

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY THE 6<sup>th</sup> April, 2016 AT THE COMMUNITY CENTRE AT 7:00 PM

**PRESENT** Cllrs: J Hunt, C Neal (Mrs), R Furolo, H Turbyfield, S Neal (Ms), J Clarke, M Hobden, R Hatton (Mrs), I German (Mrs), J Styles (Mrs), C Green (Mrs), F Green, H Neal (Miss), E Buxton, F Miles (Ms)

**In attendance:** Debbie Harwood, Neil Hopwood, Ms Sarah McColl-Dorion (Clerk).

Debbie Harwood addressed the Council about the annual cheese roll. Organisers are looking at making it a charity covered event to benefit Brockworth. Organisers would like to put on events such as breakfast, stalls, face painting. Debbie inquired about potentially using the Community Centre and/or the Shell land. The Chase Hotel has been approached to supply parking in the fields behind. Organisers are also looking at streaming the cheese roll to smart phones to lighten the load of people travelling up Coopers Hill. The meeting requested that Debbie bring a written plan/proposal to the next Parish Council meeting to provide a definitive list of requests.

The Chairman opened the meeting at 19:16

**189/FC TO RECEIVE APOLOGIES FOR ABSENCE.**

None

**190/FC DECLARATIONS OF INTEREST**

Cllrs: C Neal, H Neal and S Neal declared a personal interest in agenda item 196/FC-3

**191/FC TO CONSIDER CO-OPTIONS TO FILL THE FOLLOWING VACANCY (standing agenda item until vacancies filled:**

1. **Glebe Ward – 1 vacancy.** The meeting considered an application for Co-Option for the Glebe Ward. The meeting resolved not to Co-Opt the candidate.

**192/FC TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS.**

1. The Chairman had no announcements to report..

**193/FC TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR:**

1. C Cllr Vines reported:

(i) West Oxfordshire and Cotswold are still looking at the possibility of forming a unitarian authority.

(ii) Leadership Gloucestershire met to further discuss the Devolution bid. Tewkesbury would benefit because of its proximity to the M5. The government has said that to move forward effectively authorities should have elected Mayors.

**194/FC POLICE AND CRIME**

1. The meeting received a written report on crime statistics for March. The Clerk was instructed to make inquiries about the lack of information regarding neighbourhood watch messages being sent to neighbourhoods and rural watch schemes. Cllr Buxton will pass the Neighbourhood Watch contact information he has to the Clerk. **Action Clerk, Cllr Buxton.**

**195/FC MINUTES**

1. The meeting received the Minutes from the Full Council meeting held on the 2<sup>nd</sup> March, 2016. The meeting approved the Minutes as a true record.

**196/FC REPORT FROM THE OFFICER OF THE COUNCIL**

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

2. The meeting received a report from the Personnel Committee Meeting 16 March, 2016. After taking advice from the Society of Local Council Clerks, the committee agreed to disband the

personnel committee and initiate instead a Human Resources Department. The committee's recommendation was approved by the meeting.

3. To receive a report from the Building Management Committee Meeting 16 March, 2016. The meeting approved the BMC recommendations. The Clerk was instructed to invite the Community Project to meet and discuss the proposed Community Centre extension. **Action-Clerk**

**197/FC**

**BOROUGH COUNCILLORS' REPORT**

The meeting received reports from the Borough Cllrs about the following:

1. Cllr Furolo reported the following:
  - (i) Cllr Furolo chaired the audit commission meeting. T
  - (ii) T he boundary commission has recommended that Tewkesbury Borough Council review the borough boundaries every 5 years. The review has not been done by TBC in 8 years. According to the rules of the boundary commission the borough is not in compliance. The review must be completed in the next 12 months. The review is not looking at Parish Boundaries only borough boundaries.
- 2 Cllr Turbyfield reported he attended planning meetings and audit meeting with Cllr Furolo.
- 3 Cllr Hatton reported the devolution bid will secure more funding for infrastructure if Gloucestershire has an elected Mayor.

**198/FC**

**WARD REPORTS**

The meeting received reports from the wards about the following:

The Clerk was instructed to contact Gloucestershire Highways about the broken bollard outside the Sue Ryder shop. **Action Clerk**

Cllr Myles inquired about an upcoming litter pick as a resident is interested in organising one. **Clerk to supply first aid box and all relevant paperwork.**

**199/FC**

**BROCKWORTH COMMUNITY PROJECT UPDATES**

1. The meeting received the monthly Youth Activity Report.
2. The meeting received an update from the Parish Council Cllr H Neal the representative on the Youth Review Group. A proposal was made to allow the request for a framed memorial to be placed in the Youth Centre. The meeting resolved to allow the framed memorial as long as it is not afixed permanently to the wall. **Action-Clerk.**

**200FC**

**PARKS, OPEN SPACES AND BURIAL GROUND**

1. The meeting received the Play Park and Burial Ground updates from the Handyperson
2. The meeting considered the quotes for annual grounds maintenance. The meeting resolved that Glebe should receive the contract for maintenance. **Action-Clerk**
3. The meeting received a verbal report from Mr Ernie Flounders regarding the Nature Reserve. There have been ongoing problems at the reserve. Two work parties have taken place since January and no Cllrs were present. A request was made to the Council that there be a nominated volunteer from the Council for the Conservation area and Horsbere Brook. Cllrs S Neal, I German, F Green, F Miles and M Hobden volunteered. Cllr S Neal will be the coordinator for the Council.
4. The meeting received the 2015/16 Playground Assessment Scheme Report.

**201/FC**

**FINANCE**

1. The meeting received the Management Accounts for the financial year to date.
2. The meeting received the Parish Council and Community Centre Budget Reports.
3. The meeting approved the schedule of invoices up to 31 March which are due payment totalling £11,428.11

<u>Date</u>	<u>A/C Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
07/03/2016	BAYLIFUK	Annual service visit	£243.00	£48.60	£291.60
26/02/2016	BROCKW	Feb March Newsletter	£310.00	£0.00	£310.00
29/02/2016	CAB	CAB from Jan-March	£624.00	£0.00	£624.00
28/02/2016	DGREGG	Treat wooden fort on Mill Lane	£200.00	£0.00	£200.00
28/02/2016	DGREGG	Hedge cutting burial ground	£805.00	£0.00	£805.00
01/03/2016	DAVEJENN	Window cleaning Feb 2016	£145.00	£0.00	£145.00
24/02/2016	EESPRINT	Taxi voucher printing	£100.00	£20.00	£120.00
29/02/2016	FIELDSIN	Annual membership 2016/17	£50.00	£50.00	£50.00

29/02/2016	GAPTCS	Membership Renewal	£1925.39	£0.00	£1925.39
25/01/2016	GLEBECO	Mill lane hedge cut	£290.00	58.00	£348.00
16/03/2016	GCCPENS	Pensions March	£517.02	£0.00	£517.02
29/02/2016	GLEBECO	Priority C tree work	£2523.00	£504.60	£3027.60
29/02/2016	GLEVUMS	Lock/unlock Feb 2016	£297.50	£59.50	£357.00
28/01/2016	GROUPCR	Website hosting *REFUND DUE*	£720.00	£0.00	£720.00
29/03/2016	KIS	Annual alarm maintenance	£585.00	£117.00	£702.00
14/03/2016	KTWINNING	Garden burial ground maintenance	£644.00	£0.00	£644.00
21/03/2016	NISBETS	Water filter cartridge	£65.98	£13.19	£79.17
01/03/2016	SAGE	Pension software add-on	£100.00	£20.00	£120.00
29/02/2016	SAGE	S50 automated Pensions annual licence	£119.88	£23.98	£143.86
01/03/2016	SAWPROP	Community Centre maintenance works	£185.00	£0.00	£185.00
25/02/2016	SPOTON	Refuse sacks, flex hose	£94.56	£18.91	£113.47
		<b>TOTALS</b>	<b>£10544.33</b>	<b>£936.78</b>	<b>£11,428.11</b>

4. The meeting received a schedule of payments made outside of the meeting since 24 February 2016.

DATE	PAYEE	DETAILS	AMOUNT
01/03/2016	Severn Trent Water	Water Rates	£80.31
01/03/2016	Best of Gloucester	Community Centre Advertising monthly DD	£94.80
24/03/2016	Ian Dickson	Taxi Vouchers	£124.00
31/03/2016	All staff	March Payroll for 6 staff	£6283.85
10/03/2016	Sage	Sage Accounts Subscription January 2016	£108.00
24/03/2016	Rob Morris	Taxi Vouchers	£298.00
24/03/2016	Rob McAlary	Kitchen staff cover	£325.13
24/03/2016	Ash Wildsmith	Kitchen and cleaning staff cover	£246.50
24/03/2016	Hannah McColl	Admin and Kitchen staff cover	£85.00

## 202/FC PLANNING MATTERS

1. The meeting received the following planning Matters for consideration:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Decision
17.11.15	15/01124/FUL GLEBE	1 St Annes Close Brockworth	Loft conversion to provide first floor bathroom, ensuite bathroom and small bedroom.	OBJECT 04.12.15	<b>PERMIT 16/03/16</b>
01.02.15	15/01124/FUL GLEBE	1 St Annes Close Brockworth	Revised plans dated 01.02.16 now only include two bathrooms and two windows.	NO OBJECTION 11.02.16	<b>PERMIT 16/03/16</b>
15.01.16	16/00037/FUL HORSBERE	42 Lasne Crescent Brockworth	Alterations and conversion of existing detached double garage to granny annex (revised scheme).	NO OBJECTION 02.02.16	<b>PERMIT 04.03.16</b>

27.01.16	16/00065/FUL HORSBERE	Stadco Takao Europe Ltd, Gloucester Business Park, Brockworth	Proposed addition of 74 new car parking spaces	SUPPORT 12.02.16	<b>PERMIT</b> <b>14.03.16</b>
10.02.16	16/00124/FUL MOORFIELD	Berose Coopers Hill Brockworth GL3 4SB	Internal and external alterations and re- ordering.	NO OBJECTION 04.03.16	<b>PERMIT</b> <b>24.03.16</b>
18.02.16	16/00169/TPO HORSBERE	Lobleys Drive Coopers Edge Brockworth	Veteran Tree Management Plan, condition 47/48, 01/10875/1124. Tree works recommended.	SUPPORT 04.03.16	
25.02.16	16/00036/FUL HORSBERE	Green Lea Green Street Brockworth	Construction of one detached dwelling with private garden space, access and parking.	OBJECT 11.03.16	
25.02.16	16/00193/FUL MOORFIELD	25 Wye Road Brockworth	Extension to rear of garage	NO OBJECTION 11.03.16	
09.03.16	16/00234/FUL MOORFIELD	103 Moorfield Road Brockworth	Two storey extension, orangery and remodelling of property due to fire damage. New loft conversion.		
17.03.16	16/00263/ADV HORSBERE	B2 Belgrave House, Whittle Way	Proposed Fascia and projecting signs for estate agent		

No adverse comments.

#### 203/FC **JOINT CORE STRATEGY**

1. The meeting were to receive updates regarding the Joint Core Strategy. No updates were available.

#### 204/FC **CORRESPONDENCE**

1. The meeting received a list of correspondence for information
2. The meeting considered the request from the Accountant and Taxation Office to put an adjoining doorway between their two offices The meeting agreed that the taxation office can put in a door on the condition that they replace the wall and redecorate when the tenancy ends. All costs will be done by accounts office. Shaun Witts to provide a sketch of the work. **Action-Clerk**
3. The meeting considered participating in the "Better Councillor Training". Cllr H Neal will attend the next one. **Action-Clerk**
4. The meeting noted the new LED street lighting installation
5. The meeting received a request to consider resolutions for the GAPTC AGM

The meeting closed at 21:10

Signed:

Dated: