

Minutes of COMMUNITY COMMITTEE MEETING

held in Brockworth Community Centre on **Thursday 5th December 2019 at 1900 hrs**

1.	Welcome from Chair of Committee
2.	Attendance recorded as Councillors' C Carter, D Harwood, L Gerrard, C Parry, R Hatton,
3.	Committee received apologies for absence Cllrs J Mills C Evans. Non attendance Cllrs W Stevens, S Stevens,
4.	Committee received no declarations of interests on matters on the agenda
5.	Committee approved draft minutes of meeting held on 15 th November 2019
6.	Public session at the discretion of the Chair of Committee- No members of the public attended
7.	Committee discussed update on Scarecrow charity event, - Councillor Gerrard- cfwd
8.	Councillors' Gerrard and Carter provided update on business liaison work - cfwd
9.	Committee discussed update on British Legion events – VE Day (8 th May) Working party- Community Administrator update needed on this event especially- Event plan needed Lead Councillor Parry to book hall through official channel Working party to be led by Councillor Parry Bring your own food
10.	Committee discussed Christmas Fayre update -14 th December Clarify food provision /purchase – Lead Councillor Gerrard Parish Council are doing tombola Parish Council are doing tea/coffee & mince Pies Bouncy Castle and face painting to be added to event planner Santa grotto £2.50 with present – Brockworth Link Music through TV in foyer to be arrange- Business Clerk
11.	Committee discussed Parish Fete update - Late May Bank holiday Temporary events notice Cllr Harwood- less than 450 visitors on field Portaloo Quotation 2 Friday to Tuesday the number needed (2 in pavilion) need enough to cover 450 visitors cots £174 (inc VAT)- agreed Committee agreed to use ST Johns Ambulance in the sum of £96 plus VAT= £115.20
12.	Committee discussed update February 23rd " thank you event " for volunteers – 2 to 4pm time of booking to be confirmed- Community Administrator - Letter to Churches and Library to nominate community volunteers / Business Clerk to nominate volunteers on Parish Council- Community Administrator to clarify flyers to schools? Posters/website asking for nominations. Letters to be sent to Community Administrator by Tuesday 14 th January, Working party will then agree an invitation list on Wednesday 15 th January.
13.	Committee noted update on planting scheme from Officers and Councillor Gerrard
14.	Committee noted update for the Christmas Tree event -Cllr Parry.
15.	Financial report – Committee discussed actual against budget –November 2019 Good citizen award is being used for the thank you event Committee delegated to committee clerk to approve 1 specific taxi voucher application

16.	Committee agreed to arranging a meeting for Homeshare Service to explain to Council their services. Community Administrator to invite to next Committee meeting
17.	Committee agreed for welcome leaflet for new residents (cost in region of £100 per 400 copies) to be available in the parish Council office. Councillor Gerrard and Business Clerk to design/edit. Delegated to Business Clerk to organise after approval by Councillor Gerrard
18.	Committee agreed to replace windows in the Shurdington Road notice board and delegated Business Clerk to seek quotations
19.	Committee received update on representative from Plymouth Brethen and would like Business Clerk to arrange a mutually convenient time for an informal meeting
20.	Committee discussed content –for next newsletter which is due for committee to approve January meeting and therefore additional committee date is needed- Councillor Gerrard to lead. The newsletter must be put on the website and the committee approved printing of 100 copies. Committee clerk to email the Glos Police link for burglary.
21.	Committee approved policy regarding filming
22.	Committee noted correspondence with positive feedback regarding poppies in village
	<p>Date of next meeting 4th February and working group 15th January</p> <p>Review of grant policy at February meeting- Business Clerk to draft</p> <p>Review of taxi voucher scheme to be put into a draft policy – Business Clerk to draft</p> <p>Meeting closed 20.17</p>