

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4 MARCH 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, Mrs F Miles, M Hobden, Mrs J Perez, I Aruna, Mrs J Shirley (Parish Clerk)

Members of Public Present: One
Members of Press Present: None
Also Present: County Councillor Vines

Meeting opened at 7pm.

- 171/FC TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies received from Cllrs German, Rowcliffe-Quarry and V Perez, the Council accepted the apologies and reasons given for the absence.
- 172/FC DECLARATIONS OF INTEREST**
Cllr J Perez declared an interest in item 186/FC (Planning) due to serving on the borough council's planning committee, and item 185/FC (Gloucestershire Market Towns Forum) due to serving on the Board.
- 173/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
None.
- 174/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR**
Cllr Vines gave an update; the budget has been set by GCC at £420million, £25,000 has been allocated to each County Councillor to allocate to Highways matters. A motion to scrap the incinerator at Javelin Park was defeated; however Stroud District Council has requested a judicial review. Cllr Vines gave an update on Active Together Grants (£40,000 allocated to County Councillors to use over a 2 year period), Brockworth PC received £7,754 for play park equipment.
- 175/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 February 2015 (22 crimes) with February 2014 (16 crimes).
- 176/FC MINUTES**
The Council approved the Minutes of the Council meeting held on 4 February 2015.
- 177/FC REPORT FROM THE OFFICER OF THE COUNCIL**
1. The Council received an update from the Clerk regarding actions agreed at the previous meeting. Cllr Furolo commented that the youth provision finance figures are not clear enough and requested that more specific information be provided, eg how many weeks does the youth club operate, how many hours per week etc. **Action: Clerk.**
2. The Council noted the advice on "purdah" in relation to the forthcoming elections.
- 178/FC BOROUGH COUNCILLORS' REPORT**
Cllr Turbyfield gave a report; Tewkesbury BC has considered the independent remuneration panel's report on councillor allowances which recommends no changes from the current scheme. The executive committee considered the budget for 2015/16 and recommended a budget which results in a zero percent increase on the council tax. Cllr J Perez reported that there is a working group concentrating on Community Infrastructure Levy; if Tewkesbury BC go ahead with CIL Brockworth PC will only be able to receive 15% CIL due to the lack of Neighbourhood Development Plan otherwise 25% would be available to the parish. Tewkesbury BC is also discussing whether to permit public speaking at Planning Committee meetings, the Planning Committee has voted against the idea but this will now go to full council for consideration. Severn Vale Housing is putting together a 3-year corporate plan.
- 179/FC WARD REPORTS**
Cllr Clarke asked for an update on Mill Lane car park resurfacing quotes, the Clerk responded that another contractor was met that will provide quotes. Cllr Hatton reported that the tarmac around two manhole covers on Boverton Drive is breaking up, the Clerk will report to Gloucestershire Highways. Cllr C Green read out a letter received from a resident regarding the Abbotswood fish and chip shop, Tewkesbury BC has opened an enforcement investigation regarding the smells from shop. Cllr Neal commented on the state of the grass verges on Boverton Drive.

180/FC**MEETING UPDATES**

1. The Council agreed to move the May Council meeting from 6th May to 20th May due to the election.
Action: Clerk.
2. The Annual Parish Meeting was moved to 27th May and the Council agreed to keep to the same format as previous years. **Action: Clerk** to invite representatives from community organisations to the meeting.
3. Cllr Neal gave a verbal update regarding the Coopers Edge Highways meeting on 11th February 2015. The meeting discussed vehicles parking on the pavement near to the play park by the motorway bridge. Hucclecote PC had requested double-yellow lines to prevent parking in that location. On the planning application for the sports pitches only 20 car parking spaces have been allocated which are likely to be used by play park users resulting in a lack of parking for the sports pitches. A traffic survey carried out in 2011 showed that 8,400 vehicles per week travelled through Coopers Edge, this has risen to 12,600 in 2014.
4. Cllr Hobden gave a verbal update regarding the Planning Enforcement workshop on 16th February 2015. At the workshop, the planning system was explained along with enforcement. Copies of the presentation slides are available for any councillor that wishes to see them.

181/FC**BROCKWORTH COMMUNITY PROJECT UPDATES**

1. The Council received the monthly Youth Activity report and library update, and noted the youth provision costs. Cllr Furolo noted that the "Events within the Library" doesn't appear to have been updated on the last few reports and requested that this be updated. **Action: Clerk.**
2. Cllr J Perez gave a verbal update from the Community Project Management; Cllr J Perez expressed concern that the youth club sessions may be reduced due to a potential reduction of funding from Tewkesbury BC. The Parish Council does not support the reduction in youth sessions and expressed concern about this development.

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

1. The Council received a written report from the handyperson that was circulated prior to the meeting. The Council noted that a dog waste bin needs replacing at Green Street and it was agreed to use the dog bin currently in store. **Action: Clerk.**
2. The Council considered three quotes for the installation of wet pour surfacing under the hip hop play item and agreed to go with Kompan's quote. **Action: Clerk.**
3. The Council noted that urgent tree work was carried out at the Nature Reserve at a total cost of £730+VAT.
4. The Council discussed and agreed to locate the Supernova play item next to the hexagonal swings at Mill Lane playing field. **Action: Clerk.**

183/FC**FINANCE**

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting approved the schedule of invoices totalling £9,136.57+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>
01/02/2015	REDSTONE	Annual Avalon Support 2015	£65.00	£13.00	£78.00
31/01/2015	GLEBECON	Tree maint - Mill Lane playing field	£2,195.00	£439.00	£2,634.00
31/01/2015	GLEBECON	Part 1 Tree & hedge works - Cross Hands Meadow	£1,653.33	£330.67	£1,984.00
05/02/2015	SAWPROPE	Callout to fix landing light - new bulbs	£68.00	£0.00	£68.00
31/12/2014	MARTECHE	Mod to swing gate on Mill Lane car park	£200.00	£40.00	£240.00
30/11/2014	MARTECHE	weld MUGA bracket	£50.00	£10.00	£60.00
13/02/2015	RBLC	Car Park rental Feb 2015	£84.00	£0.00	£84.00
01/02/2015	VISIONIC	Parish Council website hosting April 2015 to March 2016	£165.00	£33.00	£198.00
27/02/2015	GCC.PENS	February 2015 Pensions	£1,500.58	£0.00	£1,500.58
17/02/2015	SYSTEM	Printable tabs for councillor induction packs	£9.10	£1.82	£10.92
17/02/2015	ENVESCA	Food Safety in Catering Refresher Course for Amy Brown	£43.20	£8.64	£51.84
17/02/2015	SPOT-ON	Cleaning supplies	£417.29	£83.46	£500.75
16/02/2015	D.GREGG	Hedge cutting maintenance 2014-15	£780.00	£0.00	£780.00
18/02/2015	D.GREGG	Cut hedge by kissing gate to Cross Hands Meadow	£40.00	£0.00	£40.00
18/02/2015	D.GREGG	Paint both sides of burial ground fence	£122.00	£0.00	£122.00
19/02/2015	SPOT-ON	Cleaning supplies	£40.52	£8.10	£48.62
20/02/2015	M.TWINNI	Clearing of culvert at Cross Hands meadow - 3 visits @ £35ea	£105.00	£21.00	£126.00
24/02/2015	POWERDOR	Service of entrance doors	£100.00	£20.00	£120.00
22/02/2015	PITHER	Hedge cutting Cross Hands Meadow	£140.00	£28.00	£168.00
22/02/2015	PITHER	Hedge cutting Mill Lane Field	£140.00	£28.00	£168.00

24/02/2015	SAFPRO	Onyx Trucker Boot s3 for Handyperson	£36.55	£7.31	£43.86
25/02/2015	BROCKWOR	Printing Feb/Mar 2015 issue Brockworth Magazine	£275.00	£0.00	£275.00
02/03/2015	MINIBUS	Community Minibus January 2015	£600.00	£0.00	£600.00
28/02/2015	GLEVUMSE	Community Centre Security February 2015	£221.00	£44.20	£265.20
03/03/2015	SAWPROPE	Repair leaking gutter on youth centre roof	£86.00	£0.00	£86.00
		Totals	£9,136.57	£1,116.20	£10,252.77

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

DATE	PAYEE	DETAILS	AMOUNT
01/02/15	Severn Trent Water	Water Rates	£82.86
01/02/15	Best of Gloucester	Community Centre Advertising monthly DD	£94.80
02/02/15	KCS	Photocopier (colour) leasing agreement quarterly payment	£363.61
02/02/15	KCS	Photocopier (mono) leasing agreement quarterly payment	£44.02
02/02/15	EON	Gas usage to 27 December 2014	£459.40
05/02/15	GAPTC	Clerks Networking Event 10/03/15	£20.00
05/02/15	LCR	LCR Review Magazine subscription	£35.00
09/02/15	EON	Community Centre Electricity Usage to 26 January 2015	£380.05
09/02/15	SSE	Gas usage 28/12/14 to 22/01/15	£176.30
11/02/15	HMRC	VAT return 01/10/14 to 31/12/14	£1861.90
12/02/15	Bank	Stopped cheque (lost in post)	£12.50
15/02/15	KCS	Photocopier usage 07/10/14 to 07/01/15	£57.17
16/02/15	Sage	Sage Accounts Subscription 13/01/15 to 28/02/15	£62.90
28/02/15	All staff	February Payroll for 8 staff	£5886.51

It was also noted that the Council has received the first half of the Active Together grant of £3,877.

- Cllr Hatton confirmed that she had verified that the balances on the monthly bank reconciliations match the original bank statements, with a couple of minor typographical errors.
- The Council agreed to replace the litter bin on Shurdington Road at a cost of £340+VAT plus installation at a cost of £135+VAT. **Action: Clerk.**
- The Council reviewed Allotment lease price for 2016 and agreed to keep it at £100. **Action: Clerk.**
- The Council renewed the annual membership for Fields in Trust at a cost of £50.00. **Action: Clerk.**
- The Council renewed the annual membership for Gloucestershire Rural Community Council at a cost of £25.00. **Action: Clerk.**
- The Council agreed that accountants Brothertons prepare the Year End Accounts at a cost of £450+VAT (a reduction of £40 from last year). **Action: Clerk.**

184/FC

PERSONNEL

The Council nominated Cllr Neal and Cllr Hatton to undertake the Clerk's Annual Performance Appraisal. **Action: Clerk** to arrange a convenient date.

185/FC

GLOUCESTERSHIRE MARKET TOWNS FORUM

There has been a networking event but no-one was available to attend from Brockworth.

186/FC

PLANNING MATTERS

- Council noted that the Public Inquiry of the Perrybrook application will commence on 28th July 2015.
- Cllr Hobden gave a verbal update regarding the recent meeting with Save Brockworth Green Belt and the Solicitor acting on both behalves regarding the Perrybrook application. The Green Belt group have raised £4,500 since December 2014 towards the legal fees and anticipates increasing this to £8,000 by the summer. Cllr Hobden proposed that the Parish Council commits to meet any shortfall in the funding. Council considered committing further funds towards legal fees and Cllr Furolo proposed pledging up to a maximum of £5,000 (including the £1,000 already committed), seconded by Cllr Miles. All in favour. It was further agreed that the funding will be used from parish reserves. **Action: Clerk.**
- Council noted that the Tewkesbury Borough Local Plan is available for consultation until 13 April 2015; councillors will bring any comments to the April parish council meeting.

4. To consider the following planning matters:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
30.01.15	15/00041/FUL HORSBERE	Plot 1420 Gloucester Bus Park Brockworth	Variation of condition 1 attached to approval Ref: 14/00308/APP (provision of 7,486 m2 of Class B1 business development) to allow for minor alterations to the approved elevations, internal layout, ancillary building, site layout and boundary fencing.	NO OBJECTION 10.02.15
09.02.15	15/00045/APP HORSBERE	Land to the West & South of Gloucester Business Park	Public Open Space 1, sports facilities and assoc landscape works comprising football pitch, rugby pitch, MUGA, changing room and maintenance room building, allotments area and footpaths	Neither Support nor object with concerns about lack of parking. 04.03.15
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
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
18.02.15	15/00141/FUL HORSBERE	Pomona St George's Road Brockworth	Two storey rear extension	NO OBJECTION 23.02.15

5. To note planning decisions made by Tewkesbury Borough Council:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Tewkesbury BC Decision
30.10.14	14/01026/FUL HORSBERE	8 Lasne Crescent Brockworth GL3 4UX	Erection of first floor front extension	NO OBJECTION 05.11.14	PERMIT 28.01.15
17.11.14	14/01111/FUL MOORFIELD	6 Moorfield Road Brockworth	2 storey extension to side and single storey extension to rear of property	NO OBJECTION 01.12.14	PERMIT 28.01.15
10.12.14	14/01146/FUL GLEBE	42 Boverton Drive Brockworth	Single storey rear extension	NO OBJECTION 22.12.14	PERMIT 28.01.15

187/FC

JOINT CORE STRATEGY

Cllr J Perez reported that the JCS examination in public stage one will commence 19th May.

188/FC

CORRESPONDENCE

1. The Council received a list of correspondence for information. The Council nominated the Parish Clerk as the contact for the Pensions Regulator. Cllr Turbyfield will attend the Parish & Town Council seminar on 19th March at Tewkesbury Borough Council. **Action: Clerk.**
2. Cllr Clarke will attend the Neighbourhood Development Plan workshop taking place on Wednesday 25th March at Brockworth Community Centre. **Action: Clerk.**
3. The Council had no objection to the renewal of street trading consent for Mr Ford's ice cream van.

There being no other business, the Chairman closed the meeting at 8.48pm.

Signed:

Date: