

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WENESDAY THE 2<sup>nd</sup> SEPTEMBER 2015 AT THE COMMUNITY CENTRE AT 6:30 PM

**PRESENT** Cllrs: J Hunt, C Neal (Mrs), R Furolo, H Turbyfield, S Neal (Ms), F Miles (Mrs), F Green, C Green (Mrs), J Clarke, M Hobden, R Hatton (Mrs), I German (Mrs).

**In attendance:** Ms Claire Burt- Locality Children's Services Manager- Tewkesbury Children's Centres. Mrs Sarah McColl-Dorion (Clerk)

Ms Claire Burt addressed the meeting to explain changes to local children's centres. Ms Burt asked that the Council actively take part in the upcoming consultations on the future of local child care centres.

Meeting opened 18:50

- 77/FC TO RECEIVE APOLOGIES FOR ABSENCE**  
C Cllr R Vines, Cllr E Buxton. The Council accepted the apologies and reasons given for absence.
- 78/FC DECLARATIONS OF INTEREST**  
None.
- 79/FC TO CONSIDER CO-OPTIONS TO FILL THE FOLLOWING VACANCIES (standing agenda item until vacancies filled:**  
**1. Glebe Ward – 1 vacancies** No applications received  
**2. Westfield Ward – 2 vacancies** No applications received.
- 80/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS.** The Chairman reported that the Community Centre receptionist has resigned. The Chairman, Vice-Chairman and Clerk will research where the posting was previously advertised and post the administration job position there and in the Gloucester Citizen. **Action: Clerk, Chair, Vice-Chair.**
- 81/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**  
C Cllr Vines was unable to attend the meeting and no report was received.
- 82/FC POLICE AND CRIME**  
PC Guest was unable to attend the meeting and no crime statistic report was received.
- 83/FC MINUTES**  
The Council approved the minutes of the Council Meeting held on the 5 August, 2015. Cllr H Turbyfield reported an update on item 71FC.3 - there was a problem with the bike rack installation. He will keep the Council updated.
- 84/FC REPORT FROM THE OFFICER OF THE COUNCIL**  
The Council received an update from the Clerk regarding actions agreed at the previous meeting. Cllr Green inquired about the protruding posts at the playing field. Clerk to arrange for the posts to be made safe. **Action: Clerk**
- 85/FC BOROUGH COUNCILLORS' REPORT**  
Cllr R Furolo, Cllr H Turbyfield and Cllr R Hatton attended a 'Safeguarding Children' training course. Cllr Turbyfield and Cllr Hatton sat as substitutes on the Planning Committee at Tewkesbury Borough Council.
- 86/FC WARD REPORTS**  
Cllr J Clarke reported the island on the A46 towards Mill Lane has had a sign removed. Cllr R Furolo reported the sign on the main road turning to Abbottswood is obscured by branches. Clerk is

to contact the Highways Agency. Cllr H Turbyfield reported an issue on Cooper's Hill that he is discussing with the Highways Agency. Cllr F Green inquired about the road surface where Cllr I German had a fall. Clerk to write to Highways Agency to rectify the problem. Cllr F Green reported the bridge towards Fiddler's Elbow is buckled. Chairman reported that he will be attending the Cider Festival review meeting where he will mention the noise levels. **Action: Clerk**

87/FC

**BROCKWORTH COMMUNITY PROJECT UPDATES**

1. The meeting received the monthly Youth Activity Report. The Council agreed the Clerk is to write to the BCP to request attendance figures at the youth sessions. **Action: Clerk**
2. Parish Council representative report on the Youth Review Group. Cllr Morgan was not present, no report received.
3. The Council received a grant application from BCP. Accounts were not provided with the grant application as they are still in annual audit. Grant application to be put to a future agenda when accounts have been received. The Council agreed that if they have further questions, a Youth Worker will be invited to answer them at a future meeting.

88/FC

**PARKS, OPEN SPACES AND BURIAL GROUND**

1. The meeting received the monthly written report from the handyperson regarding play park and burial ground matters. Damaged and missing litter bin lids to be replaced. **Action: Clerk.**
2. The meeting considered a request for a dog bin to be installed at the Roman Villa/car park. The chairman reported that there are 106 monies available for this. The Council agreed a dog bin be installed **Action: Clerk.**
3. The meeting received a report from the meeting with Adrian Goode of TBC. The Council agreed new dog signs be installed at Mill Lane using 106 monies. **Action: Clerk.**
4. The meeting considered the quotes for the burial ground boutonniere wall. The Council agreed the work to be completed by Martin Twinning after a meeting with Adrian Goode from TBC regarding available 106 monies.

89/FC

**FINANCE**

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting approved the schedule of invoices which are due payment totalling £9883.06 + 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>
07/08/2015	TBC	Business Rates	£840.00	£0.00	£840.00
06/08/2015	HARTELL	Remove, repair and refit picnic bench	£495.00	£99.00	£594.00
31/07/2015	GLEBECON	Grass cutting	£1290.00	£258.00	£1548.00
31/07/2015	GLEBECON	Weeding wildlife corridor	£43.00	£8.60	£51.60
331/07/2015	BOC	Lifeline medical oxygen	£207.00	£41.40	£248.40
30/06/2015	MARTECHE	Generator hire repair to post	£198.00	£39.60	£237.60
06/08/2015	SYSTEM	Laminator	£26.62	£5.32	£31.94
06/08/2015	GRANTTH	2015 Annual return	£600.00	£120.00	£720.00
27/07/2015	SCOUTGRP	Newsletter issue 48 &49	£471.25	£0.00	£471.25
06/08/2015	SAGE	Sage 50 accounts Cert Level 1	£63.00	£12.60	£75.60
11/08/2015	ENVESCA	Food Safety Course Scott McChristie	£74.00	£14.80	£88.80
31/08/2015	PERFORM	Music Licence	£969.64	£193.93	£1163.57
14/08/2015	GCC.PENS	Pensions Aug 2015	£971.56	£0.00	£971.56
31/07/2015	BROCKWO	Print and insertion magazine	£433.00	£0.00	£433.00
31/08/2015	BROCKWO	Print and insertion magazine	£310.00	£0.00	£310.00
14/08/2015	PHSGROUP	Waste collection	£162.99	£32.60	£195.59
18/08/2015	SMITHS	Service of CC clock	£198.00	£39.60	£237.60
25/08/2015	SAVEBROC	BPC Solicitor fee contribution	£2300.00	£0.00	£2300.00
24/08/2015	ELEKSAFE	PAC Testing	£156.00	£0.00	£156.00
		<b>TOTALS</b>	<b>£9883.06</b>	<b>£880.25</b>	<b>£10763.31</b>

3. The meeting noted the schedule of payments made outside of meetings since 1 August 2015 were not available until Clerk has access to internet accounts. To be put to the next agenda. **Action: Clerk**

4. The meeting received the response from Adrian Goode regarding section 106 monies. **Action: Clerk to arrange a meeting with Adrian Goode after 14 September.**
5. The meeting received and adopted the draft changes to the Financial Regulations to include the new Public Contract Regulations 2015.
6. The meeting approved the mandate for Simple Servicing Authority for the Clerk to access on-line bank statements.

## 90FC

### PLANNING MATTERS

1. The meeting noted that the 'Save Brockworth Green Belt' have been given a cheque for £2,300 to assist with additional legal fees as resolved in minute 186/FC 2 from the full Council meeting 4 March, 2015.

2. The Council considered the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
31.07.15	15/00659	The Chase Henley Bank Lane Brockworth	Conversion of stable, tack room and hay store to dwelling unit with separate site access. Change of use from equestrian land to residential curtilage.	OBJECT 07.08.15
29.07.15	15/00751/OUT	Bentham Country Club, Bentham Lane Bentham	Outline Planning application for the redevelopment of Bentham Country Club to include the erection of 40 dwellings, associated parking, public open space, landscaping and associated works.	OBJECT 07.08.15

3. To meeting noted planning decisions by Tewkesbury Borough Council:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
27.05.15	15/00609/FUL	9 Boverton Drive, Brockworth GL3 4DB	Proposed new attached three bedroom dwelling to the side of 9 Boverton Drive, revised design with gable end and dormer to the rear	PERMIT 04.08.15	27.05.15
29.06.15	15/00721/FUL	42 Lasne Crescent Brockworth Gloucester GL3 4UX	Alterations and conversion of existing detached double garage to granny annex.		PERMIT 24.08.15
04.06.15	15/00640/OUT	149B Ermin Street Brockworth GL3 4HG	Erection of two storey dwelling (with all matters reserved)	OBJECT 07.08.15	REFUSE 04.08.15
22.04.15	22.04.15	15/00401/FUL 30 Westfield Road Brockworth GL3 4AR	Single and two storey extensions to dwelling.	COMMENTS ONLY 07.05.15	PERMIT 11.08.15
02.06.15	15/00633/PDE	51 Boverton Drive Brockworth GL3 4DA	Demolition of existing single storey rear extension and part existing detached garage, and erection of single storey rear extension to extend 4 metres from the rear wall of the original dwelling		PD Ext/Change of use - No Objections 10.08.15

			house, to measure 3.5 metres in height at the highest point and 2.5 metres in height to eaves		

**91/FC**

**JOINT CORE STRATEGY**

1. The Council were informed the next JCS meeting will take place in December.

**92/FC**

**CORRESPONDENCE**

1. The meeting noted the list of correspondence for information.
2. The meeting considered the request from Bambi's Childcare to hold a fun day on the 19 September. **Action: Clerk to follow them up for Public Liability insurance documents.**
3. The meeting received an introduction letter from the new Community Funding Officer at TBC. **Action: Clerk to invite her to a future meeting (November)**
4. The meeting received the invitation for the Code of Conduct refresher sessions at TBC
5. The meeting received the invitation from Tesco Pharmacy to conduct a flu vaccination clinic.
6. The meeting received the invitation from TBC to attend a Remembrance Service on 9 November.
7. The meeting received the invitation to attend the Gloucestershire Charter Parishes Group meeting on 10 September.
8. The meeting received a copy of the letter and reply to Albion Football Club regarding the request for transfer of lease to Brockworth Sports and Recreation Ltd.

Meeting adjourned 20:56

Signed:

Date: