

Minutes of the **PARISH COUNCIL MEETING** of Brockworth Parish Council held in Brockworth Community Centre, on **Wednesday 2nd October 2019 at 7.00 p.m.**

1.	Attendance recorded from Councillors D Harwood (Chair), L Gerrard, , A Georgiou, C Evans, R Hatton, J Mills, S McNeil. C Carter C Parry and P Kotwica, signing in sheet distributed (10)
2.	APOLOGIES from Councillors G Evans, N John, H Morris, S Stevens and W Stevens received and absences to be recorded Council noted the resignation of Councillors S Neal (east) and C Neal (west) have been received and confirmed the wards that they represented in order for the clerk to inform TBC, who will prepare the necessary notices and following that an election will be called if 10 or more electorates call for an election or if not co-option vacancy will be advertised . clerk to write a letter in thanks. Future agenda item for co-option criteria. Clerk to forward more information on Co-option process to Councillors
3.	Council approved dispensations as requested by Councillors Parry (BYT), S Stevens (BRC), Harwood (BYT) and Mills (BYT) (moved from item 26)
4.	DECLARATIONS OF INTEREST were invited for matters on the agenda. Councillor R Hatton declared an interest on BYT agenda item
5.	No members of the public attended
6.	County and Borough Councillors were invited to present reports Cllr Gerrard discussing grants with TBC officers Cllr Harwood /Cllr Carter – Climate emergencies discussed on Borough buildings Cllr Gerrard /Cllr Carter - has been following up Waste Collection systems- residents to be encouraged to report missed collections Cllr Carter – has been attending training courses as a Borough Councillor
7.	Draft Minutes of the meeting held on 4 th September were approved and signed
8.	Matters brought forward from previous meeting were noted <ul style="list-style-type: none"> • Parish Council Open Evenings update from 20th September 2019-. notice board flyer to be put up advertising this monthly event- Cllr Harwood • Outsourcing of Payroll has been completed – Council agreed potential for historical liabilities to be covered from reserves • Review of standing orders will be arranged after Induction evening • Induction over Tea and Biscuits scheduled for 7th October 2019 7pm
9.	Council noted draft minutes from Committees and received verbal report from Chairs of Committees <ul style="list-style-type: none"> • Buildings and Grounds Committee held on 18/9/19 – Cllr Stevens not available – Cllr Gerrard gave a brief report • Community Committee held on 9/9/19. Council to note that councillor Nadia John has resigned from Community Committee- replacement to be elected at next FC meeting <ul style="list-style-type: none"> • HR Committee held on 19/9/19- future meeting on 17th October • Finance Committee held on 24/9/19
10.	Buildings and Grounds matters referred to Full Council <ul style="list-style-type: none"> • Nature Reserve on Green Street – Lease to be renewed – Councillor S Stevens to report (to be carried forward) Clerk’s update was that TBC are drawing up lease
11.	Community Committee matters referred to Full Council Invitation for local Police representative to attend Full Council Clerk to follow up (Harm reduction Officer to be contacted) <ul style="list-style-type: none"> • Councillor C Evans will report back to Full Council at next meeting Cllr C Evans has a meeting arranged with Police Inspector 16/10/19

	<p>PIPs information on 22/10/19 10am to 12 Dates to go on website</p> <ul style="list-style-type: none"> • Full Council approved the sum of £300 to be vired from magazine costs to planting scheme
12.	<p>Finance Committee matters referred to Full Council</p> <ul style="list-style-type: none"> • Council considered the reserves held for specific projects as shown in the Trial Balance distributed as part of the Financial reports • Individual committees to review and to confirm if projects are to be completed/instigated -report back to FC November
13.	<p>Dates for Diaries agreed – see schedule – additional date for HR committee to meet to discuss report following review and staffing matters – October 17th at 7pm 15/10 cancelled. Clerk to arrange alternative date for 5th November – 30th October 17/10 HR additional meeting and 30/10 to be cancelled Community 5th December 2019</p>
14.	<p>Financial reports agreed – see supporting papers</p> <ul style="list-style-type: none"> • Bank Reconciliation as at 31/8/19 • Cost Centre budget against actual as at 24/9/19 • Trial balance as at 23/9/19 • Payments made since last meeting – schedule presented at meeting
15.	<p>Council approved payment schedule –see supporting papers- Query AC BPARRIS and Gooch group ltd cleaning supplies* *to be reviewed by Committee (Building and Grounds) H&S audit report to be fed back to Councillors from Building Administrator RFO remove BPARRIS from payment schedule</p> <p>BLS course ensure comes out of Grant monies PPL license – delegated to Cllr Parry for research before cheque is posted -</p>
16.	<p>Council noted decision data base schedule to 19/9/19. As an outcome of the decision data base council agreed to have an action plan to focus on one or 2 projects across each committee to be achieved Individual Committees to have an agenda item in November to propose 2 projects to bring back to full council to finalise an action plan for year</p>
17.	<p>Council agreed it wishes to move forward with a Neighbourhood Plan (to be delegated to Planning, Highways and Environmental Committee with a working party to be set up to progress). Cllr C Evans to provide budget figures for Full Council November meeting for approval Not envisage to be officer led</p>
18.	<p>Council noted that correspondence has been received from Brockworth Youth Trust indicating it will be submitting a formal grant application in March 2020, in the sum of £20k, Cllr Hatton left the room at this point. Council noted BYT have now confirmed that they wish the matter to be considered in readiness for 2020/21 financial year</p> <p>Council agreed that it would not consider a request for £20k from the BYT. Proposed and seconded and agreed by majority and 3 abstained. Clerk to inform BYT that the Council decided it would not support a grant application from BYT Future agenda points were not necessary Cllr Hatton returned to the meeting</p>
19.	<p>Council noted that all Committees are working on their budget requests for the financial year 2020/21 for the Full Council agenda for the meeting to be held 6th November 2019</p>
20.	<p>Council agreed proposal from Councillor Mc Neill “This Parish Council will not proceed with the proposed changes to the Brockworth Parish Community Centre as proposed in application number 16/00621/FUL, namely the removal of the existing MUGA and the erection of a two storey extension to the rear of the community centre, additional parking and associated works”</p>

21.	<p>Council discussed strategy going forward in relation to S106 monies - Councillor Gerrard gave a verbal update at the September meeting and Council agreed at August meeting that they wish to be released from the s106 commitment for the Community Centre Agreed Clerk to send</p> <p>(a) a formal letter to TBC from BPC stating that they wish to be released from the s106 commitment in the sum of £140k for the Community Centre extension and to note that these monies will be advertised for future off-site sports recreational projects in Brockworth, which BPC can bid for.</p> <p>(b) Council agreed to delegate to Buildings and Grounds Committee to put together a wish list of potential projects for a bid to be prepared</p> <p>(c) Council agreed to progress the outstanding MUGA project using £55k s106 monies already confirmed and agreed Council wishes to delegate this project to Buildings & Ground Committee</p>
22.	<p>Council considered proposal from Councillor Mc Neill "This Parish Council to adopt in principal a 20mph speed limit for the residential areas of Brockworth" Amendment proposed and seconded Council agreed to consider a budget sum at its November meeting to support the adoption in principal of a 20mph speed limit for the residential areas of Brockworth</p> <p>Cllr McNeill to bring proposals for resources to budget meeting in November.</p> <p>Meeting suspended for 2 minutes</p>
23.	<p>Council agreed proposal from Councillor Harwood that BPC request that TBC make public the information in relation to carbon omissions (in light of the Climate Emergency debate) on all new developments in the Brockworth Parish Council, already given planning permission or is in the process of being considered Cllr Harwood to draft letter</p>
24.	<p>Council agreed it does not wish to publish DRAFT minutes on the website, before approval by relevant Committee/Council</p>
25.	<p>Council considered that all summons to future meetings will be by email unless specifically requested otherwise. Councillor Gerrard proposed an amendment all summons to future meetings will be by email unless specifically requested otherwise and that supporting papers up to 4 sheets will be sent electronically agreed Councillor Parry and Councillor Hatton requests paper</p>
26.	<p>Council considered a proposal that it wishes to write a letter of thanks and to honour previous Chair of Council was not seconded so motion failed</p>
27.	<p>Any other business for future agenda items. A417 link consultation event 27/9/19 to 8/11/19 Filming policy for events/local matters within the community Delegated to community committee to consider filming policy Councillors phone numbers sheet was distributed and Councillors were asked to complete contact details Assistant Clerk to update all records for contacts of Councillors</p> <p>Parish councillors were invited to have involvement in Remembrance Service</p>
	<p>Date of next meeting – November 6th at 7pm Meeting to be closed at 21.35</p>