

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6<sup>TH</sup> SEPTEMBER 2017 AT THE COMMUNITY CENTRE AT 7:00 P.M.

**PRESENT** Cllrs: J Hunt, Mrs C Neal, Ms H Neal, F Green, Mrs C Green, Mrs R Hatton, H Turbyfield, R Furolo, J Clarke, Mrs J Styles, Mrs B Parrish, Mrs C Joyce, Mrs I German, Ms S Neal, Mrs K Mumford, Mrs F Miles, Mrs M Smook (Clerk), Ms J McMahon (Assistant Clerk)

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

Meeting opened at 19:04

### 75/FC **BROCKWORTH YOUTH SERVICES UPDATES**

- The meeting received a verbal update from Brockworth Youth Trust (hereafter referred to as BYT). The Youth manager for BYT introduced himself to the Council. He gave the Council an update on what happened in August 2017. The Youth Centre opened on the 1<sup>st</sup> of August 2017. They had 151 youths through the doors for 8 sessions from 6:30-8:45 on Tuesdays and Thursdays. The BYT used all electronic social mediums (Facebook, Twitter, Instagram and our website) to get in contact with children. The BYT was already fortunate to have gained the attending youths' trust by helping them to deal with issues. The BYT had received reports that since their opening, anti-social behaviour had decreased a lot in the month of August. BYT invites all youths into the youth centre. BYT liaised with Millbrook Academy by supporting and helping the school as youth workers and work closely with them. The art department of Millbrook Academy helped to decorate the youth centre. BYT are very focused on what the youths want to do. BYT have been able to acquire grant funding from local business to support them. They also received some laptops from a School in Tewkesbury.  
Ron Furolo asked if the main hall could be reserved on Tuesday nights for use by the BYT. Cllr J Clarke proposed and Cllr Mrs J Styles seconded. All in favour

### 66/FC **TO RECEIVE APOLOGIES FOR ABSENCE**

The meeting received apologies from Cllr M Hobden and Cllr R Vines for absence and the meeting accepted their reasons.

### 67/FC **DECLARATIONS OF INTEREST**

Cllrs R Hatton, H Turbyfield and R Furolo declared interests in all planning and licencing matters.  
Cllrs R Hatton, H Turbyfield, R Furolo, Mrs K Mumford, Mrs C Neal declared interests in matters concerning the Brockworth Youth Trust.

### 68/FC **TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had no report.

### 69/FC **TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**

No report from Cllr R Vines.

### 70/FC **POLICE AND CRIME**

- The meeting did not receive a report from the police.
- The meeting noted an update from Bob Lloyd regarding the neighbourhood watch scheme.

### 71/FC **MINUTES**

- The meeting approved the minutes of the Council Meeting held on 2<sup>nd</sup> August 2017 with an amendment to the list of Councillors present at the meeting, Cllr Mrs C Joyce's name needs to be added to the councillor's present, and on page 3 61/FC-1 the name Cllr R Furolo must be replaced with Cllr Mrs R Hatton. The Chairman and Co-Chairman to review the minutes with the amendment before signing as a true record.

### 72/FC **REPORT FROM THE OFFICER OF THE COUNCIL**

- The meeting received an update from the Clerk regarding actions agreed at the previous meeting.

### 73/FC **BOROUGH COUNCILLORS' REPORT**

Cllr H. Turbyfield reported that they attended the neighbourhood watch meeting for the Cotswold Chase development. The meeting received an update from Bob Lloyd who is the police official responsible for the Gloucestershire area.

Cllr H. Turbyfield also reported that he had a meeting at Waterwells with the Youth Trust manager to seek funding from the Commissioners Fund for the Youth Trust. It was a very positive meeting.

Cllr H. Turbyfield also informed the meeting that he placed some dog fouling signs in Mill Lane and Pound Farm playing fields.

Cllr H Turbyfield also reported that the Borough Councillors had a meeting at the Community Centre, with some planning officers and our architect Dave Williams to show the planning officers where the extension would go. He also explained what the new extension would be used for.

Cllr R. Furolo reported that he received an email about the environmental warden. Brockworth were not getting an environmental warden because of a lack of funding, as only 4 parish councils were willing to fund it.

Cllr Mrs. R. Hatton reported that they had a few mayoral duties for the month and attended a few functions.

## 74/FC

**WARD REPORTS**

The meeting received reports from Councillors with respect to the Wards which they represent.

Cllr Mrs R. Hatton reported that at 3 o'clock Sunday morning the 3<sup>rd</sup> of September 2017, the alarm of the Co-Op Shop in Court Road went off. There were a lot of police officers on the scene and the shop was raided of cigarettes.

Cllr Mrs J Styles reported that the hedgehog signs that were reported missing, had not yet been replaced.

**Action-Clerk**

Cllr Mrs C Joyce enquired about the play area in Ermin Street next to Bellway Estate. She wanted to know who it belonged to and who would be responsible for it. She raised her concerns about the safety of children when the play area opened. Cllr H Turbyfield informed her that the play area still belonged to Bellway Estate and would most probably be handed over to Tewkesbury Borough Council in October.

Cllr Mrs C Green commented that the noise from the Cider Festival was the worst she had experienced in all of its existence. Cllr J Hunt informed her that he and other residents complained to the licencing committee at Tewkesbury about the Cider Festival this year.

Cllr Mrs F Miles reported a manhole cover in Green Street that collapsed. **Action-Clerk**

Cllr Miles also reported that the qualities of the grass cutting in Abbottswood road were messy and the grass cutters were leaving the cutting on the roads and the pavements. Clerk to report it to Tewkesbury Borough Council and Peter Tonge. **Action-Clerk**

Cllr Mrs S Neal reported a road sign in Clyde Road, off Moorfield Road had been damaged by a motor vehicle and was pointing to the house and not the road. This had to be reported to Amey Highways. **Action-Clerk**

Cllr Mrs C Neal reported that the Tewkesbury Borough Offices in the Community Centre had not been open for a number of weeks. She witnessed young girls that were in distress because the TBC office was not opening at all. She felt that a complaint needed to be written to TBC about this issue. This letter of complaint needed to address the fact that they should open again, that it was not acceptable that they were not open and the staff shortages only last a week, not weeks on end. **Action-Clerk**

## 76/FC

**BUILDING MANAGEMENT**

1. The meeting received a letter from Dynamic Sales and Solutions regarding a proposed room swap between Brockworth Parish Council, Mike Jefferies Accountants and themselves. The meeting agreed to the proposed room swap on the condition that Mike Jefferies redecorates his current office. Proposed by Cllr R Furolo, seconded by Cllr Mrs F Miles, all in favour.
2. The meeting considered the Christmas / New Year opening Times for the Community Centre. Cllr R Furolo proposed that the building is closed for the whole week, Cllr Mrs S Neal seconded. All in favour

## 77/FC

**PARKS, OPEN SPACES AND BURIAL GROUND**

1. The meeting received the Play Park and Burial Ground updates from the Handyperson and lists of damages were noted. The meeting decided if play equipment could not be fixed because the parts are discontinued, the play equipment needed to be removed.
2. The meeting approved the Tree Safety Inspection which is due for renewal on 16<sup>th</sup> October 2017.
3. The meeting discussed the responsibility of wedding confetti removal from outside St Georges Church. It was mentioned that there was a lot of confetti outside the church near the allotments after weddings. It was suggested that a letter be written to the church in which the church would be asked to consider using bio degradable and not paper confetti. The church should also clear the area of confetti after weddings. **Action-Clerk**

## 78/FC

**FINANCE**

1. The meeting received the management reports for the financial year to date.  
The Clerk was instructed to change contact details on bank statements to the current clerk's name and request removal of any names of previous Clerks. **Action-Clerk**
2. The meeting received the Parish Council and Community Centre Budget Reports.
3. The meeting approved the schedule of invoices totalling £8600.72+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
31/08/2017	AVTPUMP	Service inspection and tanker	£857.00	£171.40	£1028.40
04/08/2017	BAYLIFUK	Repair door and lift as not closing	£114.00	£22.80	£136.80
04/08/2017	BOC	Oxygen replacement BOC	£214.25	£42.85	£257.10
11/08/2017	CITIZENS	Advice services at Brockworth	£624.00	£0.00	£624.00
14/08/2017	CURTILIF	Supply and fit charger battery	£350.00	£70.00	£420.00
14/08/2017	CURTILIF	Supply and fit door shoes	£335.00	£67.00	£402.00
01/08/2017	DAVEJEN	External windows cleaned	£165.00	£0.00	£165.00

09/08/2017	ELEKSAFE	PAT Testing	£143.20	£0.00	£143.20
16/08/2017	GCC.PENS	Pensions August 2017	£337.58	£0.00	£337.58
09/08/2017	GLEBECO	Grass cutting contract	£1315.8	£263.16	£1578.96
21/08/2017	GLEBECO	Treatment of Himalayan Balsam	£110.00	£22.00	£132.00
21/08/2017	GLEBECO	Side up trees and hedges	£465.00	£93.00	£558.00
31/07/2017	GLEVUMS	Lock/Unlocks July 2017	£229.50	£45.90	£275.40
22/08/2107	PERFORM	Charges for playing music in Community Centre	£1723.36	£430.84	£2154.20
14/08/2017	PHSGROU	Waste Collection	£293.75	£58.75	£352.50
31/07/2017	SAFPRO	Polo Shirts	£156.80	£31.36	£188.16
14/08/2917	SAWPROP	Various repairs	£175.00	£0.00	£175.00
27/07/2017	SPOT-ON	Cleaning products	£250.32	£62.58	£312.90
07/08/2017	STJOHNA	First aid kit	£28.16	£7.04	£35.20
04/08/2017	TEWKESB	Business rates Sept 2017 6 of 10	£713.00	£0.00	£713.00
		<b>TOTAL</b>	<b>£8,600.72</b>	<b>£1,295.68</b>	<b>£9,989.40</b>

Cllr Mrs F Miles noted that the medical oxygen in the building was not needed and that it had to be removed. **Action-Clerk**

The meeting requested more quotes for the emptying of the sewer tank at the end of January 2018. **Action-Clerk**

Proposed by Cllr R Furolo, seconded by Cllr J Clarke. All in favour.

The meeting noted a schedule of payments made outside of meetings since 1 July 2017:

DATE	PAYEE	DETAILS	AMOUNT
03/07/2017	SG Equipment	Dishwasher	£144.00
03/07/2017	Envesca	Health & Safety specialists	£144.00
10/07/2007	HMRC	PAYE for month 4	£986.32
17/07/2017	Shire Leasing	BT Telephone system	£445.80
17/07/2017	Sage	Pensions and payroll	£249.20
18/07/2017	KCC	Photocopier charges	£407.63
20/07/2017	ELAS	Employment Law	£123.60
24/07/2017	Eon	Electricity charges	£322.67
31/07/2017	All staff	Payroll	£7675.17
31/07/2017	T Berry	Consultation	£1120.00
22/08/2017	R Eastwell	Upholstering 16 modular chairs	£1448.00
			£13,066.39

- The meeting considered the Grant request from Brockworth Primary Academy for the Back to School Community Autumn Fayre 2017. Cllr Mrs S Neal proposed to pay them £100. Cllr J Clarke seconded. All agreed. **Action-Clerk**
- The meeting received a letter regarding Bank of Ireland business closure. The meeting agreed that all funds in the Bank of Ireland account should be moved to the Barclays Current Account. **Action-Clerk**
- The meeting approved the quote from Glebe Contractors for Hedge Cutting. Proposed by Cllr Mrs F Miles. Seconded by Cllr S Neal. All in favour
- The meeting considered the Quote from Mant Leisure for stage 1 electrical at Pound Farm MUGA and were of the opinion that the quote was too high. The clerk was instructed to go back to Mant Leisure and request a better price. **Action-Clerk**

## 79/FC

### PLANNING MATTERS

- The meeting considered the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
28.04.16	16/00353/FUL HORSBERE	Rose Cottage Green Street Brockworth	2 No. semi-detached dwellings in the adjacent land of Rose Cottage, Green Street, Brockworth. <b>CONSULTATION ON PLANNING</b>	OBJECT 19.05.16 NO OJECTION 17.08.2016	

			<b>APPLICATION 9/08/17 one attached dwelling in the adjacent land of Rose Cottage, Green Street Brockworth</b>		
30.06.16	16/00621/FUL GLEBE	Brockworth Community Centre	Two Storey extension, to rear of community centre and associated	ABSTAIN FROM COMMENT 15.07.16	<b>PERMIT 21.08.2017</b>
12.06.2017	17/00383/FUL GLEBE	2 St Anne's Close, Brockworth	To remove existing garage and rebuild larger garage	NO OBJECTION 26.06.2017	<b>Permit 28.07.2017</b>
23.06.2017	17/00628/FUL HORSBERE	25 Buckholtway, Brockworth	Conversion of garage into living space. Replace garage door with wall and window. Change roof from flat to mono-pitched including a Velux window	NO OBJECTION 10.07.2017	<b>Permit 08.08.2017</b>
17.7.2017	17/00690/FUL HORSBERE	17 Oldfield Road, Brockworth	Single Storey rear extension to dwelling	NO OBJECTION 31.07.2017	<b>Permit 30.08.2017</b>
31/07/2017	17/00817/FUL	45 Astor Close, Brockworth	Two Storey Extension to side of property	NO OBJECTION 14.08.2017	
02.08.2017	17/00809/FUL HORSBERE	Talana Painswick Road, Brockworth	Installation of a liquefied petroleum gas tank	NO OBJECTION 16.08.2017	
21.08.2017	17/00831/FUL GLEBE	18 Hurcombe Way, Brockworth	Single Storey rear extension (retrospective)		
29.08.2017	17/00869/FUL WESTFIELD	11 Ermin Park, Brockworth	Two storey side and single storey rear extension. Erection of front porch.		
29.08.2017	17/00706/FUL HORSBERE	26 Ermin Street, Brockworth	Single Storey Side Extension		
01/06/2017	17/00541/FUL WESTFIELD	31 Boverton Drive, Brockworth,	Two Storey Side Extension, two storey & single storey rear extension	NO OBJECTION 21.06.2017	<b>Permit 30.08.2017</b>

**80/FC****JOINT CORE STRATEGY**

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

**81/FC****CORRESPONDENCE**

The Council received a list of correspondences for information.

1. The meeting received information for the commissioner's fund 2018/19.
2. The meeting noted the State of the Borough Report from TBC.
3. The meeting received and discussed a letter from Brockworth Community Project. The meeting was informed that the person in question did not apologise to the staff member and that the person in question did not want to discuss the issue with the Clerk and Chairman. Cllr R Furolo proposed that the council not

lift the ban against the person in question until further notice. Seconded by Cllr Mrs J Styles. 14 in favour, 1 abstention.

4. The meeting received a letter from Brockworth Surgery updating continuity plan and there request to use the community centre in an emergency. The meeting agreed that the Brockworth Surgery could use the community centre in emergency situations.
5. The meeting noted a copy of an email from Philip Horner for information.
6. The meeting received notification of GMTF Annual General Meeting. No one would be attending the Annual General Meeting.
7. The meeting received a list of meetings being held at TBC during September 2017.
8. The meeting received a letter from GATPC regarding Retrospective Planning Applications.
9. The meeting received emails complaining about the Witcombe Cider Festival.
10. The meeting received an email regarding the closure Brockworth bypass for hedge cutting and to allow the use of the road closure to volunteer litter pickers.

82/FC

**STAFF 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.***

*The meeting closed at 21:30*

Signed:

Date: