

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 10 JUNE 2015 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT J Hunt (Chairman), F Green, Mrs C Green, Mrs R Hatton, R Furolo, J Clarke, H Turbyfield, Mrs I German, Mrs J Shirley (Interim Clerk)

Members of Public Present: None

Members of Press Present: None

Meeting opened at 7pm.

- 24/FC TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies received from Cllrs C Neal, S Neal, Miles, Morgan, Hobden and Buxton. The Council accepted the apologies and reasons given for the absence.
- 25/FC DECLARATIONS OF INTEREST**
None.
- 26/FC TO CONSIDER CO-OPTIONS TO FILL THE FOLLOWING VACANCIES:**
1. **Glebe Ward – 1 vacancy.** No applications received.
2. **Westfield Ward – 2 vacancies.** No applications received.
- 27/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
The Chairman gave an update on the recruitment process for a new clerk and informed the council that a new clerk has been appointed and will be starting on 28th July. In the interim, the previous clerk Mrs Shirley has agreed to continue to assist on 2 mornings a week. It was noted that the staff were feeling the pressure of work during the absence of a permanent clerk and it was agreed that the interim-clerk and the Chairman will address the matter as appropriate including appointing temporary staff.
- 28/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
County Cllr Vines sent apologies as he was unable to attend the meeting.
- 29/FC POLICE AND CRIME**
PC Guest was unable to attend the meeting and forwarded crime comparison statistics to the Clerk for May 2015. There were 20 crimes reported in May 2015 compared to 22 in May 2014.
- 30/FC MINUTES**
The Council approved the Minutes of the Council Meeting held on 20 May 2015. Cllr Hatton expressed a willingness to join the Personnel Committee and Events Working Group and this was agreed. It was further agreed that Cllr Hatton becomes a Flood/Snow Warden along with Cllr Buxton and Cllr Hunt.
- 31/FC REPORT FROM THE OFFICER OF THE COUNCIL**
The Council received an update from the Clerk regarding actions agreed at the previous meeting.
- 32/FC BOROUGH COUNCILLORS' REPORT**
Cllrs Turbyfield, Hatton and Furolo reported that they are attending a lot of new councillor training, the council meetings start w/c 15 June.
- 33/FC WARD REPORTS**
Cllr Clarke reported on a few potholes. Cllr Turbyfield noted that there is a dropped kerb outside Millbrook Lodge that is often parked across obstructing pedestrian access. Cllr Hatton reported that the "restricted parking" sign has been removed after the post broke and needs replacing, Clerk to follow-up with Highways. Cllr C Green reported on behalf of Cllr Miles regarding the alleyway between Boverton Drive and Fairhaven Avenue is overgrown; Clerk to report to Public Rights of Way. Cllr F Green reported that no work seems to be taking place on the roadworks on Golf Club Lane where one lane has been fenced off, Clerk to follow-up with Highways to find out when the work will be completed.
- 34/FC BROCKWORTH COMMUNITY PROJECT UPDATES**
1. The meeting received the monthly Youth Activity report.
2. No report available.
3. The Council noted that BCP has withdrawn its request for funding the under-8s summer activities programme.
- 35/FC PARKS, OPEN SPACES AND BURIAL GROUND**
1. The Council discussed the repair of the picnic bench at Mill Lane and Cllr Turbyfield proposed and Cllr F Green seconded that the Council will repair the bench at a cost of £430+VAT. Motion carried, and it was further agreed that the bench won't be repaired a further time if it becomes damaged to this extent again.

- The Council considered the quotes received for the resurfacing of Mill Lane car park and Cllr Clarke proposed and Cllr Turbyfield seconded that the Council accepts the quotation from Abbey Surfacing at a total cost of £23,035+VAT which includes hand-laying the new surface around the timber bollards. **Action: Clerk.**
- The Council considered reinstating the damaged area of grass between the toddlers play area and the football pavilion caused by the hedgecutting tractor, and Cllr Turbyfield will make enquiries as to whether he has access to any soil that could be used to level the uneven surface. **Action: Cllr Turbyfield.**

36/FC

FINANCE

- The meeting received the Management Accounts for the financial year to date.
- The meeting approved the schedule of invoices totalling £4,144.94+VAT (breakdown below).

Date	A/C Ref	Details	Net Amount	Tax Amount	Gross Amount
01/06/2015	TEWKESBC	Business Rates 3 of 10 - June 2015	£840.00	£0.00	£840.00
29/05/2015	SAWPROPE	Replace faulty lights in ladies upstairs toilet	£144.00	£0.00	£144.00
27/05/2015	JSHIRLEY	Locum Clerk Cover May 2015	£600.00	£0.00	£600.00
29/05/2015	VISIONIC	Upgraded website 2nd payment	£375.00	£75.00	£450.00
31/05/2015	GLEVUMSE	Community Centre Security May 2015	£391.00	£78.20	£469.20
12/05/2015	GLOSMARK	Membership Subscription April 2015 to March 2016	£250.00	£0.00	£250.00
29/05/2015	GLEBECON	Grass cutting	£1,410.00	£282.00	£1,692.00
05/06/2015	SYSTEM	Labels SD card Staple Remover & Mousepad	£14.94	£2.99	£17.93
28/05/2015	EESLONDO	Annual lightning test 2015	£120.00	£24.00	£144.00
		Totals	£4,144.94	£462.19	£4,607.13

- The meeting noted a schedule of payments made outside of meetings since 1 May 2015:

DATE	PAYEE	DETAILS	AMOUNT
01/05/15	Severn Trent Water	Water Rates	£82.86
01/05/15	Best of Gloucester	Community Centre Advertising monthly DD	£94.80
08/05/15	EON	Community Centre Electricity Usage to 23 April 2015	£605.92
12/05/15	HMRC	VAT Return 01/01/15 to 31/03/15	£1872.02
16/05/15	Sage	Sage Accounts Subscription May 2015	£39.00
29/05/15	All staff	May Payroll for 6 staff	£4395.81
01/06/15	Severn Trent Water	Water Rates	£82.86
01/06/15	Best of Gloucester	Community Centre Advertising monthly DD	£94.80

The Council also noted the transfer of £20,000 from Barclays Savings to Barclays Current on 20/05/15.

- The Council received an update on the Taxi Voucher scheme and agreed to allocate vouchers to the 3 applicants on the waiting list and further agreed to keep the scheme open until all the vouchers are allocated. New applications to be reviewed by Cllr Hatton and Cllr German. **Action: Clerk.**
- The Council considered the purchase of a multi-purpose trolley for the Handyperson at a cost of £299+VAT and there was concern that the trolley might be heavy to push around. It was noted that a local supermarket has the same model and it was suggested that the Handyperson could go with the Clerk to try it out. It was agreed that if the trolley is suitable then Clerk is authorised to purchase it from Glasdon. **Action: Clerk.**
- The Council approved the annual membership for GMTF at a cost of £250.
- The Council approved the annual membership of the Playing Field Association at a cost of £100.
- The Council considered the renewal of Sage Payroll and authorised the Clerk to renew Sage 50 Payroll with Sage Cover at a cost of £321+VAT after exploring alternatives. **Action: Clerk.**

37/FC

SECTION 137 GRANT REQUESTS

- The Council approved the annual award of £50 to Millbrook Academy "Pupil of the Year" (Gommersall Cup).
- The Council approved the annual award of £50 to Millbrook Academy for The Godfrey Browning Cup.

38/FC

GLOUCESTERSHIRE MARKET TOWNS FORUM

- There were no nominations to serve on the GMTF Board of Directors.
- The Council has no-one available to attend the AGM on 25th June.

PLANNING MATTERS1. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
06.05.2015	15/00452/FUL MOORFIELD	3 Brockworth Cottages Cirencester Road Brockworth	Erection of summer house	NO OBJECTION 22.05.15
13.05.2015	15/00453/FUL MOORFIELD	The Haven Coopers Hill Brockworth GL3 4SB	Construction of Implement Shed	NO OBJECTION 22.05.15
21.05.15	15/00390/FUL WESTFIELD	15 Boverton Avenue Brockworth GL3 4ER	Single storey rear extension and two story side extension.	OBJECT 09.06.15

2. To note planning decisions by Tewkesbury Borough Council:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	TBC Decision
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	PERMIT 22.05.15
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	PERMIT 02.06.15

40/FC**JOINT CORE STRATEGY**

1. Cllr Furolo gave a brief update regarding the Joint Core Strategy. It was noted that the Examination in Public session that the parish council is attending has changed to 16th July.
2. The Council noted that the Cheltenham Alliance has not yet drawn down the offer of £500 funding from Brockworth PC as they have gone forward without legal representation.

41/FC**CORRESPONDENCE**

The Council received a list of correspondence for information.

There being no other business, the Chairman closed the meeting at 8.45pm.

Signed:

Date: