

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7<sup>TH</sup> MARCH 2018 AT THE COMMUNITY CENTRE AT 6.30 P.M.

**PRESENT** Cllrs: J Hunt, F Green, Mrs C Green, H Turbyfield, Mrs J Styles, Mrs C Joyce, Mrs I German, Ms S Neal, M Hobden, R Furolo, J Clarke, Mrs R Hatton,  
**In Attendance:** County Councillor R Vines, Mrs M Smook (Clerk), Ms J McMahon (Assistant Clerk), T Berry (Grant funding officer).

**Members of Public Present: 4**  
**Members of Press Present: None**

Meeting opened at 18:35

2 Members from the Cheese Roll Committee addressed the meeting. They requested the use of the Shell land for a Charitable Fundraising Event on the 28<sup>th</sup> of May 2018. They were requested by the Council to provide certain information and documents by the 23<sup>rd</sup> of March 2018 in order to consider this matter at the April 2018 Full Council meeting.

- 163/FC TO RECEIVE APOLOGIES FOR ABSENCE**  
 The meeting received apologies from Mrs K Mumford, Mrs C Neal, Mrs B Parrish, Mrs F Miles and Ms H Neal for absence and the meeting accepted their reasons.
- 164/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, and R Furolo declared interests in matters concerning the Brockworth Youth Trust.
- 165/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**  
 The Chairman had no report.
- 166/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**  
 County Councillor Robert Vines reported that the county council portion of the council tax will increase by 4.49%. £20,000 will be allocated per County Councillor to divide between 5 parishes, £4000 per parish for minor Highways work.  
 There would also be a meeting at the Henley Bank High School regarding the A417 missing link. There was 2 options to choose from and the views of this meetings attendees would be appreciated.
- 167/FC POLICE AND CRIME**  
 The meeting did not receive a report from the police.
- 168/FC MINUTES**  
 1. The meeting approved the Minutes of the Council Meeting held on 7<sup>th</sup> February 2018.  
 2. The meeting approved the Confidential Minutes of the Council Meeting held on 7<sup>th</sup> February 2018.
- 169/FC REPORT FROM THE OFFICER OF THE COUNCIL**  
 1. The meeting received an update from the Clerk regarding actions agreed at the previous meeting.
- 170/FC BOROUGH COUNCILLORS' REPORT**  
 Cllr R Furolo reported that Tewkesbury Borough Council agreed that the band D rate of Council tax will increase by £5 per year.  
  
 Cllr H. Turbyfield reported that he attended a Neighbourhood watch meeting. There were several reports regarding thefts from motor vehicles and it was found that the motor vehicles were not locked. Residents were reminded to make sure that their vehicles were locked at all times.  
 Cllr H Turbyfield also reported that he attended an overview and scrutiny meeting and a staff sickness meeting.  
 Cllr H Turbyfield reported that the water shortage Tewkesbury experienced a few months ago was being investigated by Severn Trent and Tewkesbury Borough Council to determine who was at fault.  
  
 Cllr Mrs R Hatton reported that they attended a few functions during February as part of their mayoral duties. They also attended the launch of the Aston project in Tewkesbury. This project was helping young children.
- 171/FC WARD REPORTS**  
 Cllr J Clarke reported that there were still some rubbish and silver cannister being left in the Mill Lane car park.  
 Cllr R Furolo reported that there were a lot of pot holes in Brockworth at that moment and these needed to be reported to Highways. **Action-Clerk**

Cllr M Hobden reported that he had confronted a person in Mill Lane playing field driving a Quad bike on the field. He reported the incident to the police and got an incident number. There was no damage to the field.  
Cllr C Joyce reported that she met a lady that was doing discos for young children in the Brockworth Free Church hall. It is a great idea and event for children.  
Cllr I German reported that the Bennet's bus was still parking on the single yellow lines in Ermin street at the Invista site.

**172/FC BROCKWORTH YOUTH SERVICES UPDATES**

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

**173/FC PARKS, OPEN SPACES AND BURIAL GROUND**

1. The meeting received the Play Park and Burial Ground update from the Handy person
2. The meeting received a request from Ritchie Ball to use Mill Lane playing field on the 16<sup>th</sup> of June 2018 for a football tournament. Cllr R Furolo proposed to grant them permission to use the field, seconded by Cllr H Turbyfield. All in favour. **Action-Clerk**
3. The meeting received a request from Molly Sutcliffe for children to use the nature reserve. The meeting decided not to grant permission as the pond in the nature reserve posed a risk to small children and to protect the species of animals. **Action-Clerk**

**174/FC FINANCE**

1. The meeting received the management reports for the financial year to date.
2. The meeting received the Parish Council and Community Centre Budget Reports.
3. The meeting approved the schedule of invoices totalling £4,217.60 +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>
23/02/2018	D. GREGG	Burial ground hedge cutting for 2017/18	£825.00	£0.00	£825.00
17/02/2018	DAVEJENN	Window cleaning February 2018	£165.00	£0.00	£165.00
05/02/2018	EESLOND	Annual survey and testing of lightning protection	£120.00	£24.00	£144.00
19/02/2018	GAPTC	Clerks the knowledge training	£70.00	£0.00	£70.00
09/02/2018	GCC.PENS	Pensions January 2018	£337.58	£0.00	£337.58
28/02/2018	GLOS.C.C	4 X A1 Maps of Brockworth	£16.67	£3.33	£20.00
07/02/2018	GLOSCOM	Connect council computers to virgin. Supply new battery for computer in reception	£105.00	£0.00	£105.00
14/02/2018	K.I. S	Fire extinguisher and emergency lights service	£117.20	£23.44	£140.64
20/02/2018	K. TWINNING	Boarders/Grass maintenance community centre	£669.00	£0.00	£669.00
19/02/2018	SAWPROP	Supply and fit 2 x posts in Mill Lane	£240.00	£0.00	£240.00
19/02/2018	SAWPROP	Repair loft hatch	£20.00	£0.00	£20.00
19/02/2018	SAWPROP	Supply and replace missing handle strike plates	£50.00	£0.00	£50.00
19/02/2018	SAWPROP	Supply and fit 1 x DR30 adapter and 1 x control box for kitchen shutter	£646.00	£0.00	£646.00
07/02/2018	SYSTEM	A4 copier paper	£104.90	£20.98	£125.88
02/02/2018	TREEMAI	Mill Lane and Horsbere brook tree inspection	£356.25	£71.25	£427.50
08/02/2018	VIRGIN	Broadband BPC	£100.00	£20.00	£120.00
08/02/2018	VIRGIN	Broadband CC	£110.00	£22.00	£132.00
01/02/2018	VISIONIC	Webhosting Support April 2018 to March 2020	£165.00	£33.00	£198.00
		<b>TOTAL</b>	<b>£4,217.60</b>	<b>£218.00</b>	<b>£4435.60</b>

4. The meeting received a schedule of payments made outside of meetings since 1 January 2018:

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>AMOUNT</u>
01/01/2018	Envesca	Health and Safety	£144.00
01/01/2018	Water Plus	Water Charges	£55.42
01/01/2018	SG Equipment's	Dishwasher rental	£144.00
15/01/2018	Shire Leasing PLC	Mitel telephone system	£330.97
16/01/2018	KCC	Photocopier	£407.63
16/01/2018	Sage	Software	£199.80
16/01/2018	Eon	Electricity Charges	£477.73
16/01/2018	HMRC	PAYE	£1541.99
17/01/2018	ICO	Information Commissioner's Office Certificate	£35.00
18/01/2018	Elas	Employment Law	£123.60
01/02/2018	Envesca	Health and Safety	£144.00
01/02/2018	SG Equipment's	Dishwasher rental	£144.00

09/02/2018	SSE GAS	Gas Charges	£625.52
16/02/2018	Sage software	Computer software	£254.38
19/02/2018	Eon	Electric charges	£475.63
22/02/2018	Elas	Employment law advice	£123.60
23/02/2018	Water Plus	Water Charges	£55.42
28/02/2018	KCC Commserv	Printer charges	£312.87
28/02/2018	All staff	Payroll	£7703.75

5. The meeting considered quotes for pest control services in the community Centre kitchen from Pest Force, Rentokil and D & R Solutions. Cllr H Turbyfield proposed that we use D&R Solutions, Seconded by Cllr R Hatton. All in favour
6. The meeting could not reconsider a grant application from Brockworth Link / B-Epic Youth Club for 2018/19 as per Brockworth Parish Council Standing Orders (rev Oct 2014) Section 7.
7. The meeting accepted the proposed quotes for annual grounds maintenance:
  - a. Regular Clearance of culvert at Cross Hands Meadow – Martin Twinning at a cost of £35 per visit.
  - b. Maintenance of borders of Burial Ground – Karen Twinning at a cost of £175.
  - c. Maintenance of borders of Community Centre – Karen Twinning at a cost of £355, with weed spraying at £16 when required.
  - d. Twice-annual cut of Burial Ground hedges and clearing of all clippings, plus one cut of the new hedge – David Gregg at a total cost of £830
  - e. Weed spraying the kerbsides in Brockworth – Complete weed control a cost of £1,800 (2 sprays at £900 per spray).
8. The meeting considered the membership renewal with Gloucestershire Playing Field Association. Cllr R Furolo proposed to renew the membership, Seconded by Cllr J Clarke. All in favour

**175/FC****PLANNING MATTERS**

1. The meeting discussed the procedure for planning applications
2. The meeting considered the following planning matters:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
16/02/2018	18/00145/FUL HORSBERE	99 Abbotswood Road, Brockworth	Erection of single storey rear extension	No Objection. All in favour

3. The meeting noted the planning amendments by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
22/11/2017	17/01204/FUL MOORFIELD	35 Medway Crescent, Brockworth	Subdivision of existing dwelling to create a 2-unit maisonette	No objection 07.12.2017	Permit 1.03.2018
04/01/2018	17/01365/TPO MOORFIELD	Brockworth Primary School, Moorfield Road, Brockworth	TPO remove deadwood and damaged limb toward building and reduce crown by 30% on Cherry Tree (TPO 16) Remove deadwood, crown clean and cut back giving 1m clearance on Cherry tree (TPO 6) Sever Ivy, crown lift smaller branches on Mulberry tree (TPO10) Reduces away from building roof by 1m on Hazel tree (TPO 11).	No Objection providing the trees are cut by a qualified Tree Surgeon 15/01/2018	Consent 9.02.18

**176/FC****JOINT CORE STRATEGY**

The meeting received no updates from the Joint Core Strategy Authorities.

**177/FC****CORRESPONDENCE**

1. The meeting received a press release from Tewkesbury Borough Council regarding funding success
2. The meeting received an invitation for Cheltenham plan pre-submission consultations
3. The meeting received a list of meetings being held at Tewkesbury Borough Council during March 2018
4. The meeting received a winter update from Gloucestershire Highways

*The meeting closed at 20.35*

Signed:

Date: