

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON WEDNESDAY 6<sup>TH</sup> JUNE 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, Ms H Neal and Mrs B Parrish.

**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:** 11  
**Members of Press Present:** None

Meeting opened at 19:00.

**25/FC TO RECEIVE APOLOGIES FOR ABSENCE**  
 Apologies received from Cllrs F Green, Mrs C Green, Mrs K Mumford, and Mrs F Miles. The meeting accepted their reasons for absence.

**26/FC DECLARATIONS OF INTEREST**  
 Cllrs H Turbyfield, Mrs R Hatton and R Furolo declared interests in all planning and licencing matters. Cllr Furolo stated that he would not be part of the Licencing committee at Tewkesbury Borough Council that would be deciding on licencing application number 18/00412/LIQPRM.  
 Cllrs H Turbyfield, Mrs R Hatton, M Hobden, R Furolo and Mrs C Neal declared interests in matters concerning the Brockworth Youth Trust.

**27/FC 15 MINUTE PUBLIC SESSION**  
 A resident raised concerns regarding phase 3 of the Perry Brook development; the resident enquired when the Council was informed about this planning application and would the Council oppose this application.

The Cheese rolling organisers addressed the meeting and informed the council they had made £157.10 at the Cheese rolling event on the 28<sup>th</sup> of May 2018. They requested to use the Shell land again in May 2019 and would submit a written request for consideration in the July 2018 Full Council meeting.

**28/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**  
 The Chairman had no report.

**29/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**  
 County Councillor R Vines reported the new highways maintenance contract had moved a step closer. The appointment of a new contractor to take over the maintenance of Gloucestershire's 3,000 miles of highway was on track and moving forward to the next stage.  
 In September 2017, Gloucestershire County Council's cabinet agreed that once its five-year contract with Amey had finished, it would no longer use just one organisation to deliver highways maintenance, support and structural design; instead it would put in a three-pronged approach to deliver the main aspects of the county's road upkeep.  
 The council is currently investing £150 million in Gloucestershire's roads over five years, and this new way of working is designed to maximise the impact of this money.  
 The first contract with Tarmac, lasting for two years, started in April 2018 and included large resurfacing schemes. An example of this was the recently completed work to resurface more than five miles of carriageway on the A4173, between the A46 and Whaddon.  
 The second contract, known as the Term Maintenance Contract (TMC), includes managing the upkeep of gullies, winter gritting and snow clearing, repairing damage to the road and cutting back verges and grass. Later this year, the council would hold a tender exercise that will look at proposals for how its specialist projects, like the recently successful Elmbridge Court Roundabout could be managed.  
 The point in the Term Maintenance Contract procurement had been reached, following a detailed evaluation of the five submissions received, Alun Griffiths, Ringway and Skanska had been chosen to go through to the next stage.  
 The council will now work with these three bidders to agree a final set of tender documents; giving them time to adjust their bids before the end of July 2018. Final evaluations will take place in August 2018 with the contract likely to be awarded in September 2018. A six-month mobilisation process would then begin with the new provider before the new contract commenced on the 1st April 2019.  
 These changes would not alter the role of our Highways Manager.

- 30/FC POLICE AND CRIME**
- Two Licencing Officers from Gloucestershire Constabulary addressed the meeting regarding the licensing application for the Witcombe Cider Festival 2018.  
**Cllrs H Turbyfield and Mrs R Hatton left the room**  
They informed the meeting that the Police would be objecting to the license application, due to the fact there were no pavements, no street lights, no signage and there would be too many people using the road and the site and take a long time to clear the site and the parking area. They also made the comment that drunk people were not quiet people and there would be a noise disturbance for the residents of Brockworth. Licensing conditions were breached last year and it was questionable how the conditions would not be breached this year. It was outlined that 134 security officers would be needed to cover the site this year a requirement that was not meet last year. The Police were also concerned that the festival attendees would not pay the £10 parking charges and would park on the side of Brockworth Road, blocking the road for other road users.  
**Cllrs H Turbyfield and Mrs R Hatton returned to the room.**
- 31/FC MINUTES**
- The meeting approved the Minutes of the Council Meeting held on 2nd May 2018.
  - The meeting approved the Minutes of the Extraordinary Council Meeting held on 23rd May 2018.
  - The meeting received a copy of the draft Minutes of the Building Management Working Group meeting held on the 23<sup>rd</sup> of May 2018.
- 32/FC REPORT FROM THE OFFICER OF THE COUNCIL**
- The meeting received an update from the Clerk regarding actions agreed at the previous meeting.
  - The meeting received a list of Councillors and Committee's for 2018/19.
- 33/FC BOROUGH COUNCILLORS' REPORT**
- Cllr Mrs R Hatton reported that they had attended a few functions during May as part of their mayoral duties.
- Cllr H. Turbyfield reported he attended an emergency planning meeting where they discussed how an emergency plan should be implemented when needed. Cllr Turbyfield suggested that Brockworth Parish Council should look into adopting an emergency plan for Brockworth.
- Cllr R Furolo reported that Tewkesbury Borough Council received a lot of complaints regarding the grass cutting service in the Borough. Tewkesbury added extra money to the grass cutting budget to get it all cleared up and up to standard. The quality of grass cutting would be scrutinized by the overview and scrutiny committee at Tewkesbury Borough Council.
- 34/FC WARD REPORTS**
- Cllr R Furolo reported receiving an email from a resident enquiring if she was allowed to train her own dog in Mill Lane playing field; she had been told by a Councillor that she was not allowed too. The Council could not see any problem in her using the field for training her own dog.
- Cllr Furolo also reported that there were some youngsters driving on mopeds with silencers, in the exhausts, removed. This is a noise nuisance as they are doing it at 1-2 in the morning, and it should be reported to the police. **Action-Clerk.**
- Cllr Mrs R Hatton reported that the bus stop time tables were removed from the bus stop on the corner of Vicarage Court and Ermin street. This should be reported to Stage Coach. Cllr Mrs C Neal reported there were also no time tables at the bus stop in Ermin Street opposite Tesco. **Action-Clerk**
- Cllrs C Neal further reported there were still some 10-wheeled trucks using Ermin street and exceeding he weight limit restriction. The Police should be asked when they were going to conduct the weight limit survey. **Action-Clerk.**
- 35/FC BROCKWORTH YOUTH SERVICES UPDATES**
- The meeting received a written report from Brockworth Youth Trust. Cllr R Furolo requested the Council to investigate the possibility to purchase a CPR Resus Anne to teach CPR and First Aid to kids and adults.
- 36/FC PARKS, OPEN SPACES AND BURIAL GROUND**
- The meeting received Play Park and Burial Ground updates from the Handyperson. Cllr R Furolo proposed that the gate in Mill Lane Playing Field not be fixed. Seconded by Cllr Mrs R Hatton. All in favour.
  - The meeting received a request from Danter's Fun Fair to use Mill Lane Playing field the week commencing 13th May 2019. Cllr J Clarke proposed that permission be granted to them to use the field, Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk.**
  - The meeting received a request from B Dix to use Mill Lane Playing Field on 11 August 2018 for a charity event. The meeting requested the Clerk to obtain a copy of their Public Liability Insurance and to add it to the July 2018 agenda for consideration. **Action-Clerk.**
  - The meeting received a report regarding the Shell Land Cross Hand Meadow flooding. After some discussion Cllr Ms H Neal proposed that the quote from Ogden Drainage Services Ltd be accepted to do high pressure water jetting and CCTV. Seconded by Cllr H Turbyfield. All in favour. **Action-Clerk**

## 37/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 £11877.10+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
10/05/2018	A&EFIRE	Annual inspection of alarm and service	£698.30	£139.68	£837.98
11/05/2018	BAILEYS	Mill lane land registry copy	£46.00	£0	£46.00
11/05/2018	BROCKAL	Rent for 2 plots from Primary School	£20	£0	£20
15/05/2018	BROTHER	2017/18 Year end accounts	£700.00	£140.00	£840.00
30/05/2018	DAVEJEN	May 2018 Window cleaning	£75.00	£0.00	£75.00
26/04/2018	DISHDIRE	Dishwasher detergent, salt, rinse aid	£97.00	£19.40	£116.40
16/05/2018	GCC.PENS	LGPS May 2018 Pensions	£345.59	£0	£345.59
30/04/2018	GLEBECO	Brockworth Grass Cutting Contract	£1607.41	£321.48	£1928.89
30/04/2018	GLEVUMS	Lock/Unlock services April 2018	£204.00	£40.80	£244.80
21/05/2018	GLEVUMS	Lock/Unlock services January 2018	£314.50	£62.90	£377.40
31/05/2018	ISELKIRK	Internal audit 2017/18	£280.00	£0	£280.00
31/05/2018	JRBENTE	50,000 degradable dog bags	£476.50	£95.30	£571.80
10/05/2018	PESTCTRL	Site revisit and treatment of silver	£180.00	£36.00	£216.00
01/05/2018	SYSTEM	Vinyl Gloves	£7.90	£1.58	£9.48
03/05/2018	SYSTEM	Copier paper 10 boxes	£104.90	£20.88	£125.88
03/05/2018	TEWKESB	Business rates April 2018 1 of 10	£6720.00	£0	£6720.00
		<b>Totals</b>	<b>£11877.10</b>	<b>£878.02</b>	<b>£12755.22</b>

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

DATE	PAYEE	DETAILS	AMOUNT
01/05/2018	Water Plus	Water Charges	£140.49
01/05/2018	SG Equipment	Dishwater Rental	£144.00
01/05/2018	Envesca	Health & Safety Support	£144.00
10/05/2018	HMRC	VAT	£1284.89
15/05/2018	HMRC	Employer Contribution	£915.68
16/05/2018	Sage	Sage Software	£259.80
16/05/2018	KCC	Photocopier charges	£382.62
17/05/2018	ELAS	Employment Law	£123.60
17/05/2018	E. ON	Electricity Charges	£393.85
17/05/2018	SSE	Gas charges	£1441.21
18/05/2018	R French	Maintenance of Games equipment	£160.00
29/05/2018	Virgin Media	Broadband	£36.00
31/05/2018	All staff	Payroll	£7716.32

5. The meeting received the year end accounts for 2017/18 as prepared by Brothertons.
6. The meeting received the internal auditors, report for the year end accounts 2017/18.
7. The meeting approved Section 1 - The Annual Governance statement for 2017/18 for submission to the external auditor. Proposed Cllr R Furolo, Second Mrs R Hatton, All in Favour. Signed by Clerk and Chairman at the meeting.
8. The meeting approved Section 2 – The Accounting Statements for 2017/18 for submission to the external auditor. Proposed Cllr R Furolo, Second Mrs S Neal, All in Favour. Signed by Clerk and Chairman at the meeting.
9. The meeting received a request from GCC Pensions paying their contributions through the BACS banking system and the meeting agreed to pay by BACS. **Action-Clerk**
10. The meeting received a grant application from Brockworth Link for Summer activities 2018. The Council requested the Clerk to add this item to the July 2018 agenda for consideration. **Action-Clerk.**

## 38/FC

## PLANNING AND LICENSING MATTERS

1. The meeting received correspondence regarding planning application 18/00109/APP Land at Perry Brook. This item was discussed with 38/FC-3. The Council raised concerns regarding the sewage disposal, traffic congestion, the types of houses to be in keeping with Brockworth, noise levels might be too high for the flats near the A417 and that the current doctor's surgery was not deemed to be able to cope with the extra patients generated. Taking all of this into consideration Cllr M Hobden proposed that we object to this planning application. Seconded by Cllr Ms S Neal. All in favour.

**2. Cllrs H Turbyfield and Mrs R Hatton left the room**

The meeting reconsidered the licensing application number 18/00412/LIQPRM for the Witcombe Cider Festival 2018 as per standing order 7(a). The council studied the risk assessment that was made available after the meeting on the 23<sup>rd</sup> of May 2018. The meeting had a lengthy discussion and raised concerns regarding inadequate lighting on a narrow B road, the noise levels if 9,999 people attend the festival, the noise monitoring document relates to the 2017 Cider festival, capability and legitimacy of security company, patrons may not be willing to pay the £10 parking and park on Brockworth road blocking the whole road. Cllr Ms H Neal proposed that we withdraw our previous vote of no objection and now object against this licensing application, seconded by Mrs J Styles. All in favour.

**Cllrs H Turbyfield and Mrs R Hatton returned to the room.**

**3. To consider the following planning matters:**

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
18.05.18	18/00109/APP	Land at Perry brook, North Brockworth, Gloucestershire	Approval of Reserved Matters (appearance, layout, landscaping and scale) comprising Phase 3 of Outline planning permission 12/01256/OUT for the erection of 225 no. dwellings with public open space, play area, and associated infrastructure, and including the discharge of Outline Conditions (as amended) 2 (reserved matters time limit), 5 (design compliance), 8 (surface water drainage strategy - all phases), 9 (floor levels - flood risk), 10 (sewage disposal - phase 3), 12 (trees), 24 (noise assessment - phase 3) and 28 (waste minimisation).	Object due to Drainage not being able to sustain the extra going into the original system. The type of housing isn't keeping in with Brockworth and the health care not being able to cope with extra clients as it is difficult to get appointments at the moment.	
04.05.2018	18/00399/FUL HORSEBERE	66 Abbotswood Road, Brockworth	Proposed single storey front extension and new pitched roof to existing bay window	No Objection	
22.05.18	18/00356/FUL WESTFIELD	20 Westfield Road Brockworth	Single storey rear extension and conversion of garage into additional living	No Objection	
23.05.18	18/00188/FUL MOORFIELD	91 Ermin Street Brockworth Gloucester	Single storey side, rear extension and front porch	No Objection	
23.05.18	18/00410/APP	Land at Perry brook To the North of Brockworth And to the South of the A417 Brockworth	Approval of Landscaping, layout scale and external appearance of the formal sports area (excluding the changing room facilities and associated car parking). The outline planning application 12/01256/OUT was an EIA application and an environmental statement was submitted to the LPA at that time.	No Objection	

## 4. To note planning Decisions by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
15/01/2018	17/01177/FUL WESTFIELD	40 Cedar Road, Brockworth	Erection of new dwelling	Support 08.02.18	permit 16.05.2018
19/03/2018	18/00117/FUL HORSBERE	3 Guise Avenue, Brockworth, Gloucester	Single storey replacement side extension. Erection of a two-storey front extension. <b>Submission of revised plans 01.05.18</b>	Support 05.04.18 <b>No adverse comment 15.04.2018</b>	
04/04/2018	18/00289/FUL MOORFIELD	89 Ermin Street, Brockworth,	Demolition of side and rear extensions, erection of single storey front, side and rear extension	No Objection 03.05.2018	Permit 14/05/2018
19/01/2018	17/01372/FUL HORSBERE	David Lloyd Gloucester Unit 5020 Whittle Way	Installation of CHP system	Support 08.02.18	permit 25.05.18

**39/FC****DATA PROTECTION**

- The meeting approved and adopted the draft Document Retention Policy with data audit schedule.  
Proposed Cllr S Neal Second by Cllr B Parrish All in Favour

**40/FC****CORRESPONDENCE**

To receive a list of correspondence for information

- The meeting received a press release from Tewkesbury Borough Council regarding "What's Bishop's Cleeve like for young people?"
- The meeting received the May 2018 Newsletter from the Jet Age Museum
- To meeting received an email from Gloucestershire County Council regarding Projected programme for LED Street Lighting throughout Gloucestershire
- The meeting noted a Press Release from Tewkesbury Borough Council regarding the new mayor for Tewkesbury Borough
- The meeting noted a Press Release from Tewkesbury Borough Council regarding the new council leaders that had been elected (attached)
- The meeting noted a Press Release from Tewkesbury Borough Council regarding the great turnout at the business event (attached)
- The meeting noted Press Release from Tewkesbury Borough Council regarding the closure of Morrison's recycling centre in Tewkesbury. (attached)
- The meeting noted an email from Gloucestershire County Council regarding Flood Risk Management - Public Drop in Events 11th and 12th June 2018 to receive an email regarding the use if the Shell land 28<sup>th</sup> of May 2018

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

Signed:

Date: