

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH OCTOBER 2017 AT THE COMMUNITY CENTRE AT 7:00 P.M.

PRESENT Cllrs: J Hunt, Mrs C Neal, F Green, Mrs C Green, Mrs R Hatton, H Turbyfield, J Clarke, Mrs J Styles, Mrs C Joyce, Mrs I German, Ms S Neal, M Hobden, Cllr R Vines. Mrs M Smook (Clerk), Ms J McMahon (Assistant Clerk)

Members of Public Present: None
Members of Press Present: None

Meeting opened at 19:00

- 83/FC TO RECEIVE APOLOGIES FOR ABSENCE**
The meeting received apologies from Cllr Mrs K Mumford, Mrs B Parrish, Ms H Neal, R Furolo and Mrs F Miles for absence and the meeting accepted their reasons.
- 84/FC DECLARATIONS OF INTEREST**
Cllrs R Hatton and H Turbyfield declared interests in all planning and licencing matters.
Cllrs R Hatton, H Turbyfield, M Hobden and Mrs C Neal declared interests in matters concerning the Brockworth Youth Trust.
Cllr Mrs J Styles declared an interest in Agenda item 94/FC-5
- 85/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
The Chairman had no report.
- 86/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
Cllr R Vines reported that the road surfacing on A46 was not yet finished but it would be done by the evening. Fibre optic broadband was being installed and we would all benefit from it and have faster broadband. Gloucestershire County Council gave every County Councillor £5000 for Youth Services grants and he awarded Brockworth Community project a grant of £1500.
- 87/FC POLICE AND CRIME**
1. The meeting did not receive a report from the police.
Cllr Mrs C Joyce reported that she was informed that a group of children on bicycles intimidated someone she knew while she was driving from Mill Lane. She parked at the United Church in Moorfield Road as she was too scared to go home. The person had her children in the car with her. Cllr Joyce asked that we report this incident to the Police. **Action- Clerk**
- 88/FC MINUTES**
1. The meeting approved the minutes of the Council Meeting held on 6th September 2017.
2. The meeting approved the confidential minutes of the Council Meeting held on 6th September 2017
3. The meeting received the Minutes of the Extraordinary Building Working Group meeting held on 14th September 2017
- 89/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. The meeting received an update from the Clerk regarding actions agreed at the previous meeting. The meeting decided to put the grant that was awarded to the previous year 6 class of Brockworth Primary Academy back into the grant pot as the purpose of the grant had lapsed and that they had not yet claimed the money. Clerk would advise them that they could re-apply for another grant for another purpose in the future. **Action-Clerk**
- 90/FC BOROUGH COUNCILLORS' REPORT**
Cllr H. Turbyfield reported that he had attended a few meetings at Tewkesbury Borough Council during the past month.
Cllr Mrs. R. Hatton reported that they had a few mayoral duties for the month and attended a few functions.
- 91/FC WARD REPORTS**
Cllr Mrs S Neal reported that the garden waste bin that they put out on Monday was only collected on a Tuesday, and Cllr Neal wanted to know the reason why it was not collected on a Monday. Clerk would find out from the officer from Tewkesbury Borough Council. **Action-Clerk**

92/FC

BROCKWORTH YOUTH SERVICES UPDATES

- The meeting received a verbal update from Brockworth Youth Trust (hereafter referred to as BYT) September 2017 had proved to be another successful month with attendance up from 151 in August 2017 to 204, an increase of 35%. The majority attending were girls and a core attendance was starting to establish i.e. the same group of youths were attending on a regular basis
BYT was working closely with Gloucestershire Police who had agreed to make regular visits on Tuesday and Thursdays, in support of BYT. Gloucestershire Police wanted to ensure no anti-social behaviour took place by Youths who were hanging around outside the Youth Centre gates and who did not attend any of the BYT sessions.
BYT were also working with Millbrook Academy and had a recent meeting where joint ventures were discussed regarding where they could support each other.
BYT also had a meeting with PATA (Charitable Organisation that runs courses for children of all ages) to agree terms for babysitting workshops that would be run and funded by PATA at the Youth Centre and Millbrook Academy.
The Youth Centre would be closed on the 31st of October 2017 to reduce the risk of anti-social behaviour because of the nature of the evening i.e. Halloween. An alternative "Scare Caving" event had been arranged at The Warehouse, Gloucester on Monday the 30th of October 2017.

93/FC

PARKS, OPEN SPACES AND BURIAL GROUND

- The meeting received the Play Park and Burial Ground updates from the Handyperson and the list of damages were noted.
The meeting agreed to send a thank you letter to the Community Payback team for all their hard work they had done in Brockworth over the past summer.
Cllr H Turbyfield reported that he had put up fencing around the damaged Hip Hop Surface in the Mill Lane Playing field. He had to put the fencing back up 3 times as it was moved by either adults or large children, and these fences were heavy. On Monday the fences were trashed and had to be removed. The surface was repaired on the Tuesday.
- The meeting received the Play Park inspection reports.
- The meeting received a report on the hip hop surface repair.

94/FC

FINANCE

- The meeting received the management reports for the financial year to date.
- The meeting received the Parish Council and Community Centre Budget Reports.
- The meeting approved the schedule of invoices totalling £9245.55+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
26/09/2017	BOC	Late payment fee	£15.00	£0.00	£15.00
14/09/2017	DAVEJEN	Window cleaning September 2017	£85.00	£0.00	£85.00
26/09/2017	DISHDIRE	Dishwasher tablets	£97.00	£19.40	£116.40
19/09/2017	ENVESCA	Emergency First Aid at Work Training	£576.75	£115.35	£692.10
13/09/2017	GCC.PENS	Pensions September 2017	£337.58	£0.00	£337.58
07/09/2017	GLEBECO	Grass Cutting Contract	£999.60	£199.92	£1199.52
31/08/2017	GLEBECO	Nature Close NNR and Wildlife	£1185.00	£237.00	£1422.00
31/08/2017	GLEVUMS	Lock/Unlock service August 2017	£229.50	£45.90	£275.40
21/09/2017	HAGSSMP	Repair black wet pour	£255.63	£51.12	£306.75
21/09/2017	HAGSSMP	Pound farm wet pour	£2800.00	£560.00	£3360.00
22/09/2017	MARTECH	Box section mesh and fit MUGA	£155.00	£31.00	£186.00
11/09/2017	PLAYINSP	Annual Inspection Mill Lane and Pound farm	£270.00	£54.00	£324.00
06/09/2017	SAWPROP	Various repairs	£345.00	£0.00	£345.00
18/09/2017	SAWPROP	Descale boiler, adjust OHP, repairs	£222.00	£0.00	£222.00
15/09/2017	SMITHS	Annual Clock Service	£210.00	£42.00	£252.00
19/09/2017	SPOT-ON	848/17 Cleaning products	£209.65	£41.93	£251.58
21/09/2017	SPOT-ON	Cleaning products	£14.24	£2.85	£17.09
21/09/2017	SPOT-ON	Toilet tissue	£25.51	£5.10	£30.61
05/09/2017	SYSTEM	Paper, planner, Tippex, laminating	£197.12	£39.42	£236.54
11/09/2017	SYSTEM	Tippex	£5.97	£1.19	£7.16
14/09/2017	SYSTEM	2 door storage cup board	£279.00	£55.80	£334.80
07/09/2017	TEWKESB	Business rates October 2017	£731.00	£0.00	£731.00
		TOTAL	£9245.55	£1501.98	£10747.53

4. The meeting noted a schedule of payments made outside of meetings since 1 August 2017:

DATE	PAYEE	DETAILS	AMOUNT
01/08/2017	Water Plus	Water	£143.96
01/08/2017	SG Equipment	Dishwasher	£144.00
01/08/2017	Envesca	Health & Safety specialists	£144.00
10/08/2017	SSE Gas	Gas Utility	£225.12
16/08/2017	Sage	software	£199.80
17/08/2017	ELAS	Employment Law	£123.60
21/08/2017	KCC	Photocopier charges	£382.62
04/09/2017	SLCC	Webinar data protection	£36.00
21/09/2017	Mariska Smook	Bid Writing course and train ticket	£461.00
31/09/2017	All staff	Payroll	£7440.21
			£9300.31

5. **Cllr Mrs J Styles left the room**

The meeting considered a grant request from the Welcome Club for £100.

Cllr Mrs S Neal proposed to pay them £100. Cllr J Clarke seconded. All agreed. **Action-Clerk**

Cllr Mrs J Styles returned to the meeting.

6. **Trustees H Turbyfield, R Hatton, C Neal and M Hobden left the room.**

The meeting considered the Grant request from Brockworth Youth Trust for £250. Cllr J Clarke proposed to grant £250. Cllr Mrs C Green seconded. All in Favour. **Action – Clerk**

Trustees returned to the meeting.

7. The meeting approved the quote from the Play Inspections Company. Proposed by Cllr Mrs S Neal.

Seconded by Cllr H Turbyfield. All in favour. **Action-Clerk**

8. The meeting received a letter from HMRC regarding the payment of PAYE tax duties that could no longer be paid at the Post Office from December 2017. Clerk instructed to contact GAPTC and enquire if the Council would be able to do online banking with 3 signatories. **Action-Clerk**

9. To meeting considered quotes for emptying the sewerage tank. Cllr Mrs S Neal proposed that we stay with AVT Pump. Seconded by Cllr J Clarke. 2 Abstentions, 9 in Favour.

10. The meeting noted an email from Grant Thornton with answers to their questions.

11. The meeting noted a grant application withdrawal for the Autumn Fayre 2017 from Brockworth Primary Academy due to the cancellation of this event.

12. The meeting considered the Grant request from Brockworth Primary Academy for the Christmas Fayre 2017 for £120. Cllr Mrs S Neal proposed to pay them £120. Cllr Mrs R Hatton seconded. All in favour. **Action-Clerk**

13. The meeting considered an updated quote from Martin Twinning for the new cremation plots. Cllr Mrs J Styles proposed to accept the quote. Seconded by Cllr Mrs R Hatton. All in favour. **Action-Clerk**

14. The meeting noted the notification from TBC of a deposit of the second half of 2017/18 Precept payment.

15. The meeting considered a quote from SAW Property Care for the canopy outside the Youth Centre. Proposed by Cllr Mrs S Neal. Seconded by Cllr J Clarke. All in favour. **Action - Clerk**

95/FC

PLANNING MATTERS

1. The meeting considered the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
25.07.2017	17/00777/FUL MOORFIELD	Brockworth Primary School, Moorfield Road, Brockworth	Variation of Condition 2 of 16/00489/FUL to allow for amendments to the design of the previously permitted extension.	NO OBJECTION 08.07.2017	Permit 08.09.2017
31.07.2017	17/00817/FUL	45 Astor Close, Brockworth	Two Storey Extension to side of property	NO OBJECTION 14.08.2017	Permit 21.09.2017
02.08.2017	17/00809/FUL HORSBERE	Talana Painswick Road, Brockworth	Installation of a liquefied petroleum gas tank	NO OBJECTION 16.08.2017	Permit 22.09.2017

10.04.2017	17/00201/FUL HORSBERE	Green Lea, Green Street, Brockworth	Tool Shed and Garden Room. Also siting of Air Source Heat Pump for main house heating. Designing and finish to match main barn (REF 16/00036/FUL)	NO OBJECTION 26.04.2017	Permit 27.09.2017
21.08.2017	17/00831/FUL GLEBE	18 Hurcombe Way, Brockworth	Single storey rear extension (retrospective)	NO OBJECTION 08/09/2017	Permit 28.09.2017
29.08.2017	17/00869/FUL WESTFIELD	11 Ermin Park, Brockworth, Gloucester	Two storey side and single storey rear extension. Erection of front porch.	NO OBJECTION 14/09/2017	
29.08.2017	17/00706/FUL HORSBERE	26 Ermin Street, Brockworth, Gloucester	Single Storey Side Extension	NO OBJECTION 14/09/2017	
01.09.2017	17/00914/FUL HORSBERE	8 Javelin Way Brockworth	Single Storey Extension	NO OBJECTION 14/09/2017	
01.09.2017	17/00885/FUL MOORFIELD	35 Medway Crescent, Brockworth	Two Storey Side Extension	NO OBJECTION 14/09/2017	
13.09.2017	17/00709/FUL WESTFIELD	155 Ermin Park Brockworth	First floor rear extension above existing garage and erection of front porch.		
25.09.2017	17/00969/FUL HORSBERE	15 Napier Drive, Brockworth	Single Storey Side Extension		
25.09.2017	17/01003/FUL HORSBERE	Castle Lodge, Green Street, Brockworth	Demolition of Castle Lodge and erection of two new dwellings		

96/FC**JOINT CORE STRATEGY**

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

97/FC**CORRESPONDENCE**

The Council received a list of correspondences for information.

1. The meeting received a list of meetings being held at TBC during October 2017.
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. Cllr Mrs J Styles seconded. 14 in favour, 1 abstention.
4. The meeting received a letter from Brockworth Surgery updating continuity plan and their 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 letter from GATPC regarding Retrospective Planning Applications.
8. The meeting received emails complaining about the Witcombe Cider Festival.

9. The meeting received an email regarding the closure of Brockworth bypass for hedge cutting and to allow the use of the road closure to volunteer litter pickers.

The meeting closed at 20:30

Signed:

Date: