

BROCKWORTH PARISH COUNCIL

MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON WEDNESDAY 4TH JULY 2018 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT	Cllrs: J Hunt (Chairman), Mrs C Neal, Ms S Neal, R Furolo, J Clarke, H Turbyfield, M Hobden, Mrs I German, Mrs J Styles, Mrs C Joyce, Mrs R Hatton, Mrs B Parrish, F Green, Mrs C Green, Mrs K Mumford, and Mrs F Miles
In Attendance	Cllr R Vines, Mrs M Smook (Clerk), Ms J McMahon (Assistant to the Clerk), Mr T Berry (Grant funding officer)
	Members of Public Present: One
	Members of Press Present: None

Meeting opened at 19:00

- 41/FC TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies received from Cllrs Hatton, Turbyfield; they were attending mayoral duties and hoped to join the parish meeting later. Apologies received from Ms H Neal. The meeting accepted the apologies and reasons for absence.
- 42/FC DECLARATIONS OF INTEREST**
Cllrs H Turbyfield, Mrs R Hatton and R Furolo declared interests in all planning and licencing matters. Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo Mrs K Mumford and Mrs C Neal declared interests in matters concerning the Brockworth Youth Trust.
- 43/FC 15 MINUTE PUBLIC SESSION**
No public participation.
- 44/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
The Chairman had no report.
- 45/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
Cllr Vines reported that he enquired from the Highways manager if there were any plans for finishing the resurfacing work in Ermin Street. The reply that he received indicated that there were no plans at present but it could be put on the 'wish list' going forward but with no timescales set at this stage. The Highways Manager had also asked for the A46 from the Cross Hands roundabout to the A417 roundabout to be costed for resurfacing and the cost had been estimated at £218,000. Cllr Vines agreed to contribute £14000 of his Highways Local funds for this year into this resurfacing scheme as it was a section of road that serviced and lead to all of the parishes that he represent and was a major link road for the area.
- 46/FC POLICE AND CRIME**
1. The meeting did not receive a report from the Police. Cllr R Furolo informed the meeting that the mopeds were still causing a noise nuisance and that the matter should again be reported to the Police. **Action-Clerk**
- 47/FC MINUTES**
1. The meeting approved the Minutes of the Council Meeting held on 6th of June 2018.
2. The meeting received a copy of the draft Minutes of the Building Management Working Group meeting held on the 27th of June 2018.
- 48/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. The meeting received an update from the Clerk regarding actions agreed at the previous meeting.
- 49/FC BOROUGH COUNCILLORS' REPORT**
Cllr R Furolo reported that not a lot of meetings were being held at Tewkesbury Borough Council during June. The refurbishment of the council offices would be done by the 1st of September 2018. The 2nd floor had been completely let to different companies and the rent was being used towards the bills at Tewkesbury Borough Council.
- 50/FC WARD REPORTS**
Cllr Mrs J Styles reported that the drain by the bus stop in Westfield road was blocked by mud and should be reported to Highways. **Action-Clerk**
Cllr M Hobden requested that the council should look into adopting an emergency plan for Brockworth. **Action-Clerk**
Cllr Mrs C Joyce reported that the fences of the playpark leading to Ermin Street were open now and that the pathway in the playpark leading to Ermin Street was at a slope. The railings that were in place at the moment were not sufficient to stop a child from ending up on Ermin Street Road. Cllr F Miles reported that the

developers had been informed. Cllr R Furolo suggested that we report this to Mr R Weaver at Tewkesbury Borough Council. **Action-Clerk**

51/FC BROCKWORTH YOUTH SERVICES UPDATES

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

52/FC PARKS, OPEN SPACES AND BURIAL GROUND

1. The meeting received Play Park and Burial Ground updates from the Handyperson. The meeting considered the quotes for the repairs to the play equipment. Cllr R Furolo proposed to accept the quote from Hags. Seconded by Cllr Ms S Neal. All in favour. **Action Assistant-Clerk**

Cllr H Turbyfield and Mrs R Hatton entered the room at 19:40

2. The meeting received an email from Ogden's regarding the findings of the CCTV and Jetting on the Cross Hands Meadow Shell Land drainage system. The meeting requested the Clerk to send the report to Jason Westmoreland for his recommendation. Cllrs J Hunt and H Turbyfield requested a meeting with Jason Westmoreland and Luke Ogden on site. The Clerk would arrange a date and time for the meeting and inform Cllrs J Hunt and H Turbyfield of the details. **Action Assistant-Clerk**
3. The meeting received a request and insurance documents from B Dix to use Mill Lane Playing Field on 11 August 2018 for a charity event. Cllr Mrs R Hatton proposed to grant the permission, Seconded by Cllr Ms S Neal. All in favour. The meeting requested that Ms Dix should make sure that all the rubbish was removed after the event. **Action-Clerk**
4. The meeting discussed and considered the request from the Cheese Roll Group for use of the Shell Land for a Charity Fundraiser on 27th of May 2019. The meeting would like a map of the specific area that they would use and a copy of public liability insurance be produced before the April 2019 meeting. Cllr M Hobden proposed that we grant the Group permission to use the Shell land as requested. Seconded by Cllr Mrs R Hatton. 12 in favour, 3 against. Motion carried. **Action-Clerk**

53/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 £4672.06+VAT (breakdown below).

<u>Date</u>	<u>A/C Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
01/06/2018	AVTPUMP	Call out to investigate dual foul pump	£252.00	£50.40	£302.40
01/06/2018	AVTPUMP	Tanker and jet wash dual foul pump	£525.00	£105.00	£630.00
01/06/2018	GLEBECO	Brockworth Grass Cutting Contract	£1466.96	£293.39	£1760.35
01/06/2018	GLEVUMS	Lock/Unlock services May 2018	£.195.50	£39.10	£234.60
20/06/2018	GOOCH	Cleaning supplies	£293.60	£58.72	£352.32
01/06/2018	JPELECT	Installation of socket for freezer	£85.00	£0.00	£85.00
25/06/2018	K.I.S	Fire alarms installation	£1435.00	£287.00	£1722.00
04/06/2018	MITCHELL	Maintenance on air conditioning	£79.00	£15.80	£94.80
27/06/2018	OGDENS	CCTV drainage shell land	£340.00	£68.00	£408.00
		Totals	£4672.06	£917.41	£5589.47

4. The meeting received a schedule of payments made outside of meetings since 31st of May 2018:

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>AMOUNT</u>
31/05/2018	KCC	Photocopier charges	£1608.23
01/06/2018	Water Plus	Water Charges	£140.49
01/06/2018	SG Equipment	Dishwater Rental	£144.00
01/06/2018	Envesca	Health & Safety Support	£144.00
06/06/2018	BT	Telephone charges	£822.14
11/06/2018	E. ON	Electricity Charges	£296.46
13/06/2018	HMRC	Employer Contribution	£881.80
15/06/2018	KCC	Photocopier Charges	£68.99
18/06/2018	Sage	Sage Software	£259.80
21/06/2018	ELAS	Employment Law	£123.60
26/06/2018	Virgin Media	Broadband CC	£36.00

26/06/2018	Virgin Media	Broadband Parish Council	£60.00
30/06/2018	All staff	Payroll	£8333.05

5. The meeting received a grant application from Brockworth Link for Summer activities 2018. Cllr F Green proposed that they be granted £300. Seconded by Cllr Mrs C Green. 7 in favour, 2 against, 5 abstentions. Motion Carried. **Action-Clerk**

Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo Mrs K Mumford, Mrs C Neal and Mr T Berry left the room

6. The meeting received a grant application from Brockworth Youth Trust for Youth Provision 2018/19 Cllr Ms S Neal proposed that they be granted £15,000. Seconded by Cllr Mrs J Styles. All in Favour **Action-Clerk**
7. The meeting received a grant application from Brockworth Youth Trust for Summer activities 2018 Cllr Ms S Neal proposed that they be granted £1558.64. Seconded by Cllr Mrs F Miles. All in favour

Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo Mrs K Mumford, Mrs C Neal and Mr T Berry returned to the room

8. The meeting received quotations for portable air conditioning units for the offices. Cllr R Furolo proposed that £350/£400 could be spent per unit, for 3 units and that the possibility of getting condenser air conditioners should be investigated. Seconded by Cllr J Clarke. All in favour **Action-Clerk**

54/FC

BUILDING MATTERS

1. The meeting discussed possible prevention measures for the usage of the Community Centre car park during the Cider Festival on August Bank Holiday 2018. The meeting requested Cllrs M Hobden, H Turbyfield and Mr T Berry to look into getting quotes for chains and poles. The quotes should be presented to the Building Management meeting at the end of July. **Action H Turbyfield, M Hobden, T Berry.**

55/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	Decision
01.06.2018	18/00469/APP HORSBERE	Plots 3000 & 3100 And Part Plots 4100 & 4200 Gloucester Business Park Hurricane Road Gloucester	Proposed variation to condition 7 of 17/01234/APP to allow surface water drainage strategy to be amended to refer to a revised strategy	No Objection	
05.06.2018	18/00507/FUL HORSBERE	7 Tiger Moth Close, Brockworth, Gloucester	Erection of a boundary fence to side/rear of the property	No Objection	
07.05.2018	18/00539/APP HORSBERE	47 Ermin Street, Brockworth	Approval of reserved matters (approved outline 17/00793/OUT) for single dwelling including appearance, landscaping, layout and scale and access and drainage conditions 1 and 5	No Objection	
12.06.2018	18/00538/FUL HORSBERE	47 Ermin Street, Brockworth	Introduction of hipped roof on rear elevation to existing flat roof. Alterations to windows and door on the rear elevation and installation of a rooflight on rear facing roof slope.	No Objection	
14.06.2018	18/00620/APP HORSBERE	Unit 4100 Gloucester Business Park Brockworth Gloucester	Erection of a detached warehouse building for B1, B2 and B8 use, with associated car parking, an estate road spur leading from Hurricane Road, service and plant area, and areas of plot and park structural landscaping.	No Objection	

			Approval of reserved matters pursuant to outline planning permission 11/01155/FUL for access, appearance, landscaping, layout and scale. Unit 4100 Gloucester Business park Brockworth GRID: 388033216290		
20.06.2018	18/00597/FUL HORSBERE	Brambles Veterinary Surgery, Green Street, Brockworth	Removal of condition C of TG.32/F requiring the provision of two car parking spaces to be kept available for parking in connection with the veterinary surgery.	No Objection	
22.06.2018	18/00593/FUL WESTFIELD	199 Hucclecote Road, Brockworth	Erection of a single and double storey rear extension	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
08.05.2018	18/00356/FUL WESTFIELD	20 Westfield Road Brockworth	Single storey rear extension and conversion of garage into additional living	permit 18.06.18	18/00356/FUL WESTFIELD
24.05.2018	18/00412/LIQPRM	Witcombe Cider Festival, Fields Adjacent to M5 Motorway, 250m south of Pressmead Farm, Brockworth Road, Churchdown, GL3 4RA	Application for a Premises License	Objection	Granted 19/06/18

3. The meeting received Licensing Decision Notice for application number 18/00412/LIQPRM Witcombe Cider Festival 2018. The meeting requested the Clerk to write to Robert Weaver at Tewkesbury Borough Council, informing him that the Council still had concerns regarding Safeguarding training and sufficient Security for the event. **Action- Clerk**

56/FC

CORRESPONDENCE

To receive a list of correspondence for information (attached)

1. The meeting received a press release from Tewkesbury Borough Council regarding getting back on track with grass cutting.
2. The meeting received an Agenda for the GAPTC AGM with supporting documents
3. The meeting received a Legal Briefing from GAPTC regarding The Ledbury decision
4. The meeting received a Road Closure notification from Amey Highways
5. The meeting received information from SLCC regarding Data Protection Officer position

57/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 21:20

Signed:

Date: