
**AGENDA OF THE PLANNING, HIGHWAYS AND ENVIRONMENT
COMMITTEE MEETING OF BROCKWORTH PARISH COUNCIL TO BE
HELD ON 12 FEBRUARY 2020 AT THE BROCKWORTH COMMUNITY
CENTRE AT 7PM**

(1) Welcome from Chair of Committee

(2) Attendance of those present to be recorded

Councillors Chris Evans (Chair) Pete Kotwica, Gareth Evans, Jason Mills, Wayne Stevens, Tracey Poulton, Craig Carter, Sara Stevens, Louise Gerrard.

Members of the public

Invited guests

(3) Apologies for absence received to be recorded

(4) Declarations of interests on matters on the agenda to be received

(5) Public session at the discretion of the Committee Chair

(6) Approval and signing of draft minutes of previous meeting held on 17th December 2019

(7) Approval of financial reports and any specific expenditure up to £1,000 per item

(8) PLANNING MATTERS

Committee to consider action to be taken if/when TBC planning Committee make decisions that do not collate to those recommended by BPC

(a) Applications to be considered

- (i) 19/0124/FUL 5 Tone Drive, Single storey rear extension etc
- (ii) 20/00051/TPO 1 Spinners Road- tree felling
- (iii) 20/00036/FUL 16 Abbotswood Road – detached dwelling house
- (iv) 20/00074/FUL 5 Motham Place, Velux roof window
- (v) 20/00069/FUL 2 Chosen View, Shurdington Road – single storey side and rear extension

(b) Decisions by Tewkesbury Borough Council to be noted

- (i) 19/00678/OUT 18 Westfield Road – decision Permit
- (ii) 19/00906/FUL 11 Boverton Drive - decision Permit
- (iii) 19/0114/FUL 15 Wye Road, - decision Permit
- (iv) 19/01120/FUL – Cotswold House – decision Permit
- (v) 19/01033/ADV – Tesco – decision – Consent
- (vi) 19/01140/ADV – Unit 4100 Hurricane Road- Decision - consent

(c) Enforcement Actions in process by Tewkesbury Borough Council to be noted

- (i) 1A Court Road
- (ii) Certificate of lawfulness issued for 18/00377/CLE- Azalea, Cirencester Road

(d) West Cheltenham Strategic Master Plan – Early consultation notification to be noted

(e) Neighbourhood Plan Project Update

(9) HIGHWAY MATTERS

(a) Street Naming update

(i) Update regarding Phase 1, 2 and 5 Perrybrook and to agree response

(b) Parking matters

(i) Correspondence regarding parking restrictions in Bulford Close to be considered

(ii) Correspondence regarding verge parking along Boverton Drive to be considered

(iii) Correspondence regarding Abbotswood Road parking

(c) Temporary Closure of Public Footpath EBW/2

(d) Temporary road closure Green Street 16/3/20

(e) Speed Project Update - Cllr Carter

(f) Traffic management update

(g) Speed Cushions in Mill Lane

(h) Highways England A417 update

(i) Request for benches i) Vicinity of Public Library ii) public grassed of Ermin Park

(10) ENVIRONMENTAL MATTERS

(a) Overgrown vegetation matters

(b) Dog bins update

(c) Litter bins update

(11) Date of next meeting to be confirmed as 10th March 2020 at 7pm

(12) Meeting to be closed

Draft Minutes of Planning, Highways and Environment COMMITTEE MEETING held in Brockworth Community Centre on Tuesday 17th December 2019 at 7.00 p.m.

	Welcome from Chair of Committee
1.	Attendance recorded as Councillors Chris Evans (Chair), Craig Carter, Louise Gerrard
2.	Recorded apologies for absence Councillors Jason Mills, Wayne Stevens Sara Stevens Non attendance -Councillors Pete Kotwica, Gareth Evans, Andrew Georgiou,
3.	There were no declarations of interests on matters on the agenda
4.	Approved draft minutes of meeting held on 28 th November 2019 which were then duly signed
5.	Public session at the discretion of the Chair of Committee – no attended
6	<u>Matters Brought forward</u>
a	Street name consultation –noted and Cllr C Evans will submit
b	Response from Clear Channel regarding bus shelter near to Chase Hotel noted and review again in April 2020
c	Broken seat near bus stop at the top of Moorfield/Ermin Street –Quotation £1023.60 agreed
d	PROW land at Prince Albert Court – ownership confirmation and update on TPO breach -Cllr Carter will petition to have it included in the PROW map
e	Update from meeting with GCC on 11/12/19 at 4.30pm regarding Special Educational Needs School. Cllr C Evans and Chair of Council will be the Parish Council representatives.
7	<u>Correspondence received</u>
a	Email from Hucclecote Parish Council (and response from Upton St Leonards Parish Council) regarding Coopers Edge parking-noted and Cllr C Evans will be the Parish Council representative to liaise and attend meetings
b	Email regarding parking outside Brockworth Primary academy -noted – response to contact TBC Parking enforcement officers. Delegated to Clerks to inform residents to contact TBC Parking enforcement Officers with photographs, including any parking causing dangerous situations to pedestrians. Clerks to report to Committee at next meeting details of such correspondence.
8	<u>Neighbourhood Planning project</u> update – Committee confirmed neighbouring villages will be involved, names of working party, terms of reference and timescale will come from a meeting with GRCC. Committee asked that Barbara Pond to be invited to a completely separate meeting with all BPC Councillors, representative from the Link, Brockworth Albion Rugby and Football Club, GP surgery- Business Manager, Local Primary Schools and Churches, Witcombe’s representatives to be invited. Clerk to arrange meeting w/c 20 th January- evening (No Clerks needed). Update from Cllr Evans
9	<u>HIGHWAYS MATTERS considered</u>
a	Committee considered Court Road and Parish parking issues -Parking enforcement request feedback from Borough Councillors -cfwd Councillors would like to receive details of a programme of enforcement from TBC
b	Update regarding communication with school regarding “lollipop person” for Vicarage Lane -cfwd – Cllr Carter to discuss at the Primary School liaison meeting to be arranged by Community Administrator.
e	Committee agreed policy for Brockworth Parish Council with regard to new roads within the Parish “ The Policy of BPC is that all new roads should include the provision of safe pedestrian and cycle travel areas within highlighted routes”
10	<u>ENVIRONMENTAL MATTERS</u>
a	Committee agreed addresses where overgrown vegetation letters are to be sent by Clerks 9 Court Road
d	Request for dog bin at entrance to Cross hands meadow to be replaced -approved Request outstanding for dog bin at Boverton Drive/Ermin Park/Mostham Park roundabout -approved Committee will purchase and/or install bins if TBC are not able to confirm installation by 1 st February.
11	<u>PLANNING MATTERS</u>
a	Committee noted planning recommendation list for TBC planning meeting 17/12/19
b	Committee noted planning application – 19/00940/FUL – 2 Sayers Crescent -Decision Permit
c	Committee noted planning application – 19/00949/FUL – 3 Buckholt Way – Decision Permit
d	Committee considered planning application – 19/01140/ADV- Unit 4100 Hurrigan Road – no comment
e	Committee considered planning application – 19/01120/FUL- Cotswold House, Shurdington Road-no comment
f	Committee considered planning application – 19/01114/FUL- 15 Wye Road-no comment
12	Committee noted financial report for committee Bus shelter maintenance & PROW budget to be used for Ermin Street seat Bins budget to be used for the above 2 new dog bins
13	<u>Speed Project update</u> Cllr McNeil is no longer a member of the committee, so Committee agreed Cllr Carter to lead a working party and to invite other Councillors to join as this has been indicated as a target on the action plan for this committee. Cllr Carter requests that the Council obtain the speed analysis guns from the Police and that publicity is generated to invite members of the public and other local groups to volunteer to join the working party.
	Date of next meeting confirmed as cancelled and Clerk to arrange alternative date in January 2019 Agenda items for next meeting to be forward to Clerk Meeting closed at 20.18

Financial reports to 18th December 2019

operating report for PLANNING, HIGHWAYS & ENVIRONMENT						
	code	budget 2019/20 income	budget 2019/20 expenditure	Actual income	Actual expenditure	overspend
PLANNING						
(subsidy)/surplus for PLANNING		0	0	0	0	0
HIGHWAYS						
bus shelter maintenance	5223		300		240	
PROW	5255		1600		750	
(subsidy)/surplus for HIGHWAYS		0	1900	0	990	-990
ENVIRONMENTAL						
Bins (dogs and litter)	5205		750			