

BROCKWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 11 MAY 2011 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT J Hunt (Chairman), Mrs C Neal, R Furolo, Mrs I German, Mrs C Green, F Green, Mrs J Perez, V Perez, T Lyons, I Aruna, E Buxton, Mrs F Miles, Mrs S Lefevre-Wellard, Mrs J Shirley (Clerk), Mrs F Bennett (Assistant Clerk)

Members of Public Present: 9 members of public

Members of Press Present: One

Cllr Hunt gave a warm welcome to all the new councillors, especially to Cllr T Lyons who is our youngest member of the council.

Two members of public addressed the Council regarding problems with anti-social behaviour on Mill Lane playing field. There have been two fires recently, the latest being the new dog waste bin was set fire outside the school entrance. Children aged from 10 to 18 years have been seen drinking and taking drugs. The members of public requested that the Council speak to the Police to raise these issues.

Mr Flounders requested that the Council consider the NERC Act when discussing the grass cutting tender to encourage wildlife at the playing fields and burial ground.

01/FC TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Shellswell and Rowcliffe-Quarry. The meeting accepted the apologies and the reasons given for their absence.

02/FC TO ELECT A CHAIR OF THE COUNCIL FOR THE ENSUING YEAR AND RECEIVE THE CHAIR'S ACCEPTANCE OF OFFICE

Cllr Hunt was proposed as Chairman by Cllr Lefevre-Wellard and this was seconded by Cllr Furolo. There were no other nominations and Cllr Hunt was elected Chairman until the next Annual Meeting of the Council. The council received the Chair's Acceptance of Office.

03/FC TO ELECT A VICE CHAIR OF THE COUNCIL FOR THE ENSUING YEAR

Cllr J Perez was proposed as Vice-Chairman by Cllr V Perez and seconded by Cllr Aruna. Cllr Neal was proposed as Vice-Chairman by Cllr Lefevre-Wellard and this was seconded by Cllr Furolo. A vote was taken – 4 in favour of Cllr Perez, 7 in favour of Cllr Neal. Cllr Neal was elected Vice-Chairman until the next Annual Meeting of the Council.

04/FC DECLARATIONS OF INTEREST

None.

05/FC TO CONSIDER CO-OPTIONS TO GLEBE WARD

Cllr Hunt suggested postponing the co-option until the June full council meeting to be fair to the five candidates and councillors in order to consider the matter more fully. Cllr Lyons proposed, Cllr Aruna seconded and all in favour. **Action: Clerk.**

06/FC TO APPOINT MEMBERS TO SERVE ON THE FOLLOWING COMMITTEES

Personnel Committee

Cllrs J Perez, Lefevre-Wellard, Hunt, Furolo, and Neal were all appointed as members of the committee

Building Management Committee

Cllrs V Perez, Neal, Hunt, Furolo, and Lefevre-Wellard were all appointed as members of the committee.

Fete Working Party

Cllrs Shellswell, German, C Green, F Green, Hunt, Neal and Buxton were all appointed as members of the group.

Parish Plan Steering Group

Cllrs Rowcliffe-Quarry, J Perez, Buxton and Neal were all appointed as members of the group .

Youthbrary Steering Group

Cllrs J Perez, Lyons and Aruna were all appointed as members of the group.

07/FC TO APPOINT THE FOLLOWING OFFICERS AND REPRESENTATIVES

(1) Public Relations Officer
The Clerk was appointed.

- (II) Community Relations Officer
Cllr Shellswell was appointed with Cllr Aruna.
- (III) Internal Reviewer of Accounts
Cllr Neal was appointed.
- (IV) Flood/Snow Warden
Cllr Miles was appointed.
- (V) Tree Warden
Mr E Flounders was appointed.
- (VI) Extended Schools Cluster representative
Cllr J Perez was appointed. It was reported that the Extended Schools Cluster may not continue in its current form and Cllrs J Perez and Furolo agreed to look into hosting a regular meeting with local schools etc and involve Tewkesbury Borough Council and Gloucestershire County Council. **Action: Cllrs J Perez and Furolo.**
- (VII) Two Representatives on the Brockworth Youth Project Partnership
Cllrs J Perez and Lyons were appointed.
- (VIII) One Representative on the Elderly Clubs Committees
Cllr German was appointed.
- (IX) One Representative on the Brockworth Allotments Association
Cllr Aruna was appointed.
- (X) One representative on the Brockworth Community Project management committee
Cllr J Perez was appointed.

08/FC

CHAIRMAN'S ANNOUNCEMENTS

Cllr Hunt reported that he had been successful in arranging for a bus shelter to be installed at the Whittle Inn by Gloucestershire County Council using section 106 monies.

09/FC

POLICE REPORT

The Crime Statistics Report for April 2011 was read out by PCSO Norris. The problem of speeding traffic on Court Road and Birdlip Hill had improved. PCSOs are able to give an £80 fixed penalty ticket for individuals being disrespectful to officers.

The issue of anti-social behaviour at Mill Lane playing field was discussed with the PCSOs, and it was confirmed that a current SARA plan was in force for Mill Lane.

Cllr German raised the issue of safety at the new mini-roundabout on Ermin Street/Abbotswood Road. PCSOs Norris and Mitchell will liaise with John Kay at Gloucestershire Highways about improving the roundabout signage.

10/FC

MINUTES

The minutes from the Full Council Meeting held on 6th April 2011 were accepted as a true record of the meeting and were approved with an amendment to item 183/FC. The sentence will read (the newly inserted words are underlined):

"Cllr Collins proposed that the parish council continue to work along the lines of the proposals of the council commissioning the Project to run the library and youth work in order to save these important services and to underwrite to the worse-case scenario figures of £25,000 (£15,000 for library and £10,000 for youth) for the first year."

The minutes from the Building Management Committee meeting held on 20th April 2011 were received and one correction was noted to the Clerk.

The minutes from the Personnel Committee meeting held on 20th April 2011 were received.

The notes of the meeting with Goodman were received.

11/FC

COUNTY AND BOROUGH COUNCILLORS' REPORTS

There was no County Councillor report from Cllr Collins due to illness in the family.

Cllr J Perez gave a verbal borough councillor report. Planning Officers will hold a planning briefing for the Brockworth borough councillors on the Invista application.

Brockworth Parish Plan is being considered by officers at TBC and will be in touch with the Clerk to discuss the need for more doctors and dentist in Brockworth.

TBC can now recycle low-energy lightbulbs and a recycling box could be located at the Community Centre. Cllr J Perez will look into this further and liaise with the Clerk. **Action: Cllr J Perez.**

The Joint Core Strategy newsletter has been circulated to parish councillors. The Green Belt review has been finalised but not yet made public.

TBC is running a recycling roadshow around Brockworth which will finish with a recycling display in the community centre car park on Saturday 21st May.

12/FC

PARKS, OPEN SPACES AND BURIAL GROUND

1. To receive Play Park and Burial Ground updates.

The council received a written report which was circulated prior to the meeting.

Cllr Neal suggested that Mr Flounders would be able to advise on the types of trees to have in the burial ground once the Clerk's office has prepared the proposed layout.

It was agreed that the Clerk will get quotes to repair the goalmouths on the football pitches at Mill Lane.

It was agreed that the Clerk will look for suitable grants to refurbish the play areas.

2. Grass cutting tender details: Mr Flounders suggested leaving a metre border of uncut grass around the edge of the fields to encourage wildlife. The borders would only require one annual cut in the autumn. An amendment was made to the grass cutting tender for the Cross Hands Meadow to be cut twice annually (late spring and early autumn).

3. Queen Elizabeth II Playing Fields Deeds of Dedication. It was agreed that the Chairman should sign the Deeds of Dedication for Pound Farm and Mill Lane playing fields. **Action: Cllr Hunt / Clerk**

13/FC

FINANCE

1. The Management Accounts for the financial year to date

The Council received and accepted the management accounts. Cllr J Perez queried the car park rental charge and it was confirmed that the overflow car park was regularly used and necessary. The Year End Accounts will be presented at the next full council meeting for approval prior to submitting to the Auditors.

2. Invoices due for payment

The meeting approved the schedule of invoices totalling £11,679.98+VAT.

3. To approve the renewal of the insurance

Cllr C Green proposed entering into a 5 year agreement with Zurich Insurance, Cllr Lefevre-Wellard seconded. Five councillors were in favour, 6 against, 1 abstention. The meeting agreed to renew the insurance with Zurich Insurance for one year. **Action: Clerk.**

4. Community Bus

The meeting considered the cost of continuing the community bus at a cost of £150 per day for a reduced service. The reduced service includes 3 return trips to Tesco supermarket and the transport for two elderly clubs. The Welcome Club would be asked to amend their meeting times to fit in with the reduced schedule, and have already indicated that they are prepared to contribute to the cost of the minibus. Cllr Furolo proposed the community bus be continued on Wednesdays only for a further 12 months and then review. Cllr Lefevre-Wellard seconded, 8 councillors in favour with 3 abstentions. Motion carried. **Action: Clerk.**

Cllr J Perez will contact Mandie Thurland at Tesco's regarding grants and will also contact TBC Cllr Surman regarding a community bus initiative with which he has been involved. **Action: Cllr J Perez.**

5. Section 137 Donations

A request had been received from Wide Valley Singers for a donation towards new music. Cllr J Perez proposed £50, Cllr Miles seconded, 10 councillors were in favour, 2 against. Motion carried. **Action: Clerk.**

6. Cheque Signatories

The meeting agreed to add Cllr J Perez and Cllr Miles as cheque signatories. **Action: Clerk.**

7. Section 106 update

The meeting received an update on section 106 monies. Cllr Furolo proposed and it was agreed the parish council writes to Mella McMahon at TBC asking for the reasons for re-negotiating the section 106 Tesco money that was originally to be shared 50/50 with Hucclecote PC. **Action: Clerk.**

14/FC

PARISH PLAN UPDATE

The meeting received the results of the Parish Plan survey. 866 surveys were returned which equates to 25% of households in Brockworth. Cllr Neal noted that it must state in the published document that it was 25% return rate to give the data context.

15/FC

LIBRARY AND YOUTH CENTRE UPDATES

The meeting received the draft business plan prepared by Mr N Hopwood. Parish Councillors were asked to send their comments to the Clerk by Monday 16th May. Cllr Furolo proposed going forward with this business plan, Cllr Lefevre-Wellard seconded and all in favour with Cllr J Perez and Cllr Lyons declaring personal interest and abstained from the vote.

16/FC**SUMMER ACTIVITIES**1. To discuss summer activities to be provided by the parish council

The Clerk confirmed that the free children's swimming at the Sports Centre is going ahead. The free swimming is available Monday to Friday 2-4pm from 25th July to 2nd September. The parish council will contribute £2,000 towards the free swimming.

2. To receive an update on the Fete

The meeting received an update on the Fete and volunteers were requested to help with the tasks required. There will be a fete meeting towards the end of May to be arranged.

17/FC**PLANNING MATTERS**

The Clerk reported that a revised planning application had been received for Kennel Lane with changes to the layout and housestyles. Councillors were invited to come into the office to view the plans so that comments could be submitted to TBC.

1. The following items were noted:

Date app rec'd	Reference & Ward	Location / Address	Details of Application	Comments from BPC
05.04.11	10/01138/FUL MOORFIELD	147 Ermin Street GL3 4HG	Install two dormer windows on front elevation. Replace existing flat roof with ridged roof on rear elevation. Revised scheme.	NO OBJECTION 08.04.11
11.04.11	10/00209/FUL HORSBERE	Plot 5100 and Plot 5030 Glos Bus Park	Variation of condition 23 attached to permission Ref: 08/01461/FUL to allow for minor alterations to Block A to include revised siting elevations and the sub-division of three non-food retail/bar or restaurant units into six units.	NO OBJECTION 15.04.11
28.04.11	11/00343/FUL HORSBERE	Invista (UK) Ltd Ermin Street Brockworth GL3 4HP	Conversion of locker room to offices and changing nine high level windows to full depth double glazed opening windows. Replacement of 13 ground floor windows with double glazed units.	NO OBJECTION 04.05.11
03.05.11	11/00438/FUL HORSBERE	42 Lasne Crescent Brockworth GL3 4UX	Proposed demolition of existing conservatory and erection of single storey rear extension.	

2. The following planning decisions were noted:

17.02.11	11/00128/FUL HORSBERE	199 Hucclecote Road Brockworth GL3 3TZ	Increase existing driveway in size to allow parking for 2 cars. New dropped kerb at the front.	NO OBJECTION 21.02.11	PERMIT 21.04.11
24.02.11	11/00162/LBC MOORFIELD	Coopers Hill Farm Cirencester Road Brockworth GL3 4TW	Repairs to derelict barn within curtilage of a listed building	NO OBJECTION 28.03.11	CONSENT 21.04.11
24.02.11	11/00141/FUL MOORFIELD	Droys Court Cirencester Road Brockworth GL3 4TN	Installation of photovoltaic solar panels on the roof of a farm building	NO OBJECTION 28.03.11	PERMIT 04.04.11
05.04.11	10/01138/FUL MOORFIELD	147 Ermin Street GL3 4HG	Install two dormer windows on front elevation. Replace existing flat roof with ridged roof on rear elevation. - revised scheme.	NO OBJECTION 08.04.11	PERMIT 27.04.11

14.01.11	10/01388/APP HORSBERE	Parcel 4, Gloucester Business Park	Proposed development of 94 residential units with associated roads, footways, parking, drainage and landscaping.	OBJECT 14.2.11 - Lack of cycle ways, 3 storey housing, detached blocks of garages will increase ASB & crime.	APPROVE 07.04.11
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18/FC

IMPORTANT CORRESPONDENCE

The meeting considered the following items of correspondence:

Received Date	From	Details	Comments
12/04/2011	GAPTC	Public Audit Consultation	June Full Council Meeting
14/04/2011	NALC	e-learning for councillors	Noted
18/04/2011	GAPTC	New Mileage Rates	Noted
20/04/2011	British Youth Council	Local Councillor Shadowing	Noted
26/04/2011	Churchdown Parish Council	Showcase Event at Horizons on 21st May	Noted
28/04/2011	TBC	Draft Concept for Working with Local Communities	June Full Council Meeting
03/05/2011	Ben Evans	Youth Collective Meeting Notes	Noted
04/05/2011	GAPTC	(1) Future Code of Conduct (2) Waterways consultation	Noted
04/05/2011	Brockworth Ent School	Request for Work Experience to come to BPC one or two days per week	Agreed to offer one day per week in the Clerk's Office. Action: Clerk
09/05/2011	GCC	Bus shelter to be installed at Whittle Inn from Sec106 monies	For information
09/05/2011	Macmillan Cancer Support	Request to use Mill Lane playing field on Sunday 3rd July for 10km Fun Run	Agreed.
09/05/2011	Glos Highways	Meeting on 12th May 10am at Hucclecote PC to discuss Coopers Edge highways issues	Cllrs Miles, Aruna and J Perez to attend.
10/05/2011	Joint Core Strategy	Newsletter 7	Noted

19/FC

WARD REPORTS

Cllr J Perez mentioned that a 6' x 4' advertisement for a car washing service had been displayed at Greenway. Cllr Perez will discuss the matter with enforcement officers at TBC. **Action: Cllr J Perez.**

20/FC

SEPARATE BUSINESS

The Chairman will move the adoption of the following resolution;

That under Section 100(A)(4) Local Government Act 1972, the public be excluded for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act

There being no other business, the Chairman closed the meeting at 9.40pm.

Signed:

Date: