



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 20 May 2015 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.

(Clerk to the Council)
14 May 2015

AGENDA

- 01/FC TO RECEIVE APOLOGIES FOR ABSENCE**
- 02/FC DECLARATIONS OF ACCPETANCE OF OFFICE**
All Councillors must sign a Declaration of Acceptance of Office before the business of the meeting can commence.
- 03/FC TO ELECT A CHAIR OF THE COUNCIL FOR THE ENSURING YEAR AND RECEIVE THE CHAIR'S ACCEPTANCE OF OFFICE**
- 04/FC TO ELECT A VICE CHAIR OF THE COUNCIL**
- 05/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.
- 06/FC TO CONSIDER CO-OPTIONS TO FILL THE FOLLOWING VACANCIES:**
- 1. Horsbere Ward – 1 vacancy**
 - 2. Glebe Ward – 2 vacancies**
 - 3. Westfield Ward – 2 vacancies**
- 07/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)
- 08/FC TO APPOINT THE FOLLOWING OFFICERS AND REPRESENTATIVES**
- (I) Public Relations Officer
 - (II) Internal Reviewer of Accounts
 - (III) Flood/Snow Warden
 - (IV) Tree Wardens
 - (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

09/FC

MEETING DATES

To consider postponing the full council meeting on 3rd June 2015 until 10th June 2015 due to the close proximity of the delayed May meeting.

10/FC

TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

To include an update on the recruitment process for a new clerk.

11/FC

TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR

12/FC

POLICE AND CRIME

1. To receive a report from the Police

13/FC

MINUTES (attached)

1. To approve the Minutes of the Council Meeting held on 1st April 2015
2. To receive the Minutes of the Personnel Committee Meeting held on 29th April 2015.

14/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 27 May at 7pm in the main hall.
3. To receive the annual report 2014-15 (enclosed).

15/FC

BOROUGH COUNCILLORS' REPORT

To receive reports from Borough Councillors for information purposes

16/FC

WARD REPORTS

To receive reports from Councillors in respect of the Wards which they represent, for information purposes only.

17/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 under 8 year olds (proposal attached).

18/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. To receive Play Park and Burial Ground updates from the Handyperson (attached).
2. To consider the request regarding an alternative event to Brockfest (email attached)
3. To consider a variation of dates from w/c 11th May to w/c 13th July, for the funfair visiting Mill Lane
4. To receive a summary of the reports from the visual tree assessments at Pound Farm and Burial Ground and to note that 11 trees require work in due course for which the Clerk will gather quotes (attached).
5. To consider the annual request from Glos ACF Brockworth Platoon to carry out training exercises on Mill Lane playing field.

19/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 2015 (attached).
4. To receive the year end accounts for 2014/15 as prepared by Brothertons (attached)
5. To approve the year end accounts and the governance statement for 2014/15 for submission to the external auditor (attached)
6. To receive the internal auditors report for the year end accounts 2014/15 (attached)
7. To ratify the decision to upgrade the parish council website to include community centre information (attached)

8. To note that the insurance will be renewed on 1st June with Zurich at a cost of £3,343.41 (the final year of a 3-year arrangement with Zurich).

20/FC

GLOUCESTERSHIRE MARKET TOWNS FORUM

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

21/FC

PLANNING MATTERS

1. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
13.04.15	15/00278/FUL HORSBERE	8 Ermin Street Brockworth GL3 4EG	Application to remove and vary conditions relating to application 14/00052/FUL. Remove Condition 1 to allow up to 40 persons to attend the site at any one time.	OBJECT 27.04.15
16.04.15	15/00066/ENFD Horsbere	104 Castle Hill Drive Brockworth GL3 4NX	Alleged unauthorised change of use.	Noted
17.04.15	15/00067/ENFD HORSBERE	The View, 1A Guise Avenue Brockworth GL3 4NA	Alleged unauthorised occupation of outbuilding.	Noted
21.04.15	15/00364/FUL HORSBERE	Castle Lodge Green Street Brockworth GL3 4RR	Proposed alterations to Castle Lodge to provide 4no. Bedrooms and first floor bathroom.	NO OBJECTION 27.04.15
22.04.15	15/00401/FUL WESTFIELD	30 Westfield Road Brockworth GL3 4AR	Single and two storey extensions to dwelling.	COMMENTS ONLY 07.05.15
28.04.15	15/00416/FUL GLEBE	10 St Annes Close Brockworth GL3 4BZ	Erection of new dwelling to side of existing house. Alterations to existing house.	OBJECT 06.05.15
28.04.15	15/00395/FUL MOORFIELD	99 Moorfield Road Brockworth GL3 4QJ	Demolition of existing outbuilding to create space for new, two storey side extension and a single storey lean too extension to the rear of the property.	NO OBJECTION 05.05.15
29.04.15	1/00078/ENFD MOORFIELD	13 Hebden Close Brockworth GL3 4LH	Alleged unauthorised fence adjacent to a Highway.	Noted
01.05.15	15/00465/FUL HORSBERE	56 Ermin Street Brockworth	Erection of chalet bungalow and attached garage. Revised application for the retention of works as built (further to planning permission ref 12/00985/FUL)	
06.05.2015	15/00452/FUL MOORFIELD	3 Brockworth Cottages Cirencester Road Brockworth	Erection of summer house	

2. To note planning decisions by Tewkesbury Borough Council:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
17.02.15	15/00138/FUL WESTFIELD	10 Mostham Place Brockworth	Demolition of existing side garage/carport; erection of new single garage to rear garden; and erection of single storey extension to rear elevation.	NO OBJECTION 03.03.15	PERMIT 01.04.15
18.02.15	15/00141/FUL HORSBERE	Pomona St George's Road Brockworth	Two storey rear extension	NO OBJECTION 23.02.15	PERMIT 01.04.15

22/FC

JOINT CORE STRATEGY

1. To receive updates regarding the Joint Core Strategy.
2. To discuss who will represent Brockworth Parish Council at the examination in public on Friday 10th July 2015 9.30am until 1.30pm.

23/FC

CORRESPONDENCE

1. To receive list of correspondence for information (attached)
2. To note the consultation on parking restrictions for roads close to Gloucester Business Park including Bulford Close on Hucclecote Road (attached).
3. To consider entering a team into the Village Quiz on 10 June 2015 (attached)
4. To consider nominating a councillor to serve on the GAPTC new executive committee (attached).