

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1 APRIL 2015 AT THE COMMUNITY CENTRE AT 7.00 P.M.

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

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

Mr Aldridge was present regarding agenda item 201/FC.6 request for grant towards the annual event "Brockfest". Councillors asked questions about the event, which Mr Aldridge answered.

Meeting opened at 7.20pm.

- 189/FC TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies received from Cllrs J Perez, V Perez, and F Miles, the Council accepted the apologies and reasons given for the absence.
- 190/FC DECLARATIONS OF INTEREST**
None.
- 191/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
The Chairman addressed this final meeting before the elections in May. The Chairman ran through the major achievements of the past four years: Quality Council Status, Parish Plan, new play equipment, outdoor gym, Vibrant Village of the Year 2012 (newcomer category), clearance of Horsbere Brook, and the community centre coffee shop is finally running at a profit for the past year, to name a few achievements. The community centre has thrived during a period of austerity, and the staff makes a lot of difference to how the building is run. The Council passes on its thanks to the staff. The Chairman thanked all the councillors for their support over the past years.
- 192/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
No report.
- 193/FC POLICE AND CRIME**
There was no-one available to attend from the Police however a report was circulated to councillors at the meeting. The report compared the crime statistics for March 2015 (11 crimes) with March 2014 (21 crimes).
- 194/FC MINUTES**
1. The Council approved the Minutes of the Council meeting held on 4 March 2015.
2. The Council noted the Minutes of the Building Management Committee meeting held on 24 March 2015.
- 195/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. The Council received an update from the Clerk regarding actions agreed at the previous meeting. The Council discussed the issue of vehicles parking on grass verges in Brockworth and instructed the Clerk to write to the Police & Crime Commissioner to highlight this issue and request that the Police take action, as vehicles damaging the verge is an offence under the Highway Act 1980. **Action: Clerk.**
2. The Clerk gave a verbal update from the Clerk regarding the Pensions briefing attended on 10th March.
- 196/FC BOROUGH COUNCILLORS' REPORT**
Cllr Turbyfield gave a brief report from the borough council. Cllr Turbyfield attended the Community Infrastructure Levy briefing, which Cllr Hunt also attended.
- 197/FC WARD REPORTS**
Cllr Clarke reported that there are brambles growing across a bridge at Horsbere Brook, he will check the location and let the Clerk know. Cllr Turbyfield reported that the brambles and vegetation are encroaching on the pavement on Ermin Street; the Clerk confirmed that this had been reported to Highways last week. Cllr Aruna reported that the "Keep Clear" sign has still not been painted on Westfield Road. Cllr Rowcliffe-Quarry raised a concern about the possible loss of trees in the grounds of the care home on Shurdington Road, and requested that a tree-preservation order be placed on the Scots Pines. Cllr Hobden noted that cars parked on Mill Lane at the A46 end are parking very close to the A46 junction creating risk of a collision. Cllr Lefeuvre-Wellard reported that vehicles are parking on the double yellow and zig zags lines near to Brockworth Primary Academy during school drop-off and pick-off. Cllr F Green reported that the temporary traffic controls on Abbotswood Road near to the Co-op are causing problems with cars queuing onto Ermin Street.

198/FC**MEETING UPDATES**

1. Cllr Clarke gave a verbal report from the Gloucestershire Playing Fields Association meeting attended on 17th March 2015.
2. Cllr Clarke gave a verbal report from the Neighbourhood Development Plan workshop attended on 25th March 2015.
3. Cllr Turbyfield gave a verbal report from the Parish and Town Council Seminar attended on 19th March 2015, which included a briefing on Community Infrastructure Levy.

199/FC**BROCKWORTH COMMUNITY PROJECT UPDATES**

1. The Council received the monthly Youth Activity report and library update, and noted the additional youth provision information provided.
2. There was no report from the latest Brockworth Community Project Management meeting.
3. The Council considered the proposed summer youth activities programme for young people aged 10+ and agreed to fund the programme at a cost of £2001. **Action: Clerk.** It was noted that a proposal will be forthcoming for activities in the Library for the under-10s.

200/FC**PARKS, OPEN SPACES AND BURIAL GROUND**

1. The Council received a written report from the handyperson that was circulated prior to the meeting. Council were pleased to note that there had been a 35% reduction in dog fouling during the recent "we're watching you" campaign. Council agreed to move the signs to other sites where dog fouling was an issue. **Action: Clerk.**
2. The Council considered the quotes received for the painting of fire-retardant treatment on the play fort and agreed to accept the quote from David Gregg at a cost of £200. **Action: Clerk.**
3. The Council considered the issue of the grassloc safety surfacing disappearing into the grass surface and requested that the Clerk find out the price of re-surfacing in wet pour. **Action: Clerk.**
4. The Council agreed to appoint Tree Maintenance Ltd to carry out visual tree assessments of parish-owned trees at Pound Farm playing field and Burial Ground at a cost of £325+VAT. **Action: Clerk.**

201/FC**FINANCE**

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting approved the schedule of invoices totalling £9,897.01+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> |
|-------------|----------------|--|-------------------|-------------------|---------------------|
| 27/02/2015 | GAPTC | Good Councillor Guides & Good Employer Guides for inductions | £72.00 | £0.00 | £72.00 |
| 27/02/2015 | SAFPRO | Goretex hi-vis jacket | £112.25 | £22.45 | £134.70 |
| 27/02/2015 | HANMANSP | Conference & boardroom signs | £43.84 | £8.77 | £52.61 |
| 03/03/2015 | BAYLIFUK | Annual servicing contract for the lift | £243.00 | £48.60 | £291.60 |
| 05/03/2015 | HEWER | Boiler x 2 service plus parts & labour | £303.60 | £60.72 | £364.32 |
| 24/02/2015 | GLEBECON | Clear brash from Nature Reserve | £124.00 | £24.80 | £148.80 |
| 27/02/2015 | GLEBECON | Tree maintenance & shrub clearance at Nature Reserve | £730.00 | £146.00 | £876.00 |
| 30/03/2015 | GCC.PENS | March 2015 Pensions | £1,458.80 | £0.00 | £1,458.80 |
| 30/03/2015 | HMRC | PAYE Jan-Mar 2015 | £207.80 | £0.00 | £207.80 |
| 30/03/2015 | HMRC | NI Jan-Mar 2015 | £1,611.30 | £0.00 | £1,611.30 |
| 06/03/2015 | GLASDON | Guppy litter for Shurdington Road | £243.97 | £48.79 | £292.76 |
| 01/04/2015 | GAPTC | GAPTC Annual membership 2015-16 | £1,709.70 | £0.00 | £1,709.70 |
| 01/04/2015 | TEWKESBC | Business Rates April 2015 | £840.00 | £0.00 | £840.00 |
| 16/02/2015 | DAVEJENN | Window cleaning Feb 2015 | £85.00 | £0.00 | £85.00 |
| 09/03/2015 | DAVEJENN | Window cleaning Mar 2015 | £125.00 | £0.00 | £125.00 |
| 12/03/2015 | GLOS.LOC | Extra keys for grass cutter | £10.87 | £2.17 | £13.04 |
| 11/03/2015 | SCOUTGRP | Newsletter Issue 46 & 47 Distribution | £468.00 | £0.00 | £468.00 |
| 17/03/2015 | SAWPROPE | Repair leak on Children's WC and door latch | £45.00 | £0.00 | £45.00 |
| 22/03/2015 | SAWPROPE | 4 new lights and new section of dado trunking | £642.46 | £0.00 | £642.46 |
| 23/03/2015 | MINIBUS | Community Bus February 2015 | £600.00 | £0.00 | £600.00 |
| 30/03/2015 | PAULCANT | Minor play park repairs, fit dog signs | £85.00 | £0.00 | £85.00 |
| 27/03/2015 | SYSTEM | Wall clock for boardroom | £10.84 | £2.17 | £13.01 |
| 26/03/2015 | SYSTEM | Markers, laminating pouches, blue-tack, flipcharts | £44.58 | £8.92 | £53.50 |
| 31/03/2015 | GRCC | GRCC Annual Membership 2015/16 | £25.00 | £0.00 | £25.00 |
| 31/03/2015 | SAWPROPE | Supply & fit new flush cone & seal to girls toilet | £55.00 | £0.00 | £55.00 |
| | | Totals | £9,897.01 | £373.39 | £10,270.40 |

3. The meeting noted a schedule of payments made outside of meetings since 1st March 2015:

| DATE | PAYEE | DETAILS | AMOUNT |
|----------|--------------------|--|----------|
| 01/03/15 | Severn Trent Water | Water Rates | £82.86 |
| 01/03/15 | Best of Gloucester | Community Centre Advertising monthly DD | £94.80 |
| 05/03/15 | Fields in Trust | Annual Membership | £50.00 |
| 05/03/15 | EON | Community Centre Electricity Usage to 19 February 2015 | £438.90 |
| 16/03/15 | Sage | Sage Accounts Subscription March 2015 | £39.00 |
| 31/03/15 | All staff | March Payroll for 7 staff | £5771.71 |

4. The Council approved the contractors for the following contracts:
- Annual cut of hedges at Cross Hands Meadow, annual cut of hedges at Mill Lane car park and playing field, and annual cut of hedges at Pound Farm playing field – Glebe Contractors at a total cost of £290.
 - Regular clearance of culvert at Cross Hands Meadow – Martin Twinning at a cost of £35 per visit.
 - Maintenance of borders at Burial Ground – Karen Twinning at a cost of £165.
 - Maintenance of borders at Community Centre – Karen Twinning at a cost of £340, with weed spraying at £16 as required.
 - Twice-annual cut of Burial Ground hedges plus one cut of the new hedge – David Gregg at a total cost of £805.
 - Weed spraying the kerbsides in Brockworth – Complete Weed Control at a cost of £1520 (2 sprays at £760 per spray). The Chairman requested that the weeds between the wall and pavement outside the Shell Garage are also sprayed as this is an entrance to the village that gets very untidy.
5. The Council considered the grant request from Friends of Castle Hill School towards the summer fete and agreed £500. **Action: Clerk.**
6. The Council considered the grant request towards the annual event “Brockfest” and agreed to grant £500 from the 2014/15 budget. **Action: Clerk.**

202/FC

GLOUCESTERSHIRE MARKET TOWNS FORUM

There was no report.

203/FC

PLANNING MATTERS

1. There were no comments on the Tewkesbury Borough Local Plan.

2. The Council considered the following planning matters:

| Date application received | Reference & Ward | Location / Address | Details of Application | Comments from BPC |
|---------------------------|-------------------------|---|--|-----------------------|
| 25.02.15 | 15/00034/ENFC | Unit 4, Abbotswood Road Shopping Cnt GL3 4NY | Alleged non-compliance with conditions. Ref 14/00717/FUL | Noted |
| 02.03.15 | 15/00204/FUL HORSBERE | 3 Belgrave House Whittle Square Gloucester Business Park | Installation of replacement louvered glass panel to existing shopfront | NO OBJECTION 05.03.15 |
| 05.03.15 | 15/00042/ENFC MOORFIELD | The Haven Coopers Hill Brockworth GL3 4SB | Alleged unauthorised untidy site. | Noted |
| 09.03.15 | 15/00136/FUL HORSBERE | Unit B6 Whittle Square Delta Way Gloucester Business Park | Change of use from retail unit (Class A1) to sunbed/beauty salon (Sui Generis) | NO OBJECTION 11.03.15 |
| 18.03.15 | 15/00231/FUL GLEBE | 68 Boverton Drive Brockworth GL3 4DA | Two storey side extension, loft conversion and conservatory to residential | NO OBJECTION 30.03.15 |

| | | | | |
|----------|---------------------------|---|---|-------|
| 18.03.15 | 15/00049/ENFC HORSBERE | The View, 1A Guise Avenue Brockworth GL3 4NA | Alleged unauthorised build not in accordance with approved plans 12/00985/FUL | Noted |
|----------|---------------------------|---|---|-------|

3. The Council noted the following planning decisions made by Tewkesbury Borough Council:

| Date application received | Reference & Ward | Location / Address | Details of Application | Comments from BPC | Decision |
|---------------------------|---------------------------|--|--|--------------------------|---------------------|
| 07.01.15 | 14/01268/FUL WESTFIELD | 4 Mostham Place | Side extension and loft conversion | NO OBJECTION 19.01.15 | PERMIT 25.02.15 |
| 12.02.15 | 15/00081/FUL HORSBERE | 1 St Patrick's Court Brockworth | To erect a 2m high wooden fence on the edge of their property next to a public footpath. | NO OBJECTION 18.02.15 | PERMIT 23.03.15 |
| 16.12.13 | 13/01215/CLE MOORFIELD | Green Garden Coopers Hill Brockworth | Use of land for purposes incidental to the enjoyment of the residential dwelling at Green Garden | NO OBJECTION 09.01.14 | REFUSED 09.03.15 |

204/FC

JOINT CORE STRATEGY

1. There were no updates on the JCS.
2. The Council agreed to contribute £500 to Cheltenham Alliance towards legal costs to challenge the housing numbers in the JCS. **Action: Clerk.**

205/FC

CORRESPONDENCE

1. The Council received a list of correspondence for information. Cllr Rowcliffe-Quarry reported that the overnight closures of the Junction 11a slip road has been very badly signposted and asked that the Clerk feedback to Skanska.

Councillors were reminded that the date of the May meeting had changed to Wednesday 20th May 2015, commencing at 7pm.

There being no other business, the Chairman closed the meeting at 9pm.

Signed:

Date: