



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 7th of August 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)
1st August 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

51/FC TO RECEIVE APOLOGIES FOR ABSENCE

52/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.

53/FC 15 MINUTE PUBLIC QUESTION TIME

54/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR

55/FC MINUTES

1. To approve the Minutes of the Council Meeting held on 3rd of July 2019 (attached)
2. To note the draft Minutes of the Building and Grounds Committee meeting held on Wednesday 19th June 2019 (attached)
3. To note the draft Minutes of the Finance Committee meeting held on Wednesday 3rd of July 2019 (attached)
4. To note the draft Minutes of the Planning, Highways and Environment Committee meeting held on Wednesday 10th of July 2019 (attached)
5. To note the draft Minutes of the Community Committee meeting held on Wednesday 10th of July 2019 (attached)

56/FC BOROUGH COUNCILLORS' REPORT

To receive reports from Borough Councillors for information purposes

57/FC COMMITTEE REPORTS

To receive a verbal report from the Chairman of the following Committees.

1. Planning, Highways and Environment Committee
2. Building and grounds Committee
3. Human Resources Committee
4. Finance Committee
5. Community Committee

58/FC TO ELECT AN ADDITIONAL MEMBER FOR THE PLANNING, HIGHWAYS AND ENVIRONMENT COMMITTEE.

59/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 June 2019 (attached).
5. To receive a grant application form from Coopers Edge Football Club (attached)
6. To receive a quote from AVT for the service inspection of the dual submersible pumping station (attached)
7. To receive and approve the quote from Roy Balgobin for a staffing review (attached)
8. To receive an email from Adrian Goode regarding the funding for the Community Centre Extension (attached)
9. To receive an email from Adrian Goode regarding the replacement of litter bins with mixed waste bins (attached)
10. To receive the Lease agreement for the Dishwasher (attached)
11. To approve the yearly subscription of a brown bin for the burial ground. (attached)
12. To receive an update on the bank signatories.
13. To agree purchase of laptop for minutes taking purposes.
14. To agree to clear the corridor of the nature reserve on Green Street.
15. To discuss and approve the amount to vire from Special projects reserve to the Grant Funding account.

60/FC COUNCILLOR TRAINING

1. To receive and email from Tewkesbury Borough Council regarding dates for councillor's code of conduct training (attached)

61/FC PARISH MAGAZINE

1. To receive the contracts for the 3 photo copier machines (attached)
2. To discuss the alternative use of the photo copier machines
3. To discuss the cancellation of the production of the parish magazine
4. To receive letters/emails of complaint regarding the cancellation of the parish magazine (attached)

62/FC BROCKWORTH FETES/FAYRES

1. To approve the date 25th May 2020 for the Brockworth Parish Fete at Mill Lane playing field
2. To discuss holding an autumn fayre in Brockworth as per requested by the Community Committee.

63/FC PLANNING MATTERS

1. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
15/07/2019	19/00691/FUL	6 Sayers Crescent, Brockworth, Gloucester	Erection of a single storey side/rear extension.		

2. To note planning and licensing Decisions by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
07.06.2019	19/00496/FUL	95 Ermin Park, Brockworth, Gloucester	Erection of a single storey rear extension and front porch	No objection 27.06.19	Permit 19.07.2019

12.06.2019	19/00541/FUL	Silverstone, Vicarage Lane, Brockworth	Erection of a single storey side extension and alteration of existing rear extension	No objection 27.06.19	Permit 24.07.2019
20.06.2019	19/00349/FUL	Hillcrest 42 Ermin Street, Brockworth	Demolition of existing conservatory & erection of a single storey rear extension.	No objection 27.06.19	Permit 24.07.2019

64/FC

BROCKWORTH COMMUNITY CENTRE

1. To agree a schedule for a councillor surgery at Brockworth Community Centre
2. To review and approve keyholders for Brockworth Community Centre
3. To approve installing a panic button in reception and to acquire quotes.
4. To approve the reactivation of CCTV on the monitor in reception.

65/FC

TO APPROVE SETTING UP PARISH COUNCIL EMAILS FOR EACH COUNCILLOR

66/FC

TO APPROVE A 2ND COUNCILLOR TO UPDATE THE BROCKWORTH PARISH COUNCIL WEBSITE.

67/FC

TO APPROVE THE EMPLOYMENT OF A LOCUM CLERK

68/FC

TO CONFIRM AGENDAS, MINUTES FOR FULL COUNCIL, AND FINANCE TO BE COMPLETED BY THE CLERK

69/FC

TO CONFIRM AGENDAS, MINUTES FOR PLANNING AND COMMUNITY TO BE COMPLETED BY THE ASSISTANT CLERK

70/FC

TO APPROVE BUILDING AND GROUNDS, HUMAN RESOURCES AGENDA, MINUTES AND ACTIONS TO BE COMPLETED BY LOCUM CLERK UNTIL STAFFING REVIEW HAS BEEN COMPLETED AND AGREED.

71/FC

TO APPROVE SET UP A COUNCILLOR ACCOUNT ON THE COMPUTERS AND APPROVE USERS OF THE PARISH COUNCIL COMPUTERS AND ACCESS RESTRICTIONS.

72/FC

TO DISCUSS AND APPROVE COMMITTEE'S MEETINGS SCHEDULE

73/FC

CORRESPONDENCE

To receive a list of correspondence (attached)

1. To receive a letter from Brockworth Albion Football Club regarding Temporary Ground Improvements at Mill Lane Playing Fields. (attached)
2. To receive an email from Brockworth Youth Trust (attached)
3. To receive a letter from a resident requesting free room hire (attached)
4. To receive a press release from Tewkesbury Borough Council regarding EU settlement scheme (attached)
5. To receive an email from a resident regarding the clean up of Mill Lane Playing field (attached)
6. To receive an email from Gloucestershire County Council regarding and update on a new library vehicle (attached)
7. To discuss an email from a resident about restricting the access to Mill Lane Playing Field (attached)
8. To receive an email from a resident regarding overgrown vegetation in Lea Road (attached)
9. To receive an email from a resident regarding overgrown strip at 19 Green street (attached)