

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6 JULY 2011 AT THE COMMUNITY CENTRE AT 7.00 P.M.

PRESENT J Hunt (Chairman), Mrs C Neal, R Furolo, Mrs C Green, F Green, Mrs J Perez, V Perez, T Lyons, I Aruna, E Buxton, Mrs S Lefeuvre-Wellard, Mrs M Rowcliffe-Quarry, B Evans, J Clarke, Mrs I German, Mrs J Shirley (Clerk)

Members of Public Present: 7 members of public

Members of Press Present: None

A member of public addressed the meeting and raised concerns about the planning applications submitted for St George's Vicarage. The resident did not feel that the developments were in the benefit of the village and that there would be issues with parking for the church centre. The deadline for comments to Tewkesbury Borough Council is 26th July.

Mr Bill Booth addressed the meeting. Mr Booth is the Community Co-ordinator for Coopers Edge Trust. Mr Booth outlined his remit and some issues faced by the Coopers Edge community. There is a public meeting on 18th July at 7pm to bring all the partners together – Stroud District Council, Tewkesbury Borough Council, Gloucestershire County Council, and the three parish councils covering Coopers Edge were also invited to attend.

Meeting opened at 7.30pm.

40/FC TO RECEIVE APOLOGIES FOR ABSENCE
Cllrs Miles and Shellswell sent apologies which the meeting accepted and the reasons given for absence.

41/FC DECLARATIONS OF INTEREST
Cllr Rowcliffe-Quarry and Cllr Evans declared an interest in item 51/FC regarding Brockworth Community Project. Cllr J Perez declared an interest in the Planning agenda item.

42/FC CHAIRMAN'S ANNOUNCEMENTS
Cllr Hunt announced that Cllr Shellswell has resigned from the parish council. The vacancy will be filled following the usual procedure. Cllr Hunt also invited all councillors to remain at the end of the meeting for the presentation on the Community Project's Business Plan for the running of the library and youth work.

43/FC POLICE REPORT
PC Rob Guest ran through the crime figures for June 2011 and compared with June 2010 there has been a reduction from 27 crimes to 14. The Police will now be using the advice office at the Brockworth Community Centre on Mondays, Wednesdays and Fridays and the Police are making every effort to maintain a visible presence in Brockworth.

A question was raised about the £1,000 donation that the parish council made to the police some years ago towards a police car. Sergeant John Skilling agreed to look into the matter.

44/FC COUNTY COUNCILLOR REPORT
County Councillor Mike Collins ran through his report which was tabled at the meeting. The meeting discussed section 106 obligations relevant to the Coopers Edge development.

45/FC MINUTES
The minutes from the Full Council Meeting held on 1st June 2011 were accepted as a true record of the meeting and were approved with one amendment on page 9 – the word 'grass' was changed to read 'glass'.

46/FC REPORT FROM THE OFFICE OF THE COUNCIL
The meeting received the update from the Clerk regarding actions agreed at the last meeting.

47/FC BOROUGH COUNCILLORS' REPORT
The report was previously circulated. It was noted that the section 106 for the public art at Whittle Square ended in May however Tesco is standing by the commitment to provide funds for the public art. Cllr V Perez is now part of the Flood Risk Management Committee at Tewkesbury Borough Council.

48/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.

The meeting agreed to replace the dog bin at Humber Place with a new metal bin. **Action: Clerk.**

The meeting noted that Gloucestershire Highways won't give permission for the use of temporary sprayed dog-fouling notices on pavements, as used in Stroud District. The meeting instructed the Clerk to pursue this with Highways. **Action: Clerk.**

2. To receive an update on the Nature Reserve

The meeting discussed leasing the Nature Reserve from Tewkesbury Borough Council. Cllr Evans proposed that the parish council confirms to Tewkesbury Borough Council that the parish council is interested in the land but only once the boundary fence line on the wildlife corridor has been returned to a 3.5m minimum width along its length. Cllr Lyons seconded and all in favour. **Action: Clerk.**

3. To receive an update regarding refurbishing the play equipment

Cllr J Perez noted that capital grants are available from Tewkesbury Borough Council. Cllr Rowcliffe-Quarry noted that Severn Vale Housing Society has a new community development worker that is involved in funding bids and has offered to help us. Cllr Hunt proposed that we find out where grants are available before we proceed. Cllr Furolo seconded, all agreed. **Action: Clerk.**

4. To consider burial ground proposals.

The meeting considered the proposals regarding having a memorial plaque area within the burial ground. Cllr Hunt explained that this proposal can take up valuable burial space and to only consider the proposal in an area of the burial ground that cannot be used for any other purpose, such as at the top of the extension area. The meeting discussed the proposals at length and Cllr Evans proposed that the parish council agrees with the idea in principle and a small working group looks at other burial grounds and reports back to full council with recommendations. Cllrs Lefeuvre-Wellard, J Perez and V Perez agreed to carry out the research. All councillors to be invited to Brockworth burial ground for a site visit, which will be arranged by the Clerk.

Cllr Furolo suggested that any new housing developments planned for Brockworth could include provision for additional burial ground land.

The meeting considered the current request for a memorial rose and instructed the Clerk to respond to the applicant advising that the council is looking at a memorial plaque idea initially. **Action: Clerk.**

The Clerk noted that there will be a need for benches in the burial ground in the future as the burial ground gets used further down the field as it is a long walk from the road for anyone with mobility difficulties.

The meeting considered a request from a resident to ban dogs from the burial ground. The meeting discussed the possibility of fencing the public footpath at the bottom of the field to prevent dogs accessing the burial ground, but felt that two complaints in the past two years did not warrant the expense of fencing the burial ground.

49/FC

FINANCE

1. The Management Accounts for the financial year to date

The Council received and accepted the management accounts. Cllr Rowcliffe-Quarry raised a query about the office expense costs and the Clerk will check the figures and report back. **Action: Clerk.**

2. Invoices due for payment

The meeting approved the schedule of invoices totalling £15,991.19 +VAT.

3. To receive the internal audit report for 2010/11

The meeting received the internal audit report for the 2010/11 accounts and noted that there were no issues to address.

4. Risk Assessment

The meeting received the updated Risk Assessment report prepared by the Clerk.

5. Confirm authorised cheque signatories

The parish council confirmed that the following councillors are authorised to sign cheques for Brockworth Parish Council bank accounts with Barclays Bank, Lloyds TSB, and Bank of Ireland:

Cllr Jim Hunt
Cllr Carole Neal
Cllr John Clarke
Cllr Fiona Miles
Cllr Judith Perez

Action: Clerk to complete the paperwork with the banks.

6. To receive an update regarding section 106 monies.

The meeting received an update regarding section 106 monies. The Clerk confirmed that the next section 106 meeting with Tewkesbury Borough Council is taking place at the Community Centre on Tuesday 16th August at 10am.

7. To consider contracting an independent handyperson for holiday cover.

The meeting agreed to use a temporary agency worker to cover cleaning and handyperson duties for 4 weeks during January and February 2012 at a cost of £9.97 per hour. **Action: Clerk.**

51/FC

BROCKWORTH COMMUNITY PROJECT UPDATES

1. To receive an update from the Youth and Library Working Group.

Cllr Evans gave a verbal update. Gloucestershire County Council is unable to proceed with the transfer of the library until the Court Injunction has been resolved. The Community Project is proceeding with the youth provision starting on Monday 18th July. The Community Project has taken on 2 apprentices from September for youth work. The next Youthbrary Meeting has been postponed until the library outcome is known.

2. To receive an update from the Parish Council representative on the Community Project Management.

Cllr J Perez attended the latest Project Management meeting on 14th June and noted that there were lots of skill sets within the management committee. The AGM is being held on 28th July at 7pm in the library. The accounts for the Project are to be submitted for audit by 14th August.

3. To approve the draft letter confirming the Parish Council contribution to the Community Project.

Cllr Furolo proposed an amendment to the letter to say "Whilst there is no commitment from the parish council to provide further funding, any requests for funding beyond 1st April 2012 should be made to the parish council by 1st November 2011". Cllr Lefevre-Wellard proposed sending the letter with Cllr Furolo's amendment, seconded by Cllr Clarke, 12 in favour, 2 abstentions. Motion carried. **Action: Clerk.**

52/FC

PLANNING MATTERS

1. To consider section 106 obligation for Court Road pre-planning application

The meeting considered the proposed section 106 obligation. Cllr Furolo proposed that the parish council only adopt 10 parking spaces for a commuted amount of £25,000 for ongoing maintenance. Cllr F Green seconded, 10 in favour, 4 abstentions. Motion carried. **Action: Clerk.**

2. To receive the notes of the meeting held with Hunter Page Planning

Amended notes of the meeting were tabled. Cllr V Perez raised concerns about the parish council meeting with Hunter Page Planning about possible housing developments, and Cllr V Perez felt that the meetings were premature. There was a discussion about the Joint Core Strategy and that the information shaping the JCS will be evidence-based. Cllr J Perez suggested inviting the JCS team to talk to the parish council. Cllr V Perez proposed that in the short term we have no more communication with Hunter Page Planning regarding the possible A417 development, and start the ball rolling with community consultations. Cllr Furolo seconded, and all agreed. Cllr V Perez will write a short article for the parish magazine to raise awareness with residents. **Action: Cllr V Perez / Clerk.**

3. The following items were noted:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC
14.06.11	11/00590/ADV HORSBERE	Unit A1, Block A, Whittle Way, Gloucester Business Park, GL3 4BJ	1 external fascia sign NW, 2 fascia signs SE, 1 projecting sign and 1 circular sign	NO OBJECTION 22.06.11
10.06.11	11/00617/FUL GLEBE	St Georges Vicarage 42 Court Road Brockworth GL3 4ET	Proposed alterations and extensions	
14.06.11	11/00619/FUL GLEBE	6 Court Road Brockworth, GL3 4EP	The retention of an Automated Teller Machine (ATM)	
14.06.11	11/00620/ADV GLEBE	6 Court Road Brockworth GL3 4EP	The retention of internally illuminated signage associated with Automated Teller Machine (ATM)	
21.06.11	11/00633/FUL GLEBE	Land Adjacent To Presentation Convent Court Road Brockworth	Construction of 2 no. two bedroom bungalows with garages (Extend time limit for the implementation of application 08/01058/FUL).	

4. The following Tewkesbury Borough Council planning decisions were noted:

Date application received	Reference & Ward	Location / Address	Details of Application	Comments from BPC	Tewkesbury Borough Council Decision
09.05.11	11/00454/ADV HORSBERE	Reflections Hair Grp Unit A5 Whittle Way Glos Bus Park GL3 4BJ	Non illuminated fascia panel with internally illuminated lettering to front	NO OBJECTION 19.05.11	CONSENT 17.06.11

53/FC

TO CONSIDER IMPORTANT CORRESPONDENCE

To consider the following items of correspondence

Date	From	Details	BPC Comments
07/06/2011	Colin Hoult	Application for Licence-Hedleys Catering Ltd	No objections
09/06/2011	Steve Shaw	Sustainable Communities Act proposal to help parish and town councils	All agreed to support. Action: Clerk
16/06/2011	NHS	NHS refused request for NHS Dentist in Brockworth	All agreed that this should be pursued with the NHS. Action: Clerk
04/06/2011	National Childbirth Trust	Request for discount for main hall hire	Cllr Lyons proposed that normal hire charges apply due to the additional costs incurred for security unlocking & locking building. Cllr Evans seconded. All in favour. Action: Clerk

54/FC

WARD REPORTS

It was noted that the hedge from Brockworth Primary School along the alleyway to Mill Lane playing field was still a problem. **Action: Clerk.**

Cllr Aruna raised a complaint about the new footpath to Tesco from Ermin Street – the barriers prevent access to mobility scooters and wheelchairs.

Cllr Rowcliffe-Quarry spoke about a Get Up & Grow scheme that is a 3-year project encouraging people to grow vegetables. The scheme is provided with a worker, and perhaps part of the Cross Hands Meadow could be leased from the parish council for 3 years, or possibly the piece of land on Tamar Road could be used. It was agreed that Cllr Rowcliffe-Quarry should look into this further. **Action: Cllr Rowcliffe-Quarry**

It was noted that the path from the brook to the allotments is overgrown and fallen-down trees causing obstruction. **Action: Clerk** to report to Gloucestershire County Council.

Cllr Buxton suggested looking into ideas of what the parish council can do for the Jubilee and Olympics during 2012. It was agreed that Cllr Buxton investigate further.

Cllr Buxton requested that "Ward Reports" be earlier in the agenda. This was agreed. **Action: Clerk.**

55/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.

It was agreed to defer the Community Project Business Plan presentation until another date – Cllr Evans will liaise with the Clerk.

There being no other business, the Chairman closed the meeting at 10.20pm.

Signed:

Date: