

NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the meeting of Brockworth Parish Council will be held in Brockworth Community Centre, on **Wednesday 5th June 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.



(Assistant Clerk to the Council)
29th 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

- 24/FC TO RECEIVE APOLOGIES FOR ABSENCE**
- 25/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.
- 26/FC 15 MINUTE PUBLIC QUESTION TIME**
- 27/FC TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES AND GROUPS**
1. Community Committee (9 members)
2. Planning, Highways and Environment Committee (9 members)
3. Appeals Panel (5 members)
4. Building and Grounds Committee (9 members)
5. Finance Committee (9 members)
6. Human Resources Committee (7 members).
- 28/FC TO REVIEW THE TERMS OF REFERENCE FOR COMMITTEES**
1. To receive and review the terms of reference for committees (to be given at the meeting)
- 29/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**

30/FC

POLICE AND CRIME

1. To receive a report from the Police

31/FC

MINUTES

1. To approve the Minutes of the Council Meeting held on 15th of May 2019 (attached)
2. To approve the Minutes of the Extraordinary Council Meeting held on 29th May 2019 (attached)

32/FC

BOROUGH COUNCILLORS' REPORT

To receive reports from Borough Councillors for information purposes

33/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. To receive Play Park and Burial Ground updates from the Handyperson (attached).

34/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 30th 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 a cheque signatory that is not the Internal reviewer of accounts.
8. To receive the yearly membership renewal for Institute of Cemetery and Crematorium Management (attached)
9. To receive a grant application from Brockworth link (attached)
10. To receive a quote from Mitchells for the renewal of type B maintenance agreement (attached)
11. To approve the taxi voucher applications(attached)
12. To receive the year end accounts for 2018/19 as prepared by Brothertons (attached)
13. To receive the internal auditors, report for the year end accounts 2018/19 (attached)
14. To approve Section 1 - The Annual Governance statement for 2018/19 for submission to the external auditor (attached)
15. To approve Section 2 – The Accounting Statements for 2018/19 for submission to the external auditor (attached)

35/FC

COUNCILLOR TRAINING

To confirm the councillor's code of conduct training with Sara Freckleton.

36/FC

PLANNING MATTERS

1. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
16.05.2019	19/00398/APP	48 Astor Close, Brockworth, Gloucester	Application for the approval of reserved matters (appearance and landscaping) pursuant to outline planning permission no.17/00910/OUT for the erection of a detached dwelling with off street parking and extended dropped kerb.		

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	19/00290/FUL	15 Wye Road, Brockworth, Gloucester	Proposed rear extension to provide a level access shower for the disabled occupant	No Objection 17.04.19	Permit 16.05.19
14.02.2019	19/00289/FUL	101 Ermin Park, Brockworth, Gloucester	Single Storey Front bedroom extension, extending the bedroom for the disabled occupant.	No Objection 17.04.19	Permit 16.05.2019
19/03/2018	18/00117/FUL HORSBERE	3 Guise Avenue, Brockworth, Gloucester	Single storey replacement side extension. Erection of a two-storey front extension. Submission of revised plans 01.05.18 Consultation on planning application single storey replacement side extension. Werection of a two-storey front extension.	Support 05.04.18 No adverse comment 15.04.2018 No Objection 17/04/19	permit 23.05.2019
05.04.19	19/00310/FUL	37 Mill Lane Brockworth	Replacement of front entrance stairs and landing area.	No Objection 17.04.2019	permit 23.05.2019

37/FC

CORRESPONDENCE

To receive a list of correspondence for information (attached)

1. To receive an email from a resident regarding Brockworth Burial Ground (attached)
2. To receive a request for a bench at Brockworth Burial Ground (attached)
3. To receive an email from Jobcentre jobs to put a link on the website (attached)
4. To receive an email from a resident regarding the vegetation on the nature reserve (attached)
5. To receive a press release from TBC 'a new council for Tewkesbury Borough' (attached)
6. To receive a letter from a resident regarding having bee hives at the Nature Reserve (attached).
7. To receive an email from a resident regarding the fun fair at Mill Lane Playing field (attached)
8. To receive a request from Danter's funfair for the use of Mill Lane Playing field in 2020 (attached)
9. To receive an email from a resident regarding photos for all the councillors (attached)
10. To receive an email from Highways regarding temporary closure of a public footpath (attached)
11. To receive an email from Cheltenham and Tewkesbury Building Control Service regarding Street names for Land at Perrybrook to the North of Brockworth and to the South of the A417(attached)
12. To receive an invitation to the 82nd Annual General Meeting of GAPTC (attached)