Reports (attached)
  3. To approve the schedule of invoices which are due payment (attached).
  4. To receive a schedule of payments made outside of meetings since 1<sup>st</sup> April 2019 (attached).
  5. To receive the quotes for the tree maintenance report works on the Burial Ground (attached)
  6. To receive the quotes for the tree maintenance report works on Pound Farm Playing Field (attached)
  7. To approve current signatories to remain signatories until a new mandate can be put in place (attached)
  8. To approve additional cheque signatories.
  9. To receive the yearly membership renewal for Institute of Cemetery and Crematorium Management (attached)
  10. To receive quotes for insurance renewal with optional extras (attached)
    - a. Inspire (page 9 of document 15/FC-10)
    - b. Hiscox (page 10 of document 15/FC-10)
    - c. Ecclesiastical (page 10 of document 15/FC-10)
    - d. Annual optional extra engineering quote Allianz
    - e. Annual optional extra cyber quotation OSR
  11. To receive a review of the contract prices for Glevum Security for 2019/20 (attached)
  12. To receive notification from TBC of deposit of the first half of 2019/20 Precept payment. (attached)
  13. To receive a grant application for Ullenwood Bharat Cricket Club (attached)
  14. To receive a quote from Mitchells for the renewal of type B maintenance agreement(attached)
- 16/FC COUNCILLOR TRAINING**
1. To decide a date for BPC Councillors training from GAPTC (attached)
  2. To receive an email from GAPTC regarding sector updates and training courses (attached)

17/FC

**PLANNING MATTERS**1. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
02.05.2019	19/00437/FUL WEST	40 Lasne Crescent, Brockworth,	Erection of a two-storey side extension and internal alterations		

2. To note planning Comments and Decisions by Brockworth Parish Council and Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
19.03.2018	18/00117/FUL HORSBERE	3 Guise Avenue, Brockworth, Gloucester	Single storey replacement side extension. Erection of a two-storey front extension. <b>Submission of revised plans 01.05.18 Consultation on planning application single storey replacement side extension.</b> <b>Erection of a two-storey front extension.</b>	Support 05.04.2018 No adverse comment 15.04.2018 No Objection 17.04.2019	
14.02.2019	19/00055/FUL HORSBERE	Land Adjoining Watermead Cottage, Kennel Lane, Brockworth	Erection of 5 New dwellings, including associated landscaping, parking and access <b>amendment 12.04.19</b> The revised documents relates to: revised site layout to address officers concerns regarding the potential; overbearing impact of the proposed dwellings (namely plots 2 and 3 on the residential amenity of neighbouring property and to take account of the recently approved scheme for 6 no. dwellings at Castle Lodge.	No Objection 17.04.19 No objection to the amendment 01.05.19	
05.03.2019	19/00224/FUL MOORFIELD	St Margarets, Coopers Hill, Brockworth	Erection of front boundary wall and gates. Extension of lower ground floor and formation of roof top car parking area.	No Objection 05.04.2019	permit 23.04.2019
13.03.2019	19/00245/OUT	16 Abbotswood Road, Brockworth, Gloucester	Outline Planning for 3 bed detached property. Eaves to be no higher than neighbouring property.	No Objection 05.04.2019	permit 29.04.2019
29.03.2019	19/00290/FUL	15 Wye Road, Brockworth, Gloucester	Proposed rear extension to provide a level access shower for the disabled occupant.	No Objection 17.04.2019	
29.03.2019	19/00289/FUL	101 Ermin Park, Brockworth, Gloucester	Single Storey Front bedroom extension, extending the bedroom for the disabled occupant.	No Objection 17.04.2019	

05.04.2019	19/00310/FUL	37 Mill Lane Brockworth	Replacement of front entrance stairs and landing area.	No Objection 17.04.2019	
15.04.2019	19/00369/FUL	12 Court Road Brockworth	Sub-division of existing flats to create additional one bedroom flat within existing building	No objection 01.05.2019	

**18/FC**

**CORRESPONDENCE**

To receive a list of correspondence for information (attached)

1. To receive an update from Gloucestershire Highways regarding the closure of Brockworth Road (attached)
2. To receive a letter of appreciation from a resident regarding Brockworth Parish Council Taxi Vouchers (attached)
3. To receive a notice from GCC regarding the road closure for A46 Painswick Road for Monday 27<sup>th</sup> May 2019 (attached)
4. To receive a notice from GCC regarding a temporary road Closure for Green Street from 24<sup>th</sup> April until 26<sup>th</sup> April 2019 (attached)
5. To receive an invitation to the annual meeting and Mayor making ceremony of Tewkesbury Borough Council (attached)
6. To receive a Newsletter from Jet Age Museum for May 2019 (attached)
7. To receive an email invitation for the Chairman from Help if we can to attend the annual show on 30<sup>th</sup> June 2019 (attached)
8. To receive an email from a resident regarding Ermin Street Traffic (attached)
9. To receive a notice from GCC regarding the temporary closure of footpath EBW/8 from 2<sup>nd</sup> May 2019 to 2<sup>nd</sup> November 2019 (attached)
10. To receive an email from PI Film Network (attached)
11. To receive an email from LGRC regarding the Local Council EXPO (attached)