

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5 MARCH 2014 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT J Hunt (Chairman), Mrs C Neal, Mrs C Green, F Green, J Clarke, H Turbyfield, Mrs M Rowcliffe-Quarry, Mrs J Perez, Mrs I German, Mrs S Lefeuvre-Wellard, Mrs F Miles, E Buxton, M Hobden, R Furolo, V Perez, I Aruna, Mrs J Shirley (Parish Clerk)

Members of Public Present: Three

Members of Press Present: None

Also Present: PC Rob Guest, County Councillor Vines

Mr J Pointon organiser of the Witcombe Cider Festival was present to request that the Parish Council submits a positive representation in favour of the Cider Festival for the licence review the Police have requested.

Mr J Eccles asked if the Parish Council was aware of plans for a special needs school planned for land on alongside the A417; the Parish Council is unaware of any plans.

The Chairman requested that agenda item 206/FC.2 relating to the Witcombe Cider Festival be moved to after item 193/FC, this was agreed.

189/FC TO RECEIVE APOLOGIES FOR ABSENCE

None.

190/FC DECLARATIONS OF INTEREST

Cllr J Perez declared an interest in item 204/FC (Planning) due to serving on the borough council's planning committee, and item 203/FC (Gloucestershire Market Towns Forum) due to serving on the Board.

191/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

None.

192/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR

Cllr Vines gave a verbal update; the council tax for 2014/15 has been frozen and Cllr Vines gave a breakdown of the budget. Cllr J Perez asked about funding for youth provision in 2014/15; currently £50k is distributed to district councils to allocate to youth projects but this is changing in 2014/15; money will be allocated to County Councillors to allocate to youth provision in their ward areas. There will be £50k distributed to district councils for youth provision for 2014/15 (final year) plus £5k to each County Councillor for youth provision and a further £40k to each County Councillor for healthy projects in their wards. The Parish Council will inform the County Councillor of any projects in the area that we would wish to be supported.

193/FC POLICE AND CRIME

PC Rob Guest attended the meeting and gave an update on the crime figures; there were 10 crimes in January 2014, and 16 crimes in February 2014 compared to 11 crimes in January 2013 and 28 in February 2013. Cllr J Perez raised an issue on Boverton Drive with parked cars and increased traffic. Cllr J Perez will forward the emails received from residents to PC Guest. Cllr Furolo noted that the problem with mopeds racing on Moorfield Road has been occurring again; PC Guest requested registration numbers so he can address the issue.

Witcombe Cider Festival item brought forward from agenda item 206/FC. The Police have requested a review of the Licence due to public nuisance and crime and disorder. Cllr V Perez attended the Cider Festival last year and from his experience there was a fair spread of age ranges and thought it was very well organised, and enjoyed the event. Cllr V Perez feels that if the organisers can give assurances that the issues will be addressed then he would like to support the event continuing. Mr Pointon said there were 15 staff plus 20 volunteers providing security for the event. Cllr J Perez also said that she felt the event was organised well and would like to support the event. Cllr Furolo asked Mr Pointon to explain how he will address the issues highlighted. The proposals include removal of the overnight camping, increasing the level of the fencing and a new security team will be in place. The event is restricted to 1,500 people per day. Cllr Hunt had been contacted by several residents regarding the issues at the last Cider Festival and Cllr Hunt personally felt that the residents should be supported in having their concerns addressed. Cllr Rowcliffe-Quarry noted that Mr Pointon appears to be doing everything he can to ensure the event runs smoothly and minimise impact on the residents. Cllr V Perez proposed that if assurances are received that the issues will be addressed then the Parish Council supports the event, seconded by Cllr Miles; vote was 10 in favour, 5 against, 1 abstention. Motion carried. **Action: Clerk to inform Tewkesbury BC.**

194/FC

MINUTES

1. The meeting approved the Minutes of the Council Meeting held on 5th February 2014 with one amendment at agenda item 176/FC, replace the wording Policy with Police. Cllr J Perez reported that Tewkesbury BC member Sue Hillier-Richardson would assist with re-starting the community policing meetings in Brockworth. **Action: Clerk** to put this on the next Full Council agenda.
2. The meeting received the Minutes of the Personnel Committee Meeting held on 26th February 2014.

195/FC

REPORT FROM THE OFFICER OF THE COUNCIL

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

196/FC

BOROUGH COUNCILLORS' REPORT

Cllr Rowcliffe-Quarry gave an update from the Overview & Scrutiny Committee, where flood management was discussed at the latest meeting. There has also been a meeting of the Enviro-Crimes group; it was noted that the legislation relating to dog orders is being replaced soon by public spaces protection orders. There will be a week-long campaign in Brockworth relating to dog fouling. Cllr J Perez reported that the budget for 2014/15 has been set with no increase in the council tax. The main issues affecting Tewkesbury BC this past month has been flooding; 65 properties in Tewkesbury Borough flooded. Members and Officers are working on Transform Tewkesbury Borough, a business transformation strategy. There is ongoing work with the Strategic Economic Plan.

197/FC

WARD REPORTS

Cllr Furolo requested that the Clerk follow up with Highways about the Abbotswood Road roundabout issue previously reported. Cllr Lefevre-Wellard asked that the Clerk chase-up the contractor for an installation date for the pedestrian bollards on Mill Lane playing field. Cllr Aruna requested that the Council writes to the landowner of the land behind Tesco to request a litter bin on the walk through from Hucclecote Road to Tesco. Cllr V Perez passed on a suggestion that we install a litter bin on Mill Lane field alongside the green fencing for football spectators to use. **Action: Clerk** to request the Handyperson monitors the level of litter left over from the weekends and assess the need for a litter bin. The post-mounted litter bin is broken at the bus stop on Hucclecote Road near the Victoria pub. Cllr Miles reported that cars are parking on the corner by the doctors' surgery on Abbotswood Road despite the no waiting restriction on the road. Cllr Miles also noted that the footpath alongside the watercourse behind Abbotswood Road needs clearing up, Clerk to report to Tewkesbury BC.

198/FC

BROCKWORTH COMMUNITY PROJECT UPDATES

1. The parish council received the monthly report which was circulated prior to the meeting. Cllr J Perez attend a youth network meeting recently and noted that the youth provision in Brockworth is very good value for the 5 sessions we receive each week whereas other areas are paying higher costs for less sessions. Cllr J Perez also reported that the Project is looking at running a volunteer programme to train volunteers to help with the youth centre. The Project is also looking at the summer holiday activity programme.
2. The next Management Committee meeting will be held on 13 March; however Cllr J Perez is unable to attend so Cllr V Perez will attend.

199/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. The meeting received a written report from the handyperson that was circulated prior to the meeting.
2. The meeting discussed making an offer to purchase the land on Court Road adjacent to the allotments and agreed to offer £10,000 for the land to use it as burial facilities. **Action: Clerk** to make the offer and also find out whether section 106 could be used for a garden of remembrance. Clerk also to look at the hydrology report submitted with the previous planning application for this site to see if it contains information regarding the water table level etc needed for a burial ground planning application.

200/FC

FINANCE

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting approved the schedule of invoices totalling £6,086.65+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>
07/02/2014	RBLC	Car Park rental Feb 2014	84.00	0.00	84.00
01/02/2014	REDSTONE	Account support services - Feb-Apr14 incl	45.00	9.00	54.00
31/01/2014	GLEVUMSE	Lock and Unlock service Jan 2014	252.30	50.46	302.76
06/02/2014	NISBETS	16 banqueting chairs for office 2	383.84	76.76	460.60
14/02/2014	FALCONCO	Photocopier usage charges IRC2020i	274.91	54.98	329.89
14/02/2014	FALCONCO	Photocopier usage charges IR2270	41.10	8.22	49.32
28/02/2014	GCC.PENS	February 2014 Pensions	1413.31	0.00	1413.31
19/02/2014	STJOHNAM	AED Re-qualification for JShirley	75.00	15.00	90.00
19/02/2014	SYSTEM	Whiteboard for room 2	25.99	5.20	31.19
20/02/2014	HEWER	Annual boiler service	160.00	32.00	192.00
24/02/2014	MINIBUS	Community Bus February 2014	600.00	0.00	600.00
24/02/2014	DAVEJENN	Community Centre Window Cleaning February 2013	75.00	0.00	75.00
24/02/2014	DAVEJENN	Bus shelter cleaning 2013/14	240.00	0.00	240.00

26/02/2014	BROCKWOR	Brockworth Magazine issue Feb/Mar 2014	210.00	0.00	210.00
24/02/2014	D.GREGG	Hedge cutting at burial ground 2013	600.00	0.00	600.00
24/02/2014	D.GREGG	Cutting new hedge at burial ground 2013	180.00	0.00	180.00
27/02/2014	GAPTC	Carole Neal & Julie Shirley - Terms & Conditions of employment	90.00	0.00	90.00
16/02/2014	BLUEARRO	Kitchen cover - Mr K Mountney w/e 14/02/14	143.13	28.63	171.76
28/02/2014	SCOUTGRP	Magazine deliveries Issue 39, 40 and 41	666.90	0.00	666.90
27/02/2014	SYSTEM	H&S poster, A3 paper, Man envs, laminating pouches	42.15	8.43	50.58
04/03/2014	SPOT-ON	Cleaning supplies	484.02	96.80	580.82
		Total	<u>6086.65</u>	<u>385.48</u>	<u>6472.13</u>

3. The meeting noted the schedule of payments made outside of meetings since 1 February 2014:

DATE	PAYEE	DETAILS	AMOUNT
01/02/14	EON	Community Centre Gas monthly DD	£282.00
01/02/14	Severn Trent Water	Water Rates	£88.99
01/02/14	Best of Gloucester	Community Centre Advertising monthly DD	£94.80
06/02/14	Allotments Association	Grant to fell tree as agreed at February full council meeting	£120.00
12/02/14	EON	Community Centre Electricity Usage to 29 January 2014	£515.70
12/02/14	HMRC	VAT Return 01/10/13 to 31/12/13	£668.01
17/02/14	Tewkesbury BC	Business rates monthly instalment missed from monthly cheque run	£809.00
24/02/14	BT	Quarterly broadband invoice not received resulting in overdue payment	£68.40
28/02/14	All staff	February 2014 Payroll for 9 staff	£5863.72

4. The meeting considered the draft list of assets of community value for nominating to allow the community a 6 month window of opportunity to bid for the asset should it come up for sale. Councillors added other items to the list and the Clerk will re-draft for the next meeting. **Action: Clerk.**

Cllr Lefeuvre-Wellard left the meeting.

5. It was agreed to appoint Brothertons to prepare the year end accounts 2013/14 at a cost of £490+VAT.

6. The meeting reviewed the Allotment rental price for 2015 and agreed to raise the annual rent to £100. **Action: Clerk** to write to the Allotments Association.

7. It was agreed to renew the annual membership for Fields in Trust at a cost of £25.00. **Action: Clerk.**

8. It was agreed to renew the annual membership for Gloucestershire Rural Community Council at a cost of £25.00. **Action: Clerk.**

9. The Parish Council resolved to accept the recommendation by the Personnel Committee that the Administrator post is not designated a Local Government pensionable post when it becomes vacant (this resolution is already in place for the Clerk, Assistant Clerk and Handyperson posts).

10. The Parish Council resolved to accept the recommendation by the Personnel Committee that new employees will be opted into the National Employment Savings Trust (NEST) at auto-enrolment in 2016 (where employees meet the eligibility criteria), and that from now on all new Terms & Conditions of employment will no longer refer to the Local Government Pension Scheme.

11. The meeting approved the contractors for the following contractors for 2014/15:

- Annual cut of hedges alongside the road at Mill Lane car park only – Pither Agriculture
- Regular clearance of culvert at Cross Hands Meadow – Martin Twinning
- Maintenance of borders at Burial Ground – Karen Twinning
- Maintenance of borders at Community Centre – Karen Twinning
- Twice-annual cut of Burial Ground hedges plus one cut of the new hedge – David Gregg.

201/FC

A417 LOOP

- Councillors gave a verbal update from the A417 loop option meeting held on 11 February 2014.
- It was agreed that the Parish Council pledges its support towards the A417 Loop scheme and will provide the Council's logo and statement to Gloucestershire County Council to use. **Action: Clerk.**

202/FC

FEEDBACK FROM MEETINGS

- Councillors gave a verbal update regarding the Coopers Edge Community Information evening.
- Cllr Clarke gave a verbal update regarding the recent Airport Consultative Committee Meeting.

- Councillors gave a verbal update regarding the meeting with new public rights of way contractor Amey at Gloucestershire County Council.

Cllr Rowcliffe-Quarry left the meeting.

203/FC GLOUCESTERSHIRE MARKET TOWNS FORUM

- There hasn't been a meeting recently.

204/FC PLANNING MATTERS

- The Parish Council considered the following planning matters:

Date app received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
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
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

- The Parish Council noted the following planning decisions made by Tewkesbury Borough Council:

Date app received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
19.12.13	13/01200/ADV HORSBERE	Tesco, Whittle Way Brockworth	Advertisements of the hand car wash.	NO OBJECTION 24.12.13	CONSENT 10.02.14
19.12.13	13/01199/FUL HORSBERE	Tesco, Whittle Way Brockworth	Change of use of 9 car spaces for hand car wash.	NO OBJECTION 24.12.13	PERMIT 10.02.14
13.01.14	14/00022/OUT WESTFIELD	30 Westfield Road Brockworth GL3 4AR	Outline application for the demolition of existing redundant garage and construction of detached two storey dwelling (including proposed means of access)	NEUTRAL 28.01.14 Requested refer to Planning Committee for determination & SIP	REFUSE 05.03.14

The Parish Council discussed withdrawing the objection to planning application 14/00052/FUL for change of use based on information provided by the Planning Officer that permission can be restricted to 12 months with a maximum of 15 people attending the church services; the Parish Council agreed to withdraw its objection. **Action: Clerk.**

205/FC JOINT CORE STRATEGY

- Cllr J Perez gave an update regarding the Joint Core Strategy; Cheltenham Borough Council has requested that the Up Hatherley and Leckhampton sites be removed from the Joint Core Strategy document. The JCS team has stated that the housing numbers should not be lowered from 33k.

206/FC CORRESPONDENCE

- The meeting had no objection to the license application for Mr G Ford operating an ice cream van 12-8pm daily.
- The meeting received the list of correspondence received for information. It was noted that Gloucestershire Highways will be carrying out the traffic surveys in 8 locations in Brockworth to determine if the residential roads would be suitable for 20mph zones.

There being no other business, the Chairman closed the meeting at 10.10pm.

Signed:

Date: