

BROCKWORTH PARISH COUNCIL

MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON WEDNESDAY 5TH DECEMBER 2018 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT Cllrs: J Hunt (Chairman), J Clarke, H Turbyfield, M Hobden, Mrs J Styles, Mrs R Hatton, F Green, Mrs C Green, R Furolo, Mrs K Mumford, Ms S Neal, Mrs B Parrish, and Mrs F Miles
In Attendance Cllr R Vines, Mrs M Smook (Clerk), Ms J McMahon (Assistant to the Clerk)

Members of Public Present: None
Members of Press Present: None

Meeting opened at 19:00

- 120/FC TO RECEIVE APOLOGIES FOR ABSENCE**
 Apologies received from Mrs I German, Mrs C Neal, Mrs C Joyce, Ms H Neal
 The meeting accepted their apologies and reasons for absence.
- 121/FC DECLARATIONS OF INTEREST**
 Cllrs H Turbyfield, R Furolo and Mrs R Hatton declared interests in all planning and licencing matters.
 Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo and Mrs K Mumford declared interests in matters concerning the Brockworth Youth Trust.
 Cllr J Clarke declared interests in Agenda item 132/FC-12.
- 122/FC 15 MINUTE PUBLIC SESSION**
 No public participation.
- 123/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
 The Chairman had no report.
- 124/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
 Cllr R Vines reported that Gloucestershire County Council voted on the changes in the governance of Gloucestershire Fire and Rescue Service where the PCC takes on responsibility for Gloucestershire Fire and Rescue Service in much the same way he currently does for Gloucestershire Constabulary. The role would become the Police, Fire and Crime Commissioner. Gloucestershire County Council voted against the proposal to transfer the governance of Gloucestershire Fire and Rescue service from the County Council to the Police and Crime Commissioner. GCC called on the Police and Crime Commissioner to abandon the plan. If he did not, GCC would approach the Home Secretary to reject it.
- 125/FC POLICE AND CRIME**
 1. The meeting received an email from Gloucestershire Constabulary regarding the policing of the A417 between Crickley Hill and Cirencester.
- 126/FC MINUTES**
 1. The meeting approved the Minutes of the Council Meeting held on 7th of November 2018
 2. The meeting received the draft Minutes of the Burial Ground Working Group meeting held on the 7th of November 2018 (attached)
- 127/FC REPORT FROM THE OFFICER OF THE COUNCIL**
 1. The meeting received an update from the Clerk regarding actions agreed at the previous meeting.
- 128/FC BOROUGH COUNCILLORS' REPORT**
 Cllr R Furolo reported that Tewkesbury Borough Council also voted against the changes in the governance of Gloucestershire Fire and Rescue Service. Cllr Furolo also reported that the budget for TBC was almost complete. The cost cutting exercise at TBC continued without cutting any of the services. Cllr Furolo also reported that empty houses, that had been empty for over 2 years, would be taxed 150% of the council tax. There were a lot of appeals against this practice, but every appeal was turned down.
- Cllr H Turbyfield reported that he was still working at obtaining access to the burial ground. We would not be able to obtain access at the top end of the burial ground anymore, as Natural England were not willing to give permission that the hedge be cut to gain access to the burial ground. The access had to be moved to the bottom of the burial ground. This access road would only be used for internments and not for visitors to the burial ground or cremations. There had been 10 internments a year on average and we would need the road to last at least for a minimum of 100 years. A gate would be out of the question, it would have to be cordoned off with pollards.
- Cllr Mrs R Hatton reported that they attended a lot of functions during November as part of their mayoral duties.
 Cllr Hatton also provided the meeting with some statistics from Tewkesbury Borough Council.

The total number of active applications on the housing register was 2123 for the second quarter; 1115 for 1 bed house; 637 for 2 bed houses; 272 for 3 bed houses; 73 for 4 bed houses; 22 for 5 bed house and 4 for a 6-bed house.

The breakdown of bands are; Gold 101, Silver 616, Bronze 1366 and Emergency 40.

There were 816 issues raised with Citizens Advice. 24% were relating to benefits, 21% relating to debt, 11% relating to employment, 11% relating to relationships and 7% relating to housing. Of the 816 clients seen with 1774 issues, the heaviest demand was in Brockworth with 100, Coombe Hill with 34, Tewkesbury Priors Park with 70, Cleeve St Michael with 62 and Churchdown St Johns with 31.

129/FC

WARD REPORTS

Cllr H Turbyfield reported that planning permission to extent the drop kerb at the back of the building was not need as it was an existing drop kerb. It would be better if the gate could be moved. The Clerk was requested to obtain prices for the extension of the drop kerb and the moving of the gate. **Action-Clerk**

Cllr M Hobden reported that the streets in Brockworth needed cleaning by a sweeper. TBC/UBICO needed to be contacted to request a road sweeper. **Action-Clerk**

Cllr Mrs F Miles reported that there was a little motorbike driving in Abbotswood road in the middle of the road, with no light on and the driver was not wearing a helmet. Cllr Miles also enquired if volunteers were allowed to clean the Nature Reserve of Green Street. **Action-Clerk**

130/FC

BROCKWORTH YOUTH SERVICES UPDATES

1. The meeting received a written report from Brockworth Youth Trust.

131/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. The meeting received Play Park and Burial Ground updates from the Handyperson.
2. The meeting reviewed the specifications for the grass cutting contract and would like to offer a 2 year grass cutting contract. In addition the yearly maintenance of the Nature Reserve off Green Street should be added to the specifications. **Action-Clerk**

132/FC

FINANCE

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting received a report about the Parish Council and Community Centre Budgets.
3. The meeting approved the schedule of invoices totalling £3,483.24+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
26/11/2018	DAVEJEN	Window cleaning November 2018	£85.00	£0.00	£85.00
28/11/2018	DISHDIRE	Dishwashing detergent	£39.50	£7.90	£47.40
06/11/2018	GLEBECO	Grass Cutting Contract	£1,725.25	£345.05	£2,070.30
05/11/2018	JRBENTE	50 000 Dog Bags	£479.50	£95.30	£571.80
05/11/2018	NISBETS	Water Filter	£101.96	£20.40	£122.36
22/11/2018	NISBETS	Various crockery and safety shoes x 3	£308.45	£61.70	£370.15
13/11/2018	PESTCTRL	Pest control service	£70.00	£14.00	£84.00
05/11/2018	SYSTEM	Paper	£62.45	£12.49	£74.94
16/11/2018	SYSTEM	Various Stationary	£47.74	£9.55	£57.29
		Totals	£2,919.85	£566.39	£3,483.24

4. The meeting received a schedule of payments made outside of meetings since 30th of October 2018:

DATE	PAYEE	DETAILS	AMOUNT
01/11/2018	Water Plus	Water Charges	£140.49
01/11/2018	SG Equipment	Dishwater Rental	£144.00
01/11/2018	Envesca	Health & Safety Support	£144.00
08/11/2018	GCC	LGPS Pensions	£312.44
08/11/2018	HMRC	Employer Contribution	£1394.83
08/11/2018	GCC	LGPS Pensions	£317.42
08/11/2018	HMRC	Employer Contribution	£1662.20
09/11/2018	E. ON	Electricity Charges	£496.72
12/11/2018	SSE	Gas Charges	£172.93
12/11/2018	Nest	Pensions	£687.50
16/11/2018	Sage	Sage Software	£259.80
22/11/2018	ELAS	Employment Law	£123.60
26/11/2018	Virgin Media	Broadband CC	£33.90
26/11/2018	Virgin Media	Broadband Parish Council	£57.90
30/11/2018	All staff	Payroll	£ 7636.52

5. The meeting received the Burial Ground Working Groups recommendation for a price increase of the Burial ground fees. Cllr R Furolo proposed that the following recommendations be accepted: Child burial to be increased to £120.00, Adult burials to be increased to £420.00, Coffin exceeding 7ft 2 ins long or 32 ins wide to be increased to £485.00, Exclusive burial rights to be increased to £300.00, Transfer and re-registration of Exclusive Rights to be increased to £50.00, Interment of ashes to be increased to £120.00, Double interment of ashes to be increased to £180.00, Right to erect a memorial stone to be increased to £145.00, Horizontal cremation tablet to be increased to £110.00, Any inscription after the first one to be increased to £60.00, and the administration fee for exhumations to be increase to £40.00. Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk**
6. The meeting received a quote for the removal of wooden climbing logs in Mill Lane playing field from Glebe Contractors. Proposed by Cllr H Turbyfield to accept the quote, Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk**
7. The meeting considered quotes for cleaning of the Community Centre carpets. Cllr Ms S Neal proposed to accept the quote from Vapor Clean. Seconded by Cllr Mrs F Miles. All in favour. **Action-Clerk**
8. The meeting considered the photocopier renewal prices. Cllr R Furolo proposed to renew the photocopiers with Annodata and to obtain another photocopier to print the Parish Magazine. Seconded by Cllr J Clarke. All in favour. **Action-Clerk**
9. The meeting received a grant request from Great Western Air Ambulance Charity. Cllr F Green proposed to grant £300. Seconded by Cllr Mrs F Miles. All in favour. **Action-Clerk**
10. The meeting considered the draft annual budget for 2019/20. Cllr Ms S Neal proposed to increase nominal code 5125 Training to £1500, nominal code 6115 Electricity charges to £6000 to allow for increase in electricity usage if air conditioning units were being installed in the building. Final budget with amended figures would be presented to the Full Council in the January 2019 meeting. **Action-Clerk**
11. The meeting considered renewing the Small Lottery Permit. Cllr R Furolo proposed to renew the permit. Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk**
Cllr J Clarke left the room
12. The meeting received a grant request from Gloucestershire Airport Staverton. Cllr F Green proposed to grant them £250. Seconded by Cllr R Furolo. All in favour. **Action-Clerk**
13. The meeting considered quotes to supply and install air conditioning units in the Community Centre Cllr R Furolo proposed the he and the Clerk meet with Mitchells again to obtain a complete quote which would include all the exclusions from the quote. **Action-Clerk**
14. The meeting considered quotes for the outside dining area. Cllr R Furolo proposed to accept the quote from Morgan Supplies. Seconded by Cllr Ms S Neal. All in favour. **Action-Clerk**
15. The meeting considered a quote for tree hazard survey and report for the Burial ground and Pound Farm Playing Field. Cllr Ms S Neal proposed to accept the quote from the Tree Survey Company. Seconded by Cllr J Clarke. All in favour. **Action-Clerk**
16. The meeting received a report from the taxi voucher meeting and approved the budget amount for 2018/19. Cllr R Furolo proposed to keep the amount per applicant at £50, and to not just £50 per family. Seconded by Cllr J Clarke. 9 in favour, 3 against, motion carried.
17. The meeting considered renewing the GRCC Membership. Cllr R Furolo proposed not to renew the membership. Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk**

133/FC**GRANT FUNDING**

1. The meeting received an update from the Grant Funding Officer regarding the grant obtained from Gloucester County Council.
2. The meeting received an email from Tewkesbury Borough Council regarding Section 106 - Current Live Expressions of Interests. The Clerk should email TBC and inform them that we were interested in applying for the S106 money. The decision to what the money would be used for, would be taken at the January 2019 Full Council Meeting. **Action-Clerk**

134/FC**PLANNING AND LICENSING MATTERS**

1. The meeting considered the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
28.11.2018	18/01149/FUL MOORFIELD	35 Medway Crescent, Brockworth, Gloucester	Demolish existing outhouse and erect a bungalow.	No Objection

2. The meeting noted planning and licensing Decisions by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
26.09.2018	18/00908/FUL HORSBERE	17 Oak Drive, Brockworth, Gloucester	Erection of a single storey side extension and detached garage. Installation of brick outer skin around existing dwelling.	No Objection 04.10.2018	Permit 12.11.2018
13.10.2018	18/01012/FUL WESTFIELD	199 Hucclecote Road, Hucclecote Gloucester	Rear Single Storey Extension and loft conversion.	No Objection 08.11.2018	Permit 26.11.2018

135/FC**CORRESPONDENCE**

The meeting received a list of correspondence for information

1. The meeting received a letter of thanks from the Welcome Club.
2. The meeting received a letter from Arkell and Hurcombe.
3. The meeting received an email regarding the temporary closure of the Hempsted Household Recycling Centre.
4. The meeting received an email from Michael Ratcliffe regarding Restore Emergency at Cheltenham Hospital.
5. The meeting received a press release from Tewkesbury Borough Council regarding Stop and search reveals waste being transported illegally.
6. The meeting received the dates for 2019 Full Council Meetings.
7. The meeting received an email from GCC Highways regarding the road closure of Brockworth Road from the 25th of January 2019 to the 7th of February 2019. The meeting requested the clerk to contact the Highways Manager and obtain the reason for the road closure. **Action-Clerk**
8. The meeting received a letter of thanks from the Brockworth Surgery.
9. The meeting received a press release from Tewkesbury Borough Council stating that TBC is the first in country to offer dedicated business Growth HubStop.
10. The meeting received a press release from Tewkesbury Borough Council regarding voluntary and community sector forum

136/FC**STAFFING MATTERS**

1. Confidential business set out in Appendix 1.
Standing Order 10A-xi to exclude the press and public from the meeting in respect of confidential or sensitive information which is prejudicial to the public interest.

There being no other business, the Chairman closed the meeting at 21:15

Signed:

Date: