



NOTICE OF ANNUAL PARISH COUNCIL MEETING

I hereby give notice that the annual meeting of Brockworth Parish Council will be held in Brockworth Community Centre, on **Wednesday 7 May 2014 at 7.00 p.m.**

Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

All residents of the Parish are welcome to attend and a 15 minute period of time will be set aside for members of the public to raise questions between 7.00pm and 7.15pm.

Julie Shirley (Clerk to the Council)
30th April 2014

AGENDA

- 01/FC TO RECEIVE APOLOGIES FOR ABSENCE**
- 02/FC TO ELECT A CHAIR OF THE COUNCIL FOR THE ENSURING YEAR AND RECEIVE THE CHAIR'S ACCEPTANCE OF OFFICE**
- 03/FC TO ELECT A VICE CHAIR OF THE COUNCIL**
- 04/FC DECLARATIONS OF INTEREST**
Members are invited to declare any interest they may have in the business set out on the Agenda to which the approved Code applies.
- 05/FC TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES AND GROUPS**
1. Personnel Committee (5 members)
 2. Building Management Committee (5 members)
 3. Events Working Party
 4. Appeals Panel (3 members)
 5. Burial Ground Working Party (4 members)
- 06/FC TO APPOINT THE FOLLOWING OFFICERS AND REPRESENTATIVES**
- (I) Public Relations Officer
 - (II) Internal Reviewer of Accounts
 - (III) Flood/Snow Warden
 - (IV) Tree Warden
 - (V) One Representative on the Brockworth Community Project Management Committee
 - (VI) One Representative for the Elderly Clubs Committees
 - (VII) One Representative for the Brockworth Allotments Association
 - (VIII) One Representative for the Gloucestershire Airport Consultative Committee meetings
 - (IX) One Representative for the Gloucestershire Playing Field Association meetings
- 07/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
- 08/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**

- 09/FC POLICE AND CRIME**
1. To receive a report from the Police
- 10/FC MINUTES** (attached)
1. To approve the Minutes of the Council Meeting held on 2nd April 2014.
- 11/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. To receive an update from the Clerk regarding actions agreed at the previous meeting, for information purposes only (attached)
2. To note that the Annual Parish Meeting is taking place on Wednesday 21 May at 7pm in the conference room (the main hall is not available).
3. To approve the annual report 2013-14 (enclosed).
- 12/FC BOROUGH COUNCILLORS' REPORT**
To receive reports from Borough Councillors for information purposes
- 13/FC WARD REPORTS**
To receive reports from Councillors in respect of the Wards which they represent, for information purposes only.
- 14/FC BROCKWORTH COMMUNITY PROJECT UPDATES**
1. To receive the monthly report (attached)
2. To receive a verbal update from the Parish Council representative on the Community Project Management.
3. To consider funding the summer activities programme for 11 to 18 year olds (proposal attached).
4. To consider funding the summer activities programme for under 11 year olds (proposal attached).
- 15/FC CHEESE ROLLING 2014**
1. To note the traffic diversion in place for the event on 26 May (attached).
2. To respond to the question "what is the Council's opinion of the Cheese Rolling" posed at the previous parish council meeting.
- 16/FC PARKS, OPEN SPACES AND BURIAL GROUND**
1. To receive Play Park and Burial Ground updates from the Handyperson (attached).
2. To consider painting the wooden fort with Zeroflame Fire Retardant Treatment at a cost of £130.15+VAT per 5 litres (estimated 20 litres required)
3. To receive an update regarding Gloucestershire Playing Field Association's activity with school-children and play inspections (attached).
4. To receive an update regarding the outdoor gym project and to note that an additional £820+VAT expenditure was incurred to install pedestrian barriers on the new footpath as part of this project (attached)
5. To consider a quote to alter one of the new pedestrian gates on Mill Lane field (attached).
6. To consider whether to continue to permit empty cremation plots to be purchased (attached)
7. To consider the cost of materials for the barrier fence at the brook behind Cedar Road (costs to be confirmed at the meeting)
- 17/FC FINANCE**
1. To receive the Management Accounts for the financial year to date (attached).
2. To approve the schedule of invoices which are due payment (attached).
3. To receive a schedule of payments made outside of meetings since 1 April 2014 (attached).
4. To receive the year end accounts for 2013/14 as prepared by Brothertons (attached)
5. To approve the year end accounts and the governance statement for 2013/14 for submission to the external auditor (attached)
6. To receive the internal auditors report for the year end accounts 2013/14 (attached)
7. To note the repeal of section 150(5) of the Local Government Act 1972 which means that the Council can adopt electronic banking providing certain safeguards are in place (attached)
- 18/FC SECTION 137 GRANT REQUESTS**
1. To approve the annual award of £50 to Millbrook Academy "Pupil of the Year" (Gommersall Cup)
2. To approve the annual award of £50 to Millbrook Academy for The Godfrey Browning Cup.

19/FC

GLOUCESTERSHIRE MARKET TOWNS FORUM

1. To receive a verbal update from the latest meeting.

20/FC

PLANNING MATTERS

1. To consider the following planning matters:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
01.04.14	14/00278/FUL HORSBERE	8 Ermin Street Brockworth GL3 4HJ	Variation of condition 2 attached to permission 14/00052/FUL to allow no more than 25 persons to be accommodated at the premises at any one time.	OBJECT 08.04.14 Will create noise nuisance early mornings & increased traffic
04.04.14	14/00291/ADV HORSBERE	Unit A, Belgrave House Whittle Way Coopers Edge	Two illuminated fascia signs	NO OBJECTION 14.4.14
22.04.14	14/00290/FUL HORSBERE	Hillsdown Green Street Brockworth	Retention of first floor extension to east elevation. Erection of first floor extension to west elevation and attached garage.	NO OBJECTION 28.04.14
23.04.14	14/00308/APP HORSBERE	Plot 1420 Gloucester Bus Park Brockworth	Reserved matters application for the provision of 7,486 sq m of Class B1 business development on three floors to be completed in two phases, together with associated car parking, landscaping and infrastructure.	

2. To note planning decisions by Tewkesbury Borough Council:

Date received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
27.01.14 12.02.14 Revised plans	14/00056/FUL WESTFIELD	35 Westfield Road Brockworth GL3 4AT	Demolition of existing garage and construction of new building to form an ancillary granny annexe and storage area. Demolition of low level boundary wall and construction of 1.80m high close boarded fence. 12.02.14 Revised plan includes Cert B served on neighbours, revised fence line/street elevation, reduced amount of fencing.	NO OBJECTION 04.02.14	PERMIT 03.04.14
06.02.14	14/00086/FUL WESTFIELD	38 Ermin Park Brockworth GL3 4DD	Single storey side and rear extension. New block and render outer face to existing dwelling to screen existing pre-fabricated cladding panels.	NO OBJECTION 25.02.14	PERMIT 01.04.14
11.02.14	14/00102/FUL HORSBERE	Windrush Green Street Brockworth	Proposed first floor extension at side & replacement porch to front elevation.	NO OBJECTION 13.02.14	PERMIT 03.04.14
13.01.14	13/01278/FUL HORSBERE	Part Parcel 0973, Kennel Lane Brockworth	Construction of 1 additional dwelling and garage	OBJECT 21.01.14	PERMIT 02.04.14

3. To note the planning appeal for 30 Westfield Road, Brockworth (attached).

21/FC

JOINT CORE STRATEGY

1. To receive updates regarding the Joint Core Strategy.

22/FC

CORRESPONDENCE

1. To receive list of correspondence for information (attached)
2. To receive a letter requesting a litter bin for the footpath leading to Whittle Square from Hucclecote Road (attached).
3. To consider attendance at the Town & Parish Council Seminar on 11 June (letter attached).