

## 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 2 May 2018 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)  
26 April 2018

### 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.
- 05/FC 15 MINUTE PUBLIC SESSION**
- 06/FC TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES AND GROUPS**
1. Building Management Working Group (min 5)
  2. Human Resources Department (min 5)
  3. Appeals Panel (min 5)
  4. Burial Ground Working Group (min 5)
  5. Taxi Voucher Scheme (min 3)
  6. Review of Financial Reserves Working Group (min 5)

- 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 Youth Services
  - (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 CHAIRMAN'S ANNUAL REPORT**
- 09/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
- 10/FC POLICE AND CRIME**
- 1. To receive a report from the Police
  - 2. To receive correspondence of anti-social behaviour around Mill Lane Playing field (attached)
  - 3. To receive a letter from Inspector Godwin informing of PCSO for Brockworth Parish (attached)
- 11/FC MINUTES**
- 1. To approve the Minutes of the Council Meeting held on 4<sup>th</sup> April 2018 (attached)
  - 2. To approve the confidential minutes of the Council Meeting held on 4<sup>th</sup> April 2018 (attached)
  - 3. To receive the draft minutes of the Building Management Working Group from 11<sup>th</sup> April 2018 (attached)
- 12/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)
  - 2. To note that the Annual Parish Meeting is taking place on Wednesday 16<sup>th</sup> May 2018 at 7pm in the main hall.
  - 3. To receive a draft copy of statement of the Parish Council Accounts for the year ending 31<sup>st</sup> March 2018. This document will be presented at the Annual Parish Meeting on 16<sup>th</sup> May 2018. (attached)
- 13/FC BOROUGH COUNCILLORS' REPORT**
- To receive reports from Borough Councillors for information purposes
- 14/FC WARD REPORTS**
- To receive reports from Councillors in respect of the Wards which they represent, for information purposes only.
- 15/FC BROCKWORTH YOUTH SERVICES UPDATES**
- 1. To receive a report from Brockworth Youth Trust. (attached)
- 16/FC PARKS, OPEN SPACES AND BURIAL GROUND**
- 1. To receive Play Park and Burial Ground updates from the Handyperson (attached).
  - 2. To reconsider the use of the Shell Land for the charity event on 28th May 2018 OR receive public liability insurance documentation.
- 17/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 April 2018 (attached).
  - 5. To consider the quote from R. Eastwell - Upholsterer to recover 4 of the conference room chairs (attached)
  - 6. To consider the grant funding request for Brockworth Albion Youth Football Club (attached)
  - 7. To receive a review of the contract prices for Glevum Security Ltd (attached)
  - 8. To consider the quotes for electricity providers (attached)
  - 9. To consider annual membership of Friend of Fields in Trust. (attached)
  - 10. To reconsider GAPTC membership OR consider NALC membership (attached)
  - 11. To receive notification from TBC of deposit of first half of 2018/19 Precept payment. (attached)

**18/FC****STANDING ORDERS**

- To review and adopt Standing Orders (amendments to be resolved is attached).

**19/FC****PLANNING MATTERS**

- To consider the following planning matters:

| Date application received | Reference & Ward          | Location / Address   | Details of Application   | Comments from BPC | Decision |
|---------------------------|---------------------------|--|--|-------------------|----------|
| 04/04/2018                | 18/00289/FUL<br>MOORFIELD | 89 Ermin Street,<br>Brockworth,                                  | Demolition of side and rear extensions, erection of single storey front, side and rear extension                         |                   |          |
| 18/04/2018                | 18/00380/OUT<br>GLEBE     | Mill Croft<br>Cottage, 35<br>Goldfinch Walk,<br>Mill Lane        | Erection of new build, detached, 4 bed dwelling within boundary of existing house  |                   |          |
| 20/04/2018                | 17/01211/FUL<br>MOORFIELD | The Royal<br>British Legion,<br>Vicarage lane                    | Demolition of existing building and construction of Gospel Hall. Change of use from social club to place of worship (D1) |                   |          |
| 25/04/2018                | 18/00377/CLE              | Shed At Rear of<br>Azalea,<br>Cirencester<br>Road,<br>Brockworth | Builder's Yard within Use Class B8   |                   |          |

- To note planning Decisions by Tewkesbury Borough Council:

| Date received | Reference & Ward          | Location / Address                                       | Details of Application  | Comments from BPC             | Decision              |
|---------------|---------------------------|--|---|-------------------------------|-----------------------|
| 25/09/2017    | 18/00068/FUL<br>WESTFIELD | Castle Lodge,<br>Green Street,<br>Brockworth             | Demolition of Castle Lodge and erection of two new dwellings  | No<br>Objection<br>5.10.2017  | Permit<br>20.04.2018  |
| 31/01/2018    | 17/01379/APP<br>HORSBERE  | Plot 6200,<br>Gloucester<br>Business Park,<br>Brockworth | Approval of reserved matters pursuant to outline planning permission 11/01155/Ful (B1, B2 and B8 development, residential development and the construction of new estate roads) for access, appearance, landscaping, layout and scale of 45 addition car parking spaces and associated infrastructure in addition to those approved under planning permission ref: 17/00005/APP (Erection of a detached warehouse building for general industrial use (class B2), with associated access, landscaping and services infrastructure). | Support<br>08.02.2018         | Approve<br>23.04.2018 |
| 16/02/2018    | 18/00145/FUL<br>HORSBERE  | 99 Abbotswood<br>Road,<br>Brockworth                     | Erection of single storey rear extension  | No<br>Objection<br>08.03.2018 | Permit<br>05.04.2018  |
| 07/03/2018    | 18/00224/FUL<br>MOORFIELD | 35 Medway<br>Crescent,<br>Brockworth,<br>Gloucester      | Erection of a two-storey side extension and sub division of existing dwelling to create 2 maisonettes (amendments to application - 17-01204/FUL   | No<br>Objection<br>05.04.2018 | Permit<br>23.04.2018  |

**20/FC**

**CORRESPONDENCE**

To receive a list of correspondence for information (attached)

1. To receive a Press Release from Tewkesbury Borough Council regarding Tewkesbury Means Business (Attached)
2. To receive a Press Release from Tewkesbury Borough Council regarding Tewkesbury Farmer' and craft market (attached)
3. To receive a letter from Brockworth Link regarding a grant application refusal (attached)
4. To receive a letter from resident Mr Wedley regarding youth provisions funding (attached)
5. To receive an invitation for the fields in trust 2018 Annual General Meeting (attached)