

# BROCKWORTH PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7 APRIL 2010 AT THE COMMUNITY CENTRE AT 7.00PM

**Present:** J Hunt (Chairman), Mrs C Neal, Mrs C Green, F Green, G Gair, Mrs S Lefevre-Wellard, I Barnes, Mrs J Perez, Mrs I German, J Clarke, J Shellswell, Mrs K Gardiner, Mrs J Shirley (Clerk), Borough Councillor Rowcliffe-Quarry

**Members of the Public Present:** PCSO D Mitchell, plus one member of public

**Members of the Press Present:** One member of press

**176/FC TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Browning, Collins, Flounders, Tester and Furolo. The meeting accepted the apologies and the reasons given for their absence.

**177/FC DECLARATIONS OF INTEREST**

None.

**178/FC POLICE REPORT**

Crime statistics were distributed prior to the meeting and an end of year report was tabled at the meeting. Crime figures have dropped again. PCSO Dan Mitchell answered several questions from councillors.

**179/FC MINUTES**

The minutes of the full council meeting held on 3<sup>rd</sup> March were accepted as a true record of the meeting and were approved.

**180/FC COUNTY AND BOROUGH COUNCILLORS' REPORTS**

The Borough Councillors' report was circulated prior to the meeting. Cllr Perez reported on the recent Parish and Town Council seminar that was held at TBC. The main topic was improving communications between borough and parish/town councils. Cllr Perez noted that the seminar was very good and would be run once every 6 months and would be useful for different members of the parish council to attend each time.

A question was asked about battery recycling points and it was agreed that the Clerk would contact TBC to see if they are continuing with providing recycling points since the change in law that requires shops to provide recycling points if they stock batteries. **Action: Clerk.**

**181/FC SPORTS CENTRE UPDATE**

Brockworth Enterprise School has taken on the management of the Sports Centre and will retain public access to the centre. The school has suggested to the council that they can provide a written report regarding the funding the council provides for the sports centre, or they can come to a meeting and provide a verbal report. It was agreed that a quarterly written report would be sufficient. Cllr German suggested that we invite the school to provide a speaker at the Annual Parish Meeting; the Clerk confirmed that the local schools are routinely invited to the APM. **Action: Clerk to let the school know about the written report.**

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

To receive Play Park and Burial Ground updates

The council received a written report. Cllr Perez asked if the council could look at replacing play equipment over the coming years; perhaps include it in the Parish Plan. The Clerk noted that some of the equipment no longer meets current safety legislation as it was installed prior to the new legislation, and replacement parts are becoming difficult to source. Cllr Hunt suggested that the play areas be looked at as a whole and consider how much the repairs have cost over the past 4 years. **Action: Clerk to calculate the figures for review in 3 months at full council.** Clerk to continue to organise essential repairs in the meantime. It was also suggested that the repair figures be included in Parish Plan discussions so residents can see what it costs to maintain the play areas.

Litter Bins

It was agreed that new litter bins be installed at Humber Place and Usk Way (replacement of damaged bin).

### Dog Bins

It was agreed that a new bin be installed along Abbotswood Road, and that Ribble Close would be considered too. **Action Clerk and Chair to agree specific locations.**

183/FC

### **FINANCE**

#### 1. The Management Accounts for the financial year to date

The Council received and accepted the management accounts.

#### 2. Invoices due for payment

The meeting approved the schedule of invoices totalling £14193.09.

#### 3. Allotments Maintenance Reserve

It was proposed by Cllr Clarke and seconded by Cllr Green that the council provide a further £100 to the Allotments Association towards the VAT element of repairing the shed roof. All agreed. **Action: Clerk to raise the cheque.**

184/FC

### **SECTION 137 DONATIONS**

#### 1. To approve donation requests received

Grant applications had been received from Coopers Hill & Brockworth WI, and the Citizens Advice Bureau. The meeting agreed to donate £90 to the WI. **Action: Clerk to raise the cheque.**

The meeting discussed the Citizens Advice Bureau request and whether a service could be provided out of Brockworth Community Centre. It was agreed to write to CAB and find out more information regarding a regular advice service. The donation request was deferred to a future meeting. **Action: Clerk.**

185/FC

### **FINANCIAL REGULATIONS**

The meeting considered the amended Financial Regulations. It was proposed by Cllr Clarke and seconded by Cllr Gair that the amended regulations be adopted. All agreed.

186/FC

### **PUBLICITY**

#### Website

The meeting considered the options regarding a new website. Cllr Gair proposed Option 1 (new website through Vision Websites at a cost of £474 + VAT). Cllr Perez seconded. All agreed. It was agreed to also include the Halls Booking Diary module at a cost of £90 + VAT. **Action: Clerk to make the arrangements.**

#### Newsletter

The meeting considered the updated option regarding the parish newsletter. Cllr Clarke proposed that the council contribute to the existing Brockworth & Hucclecote Magazine produced by The Copy Shop in Cheltenham, Cllr Barnes seconded. 11 in favour, 1 objection, no abstentions. Motion carried. **Action: Clerk to make the arrangements.** Cllr Hunt encouraged all councillors to contribute and copy deadlines would be communicated to councillors.

Cllr Shellswell outlined a publicity idea regarding a regular raffle that local businesses contribute prizes. Cllr Shellswell agreed to prepare more information and re-present to council. **Action: Cllr Shellswell**

187/FC

### **HEALTH & SAFETY POLICY**

The meeting considered the drafted Health & Safety Policy. Cllr F Green proposed adopting the policy, Cllr Shellswell seconded. 11 in favour, no objections, 1 abstention. Motion carried.

Cllr Neal asked if additional first aid kits were needed, eg in the upstairs kitchen. **Action: Clerk to make enquiries.**

188/FC

### **PARISH PLAN**

The working party reported that a meeting had been held recently and would like to have a small stall at the Health Information Day on 21<sup>st</sup> April at the Community Centre to publicise the Plan to residents. The group also requested that a working lunch be held and representatives of each local community group be invited to attend so that the Parish Plan concept can be discussed and volunteers found to form the steering group to take the Parish Plan forward. Cllr C Green proposed that the parish council provides the working lunch, and Cllr Perez seconded. All in favour. **Action: Clerk.**

189/FC

### **PLANNING MATTERS**

#### Glebe Ward

Cllr Neal volunteered to serve on Glebe Ward for planning matters. **Action: Clerk to update the planning list.**

#### Planning Training Dates

The meeting considered the proposed dates from TBC for planning training. It was agreed that dates in June would be requested as none of the proposed dates were suitable. **Action: Clerk.**

The meeting considered the comparison between Brockworth and Hucclecote parish councils' comments on a recent application. Cllr Perez agreed to feedback TBC's consideration of the comments once the outcome of the application had been decided.

The meeting considered the following planning items:

Date Application received	Reference & Ward	Details of Application	Comments from BPC	Decision
04.03.10	<b>10/00209/FUL HORSBERE</b>	Variation of condition 23 attached to permission 08/01461/FUL to allow for minor alterations to Block A to include revised siting, revised elevations, and the sub-division of 3 non-food retail/bar or restaurant units into 6 units <b>Plot 5100 and Plot 5030 Gloucester Business Park</b>	NO OBJECTION 17.03.10	
05.03.10	<b>10/00219/AGR MOORFIELD</b>	Proposed store <b>Droys Court, Cirencester Road</b>	NO OBJECTION 30.03.10	<b>NON-INTERVENTION 29.03.10</b>
05.03.10	<b>10/00217/FUL WESTFIELD</b>	Single storey rear extension <b>14 Westfield Road</b>	NO OBJECTION 30.03.10	
05.03.10	<b>10/00223/FUL HORSBERE</b>	Erection of two storey rear extension <b>24 Buckholt Way</b>	NO OBJECTION 17.03.10. Comments: there is some concern about the sight line of the window overlooking number 23's garden.	
08.03.10	<b>10/00235/FUL HORSBERE</b>	Single storey side extension and alterations to roof <b>Windrush, Green Street</b>	NO OBJECTION 17.03.10	
24.03.10	<b>10/00294/ADV HORSBERE</b>	4 x internally illuminated folded aluminium fascia panels <b>Abbotswood Shopping Centre</b>		
12.01.10	<b>HORSBERE 09/01238/FUL</b>	Alterations to garage/workshop to form ancillary granny annexe <b>Croft Amber, Green Street</b>	NO OBJECTION 25.01.10	<b>PERMIT 09.03.10</b>

#### 190/FC IMPORTANT CORRESPONSE

The meeting considered the following items of important correspondence:

	Date	From	Details	Council Comments
1	15/03/2010	TBC	Street Naming - Site at Land Parcel 7B Brockworth Airfield	Cllr Clarke proposed, and Cllr Shellswell seconded that we write and ask them to pick a theme. All in favour.
2	18/03/2010	Mrs Perkins	Copy letter sent to Brockworth Enterprise School	Cllr Lefeuve-Wellard suggested we write to the head of BES and express our concerns and disappointment that the litter situation has worsened after a previous period of it being very good. Agreed. <b>Action Clerk to write to school and Mrs Perkins.</b>
3	01/04/2010	Glos Highways	Cheese Rolling	Cllr Perez proposed we agree with the Highways proposal, Cllr Lefeuve-Wellard seconded. 9 in favour. 2 against. <b>Action Clerk to send response to Highways.</b>
4	07/04/2010	Glos Highways	Green Bank	The meeting disagreed with the statement "No proposed frontage development on Kennel Lane" as outline permission has been given for Kennel Lane. <b>Action: Clerk to enquire if there has been a public consultation and advise them about the proposed frontage development.</b>
5	07/04/2010	Joint Core Strategy	Meeting Request - June 2010	Cllrs Clarke, Hunt & Neal volunteered to attend meeting. <b>Action Clerk to arrange meeting date.</b>

191/FC

**WARD REPORTS**

Cllr Perez noted that the path in Pound Farm play area is very muddy. This had been looked at by our handy person and it was agreed that no action would be taken.

192/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.**

The Chairman reported that the land the parish council planned to lease to Brockworth Albion football club is actually owned by TBC. TBC will be considering giving the land to the parish council at their Executive Committee meeting in June. The Football Club is aware of the current issue.

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