

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7 SEPTEMBER 2011 AT THE COMMUNITY CENTRE AT 6.30 P.M.

PRESENT J Hunt (Chairman), Mrs C Neal, R Furolo, Mrs I German, Mrs C Green, F Green, Mrs J Perez, V Perez, I Aruna, E Buxton, Mrs M Rowcliffe-Quarry, J Clarke, Mrs F Miles, Mrs S Lefeuvre-Wellard, H Turbyfield, Mrs J Shirley (Clerk), County Councillor Mike Collins

Members of Public Present: 6 members of public

Members of Press Present: None

Mr D Kenward from Brockworth Albion Football Club updated the parish council on the league requirements for Mill Lane football pitches. The football club has missed two opportunities to be promoted because of the lack of facilities at the playing field. The three things that are needed include on-site changing facilities, dug-outs, and pitch barrier around one football pitch. The football club would like the parish council to consider giving permission to allow the changing rooms to be built on the footprint of the old sports pavilion (near to the car park); permission was also sought for the installation of barriers and dug-outs, however portable dug outs could be used as an alternative. Mr Kenward also gave an update on the fundraising the club has undertaken.

Two residents from Mill Lane were present and raised a number of questions which Mr Kenward answered. The other residents made various suggestions of which Mr Kenward made note.

There being no other matters raised during public question time, the meeting opened at 7pm

73/FC TO RECEIVE APOLOGIES FOR ABSENCE

Cllrs Lyons and Evans sent apologies. The meeting accepted the apologies and the reasons given for absence.

The Chairman requested that the County Councillor's report be moved forward on the agenda to be received after the Co-option, and move one item of correspondence forward to be dealt with under item 83/FC.3. The meeting agreed.

74/FC DECLARATIONS OF INTEREST

Cllr J Perez declared an interest in Planning; Cllr V Perez declared an interest in Brockworth Albion football club; Cllr Rowcliffe-Quarry declared an interest in Brockworth Community Project; Cllr Buxton declared an interest in the Action Group for Brockworth & Hucclecote; Cllr Miles declared an interest in Gloucestershire Chest Fund.

75/FC CO-OPTION TO HORSBERE WARD

The meeting was adjourned and the two candidates each addressed the council giving their reasons for wishing to be co-opted onto the Parish Council. Members of the public were then asked to leave the room whilst the council met in confidential session to consider the matter. The meeting was re-convened and a secret ballot taken for each vacancy in turn. Mr H Turbyfield was co-opted onto the council and Mr M Hobden was thanked for his interest. Declaration of Acceptance of Office was signed and the newly co-opted councillor joined the meeting.

76/FC CHAIRMAN'S ANNOUNCEMENTS

None.

77/FC COUNTY COUNCILLOR REPORT

The report from Cllr Mike Collins was circulated to all present, and Cllr Collins ran through the main points.

78/FC POLICE REPORT

There was no representative from the Police, however the Crime Statistics Report for August 2011 was circulated and it was noted that there was an increase in crime compared to August 2010.

79/FC MINUTES

The minutes from the Full Council Meeting held on 3rd August 2011 were accepted as a true record of the meeting and were approved.

The meeting received the minutes and notes of the following meetings:

Personnel Committee Meetings held on 17th August and 5th September 2011.

Building Management Committee Meeting held on 17th August 2011.
Goodman's (Gloucester Business Park) meeting held on 4th August 2011.
Hucclecote PC and Coopers Edge Community Group meeting on 8th August 2011.
Section 106 meeting with Tewkesbury Borough Council held on 16th August 2011.

80/FC REPORT FROM THE OFFICE OF THE COUNCIL

The meeting received the list of action-updates from the Clerk. The Clerk will forward the Community Project's annual report and AGM minutes with the draft council minutes within the next 2 weeks. **Action: Clerk.**

81/FC BOROUGH COUNCILLORS' REPORT

Cllr J Perez gave a verbal update. Cllr Perez requested a parish councillor to attend the Site Inspections for two planning applications in Brockworth; Cllr Clarke volunteered.

There was an update about the Joint Core Strategy and that the housing projections were going to be based using an econometric model which does not take into consideration over-development of areas. Cllr Perez felt it is important for Brockworth Parish to carry out a "housing needs survey". It was agreed that we would start the process for the housing needs survey and invite Frances Evans (Tewkesbury Borough Council) to the next parish meeting to talk about the survey. **Action: Clerk.**

82/FC WARD REPORTS

Cllr Aruna expressed concern about the pedestrian barrier on the footpath to Tesco from Ermin Street. Frontier Development has confirmed that they have no plans to adjust the width-opening of the barrier. Cllr Miles requested that a response is sent to Frontier asking them to consider an adjustable barrier that can be locked by key that residents can purchase, such as a radar key. **Action: Clerk.**

Cllr Lefeuve-Wellard noted that she had requested one of the PCSO's to talk to the motorbike users on the Mill Lane playing field on Sunday.

Cllr J Perez has had complaints from residents about the amount of dog mess on the playing field at Mill Lane. Cllr Perez also forwarded a request to Highways for waiting restrictions to be implemented at Mill Lane traffic lights on behalf of a resident.

Cllr Miles requested that something be done about the overflowing commercial waste bins that are located behind Tescos near to Badhams Pharmacy. **Action: Clerk**

Cllr Rowcliffe-Quarry reported that a child had fallen badly from a rope swing attached to a tree at Ribble Close. Tewkesbury Borough Council has now trimmed the lower branches of the tree.

Cllr F Green noted the waiting restriction proposals for Abbotswood Road were a good idea; however Cllr German would like the proposed waiting restriction to be extended to the first cul-de-sac. Clerk will forward the suggestion to Gloucestershire Highways.

Cllr Neal has had complaints about cars parking on the pavement at Westfield Road that makes it difficult for pedestrians to walk on the pavement. Clerk will report to the Police.

83/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. It was noted that the burial ground proposals will be on the October council agenda.

2. To discuss the removal of vegetation from the edge of Mill Lane playing field.

The meeting discussed the removal of the vegetation growing on the edge of the playing field. Cllr Rowcliffe-Quarry proposed that a maximum width of 1 metre is retained for the significant vegetation and that the brambles etc are removed back to the fence line. Cllr Furolo proposed that all the vegetation be removed, seconded by Cllr F Green – 4 in favour, 8 objections. Motion overruled. A vote was taken for Cllr Rowcliffe-Quarry's proposal – 9 in favour, 4 against. Motion carried. It was further agreed to ask our tree warden (Mr Flounders) to confirm which vegetation should be removed completely and which could be reduced to a 1 metre border. **Action: Clerk.**

3. To receive an update on the play equipment refurbishment project.

A proposal to form a Youth Action Group received from Brockworth Community Project was considered in conjunction with the update on the refurbishment project. The Clerk outlined the Action Plan for the refurbishment project and the proposal. The request for £1,260 to help fund the Youth Action Group was considered. Cllr Hunt proposed providing the money and invites the Community Project to put together a proposal for a school holiday activity for the balance of the £2,000 budget. All agreed. **Action: Clerk.**

It was noted that Severn Vale Housing Society will assist with the consultation with school-aged children for the play area plans.

4. To consider grass cutting quotations.

The meeting considered the four quotes received for the grass cutting tender, and agreed to award the contract to the lowest quote at £8,885 per year for a 3 year contract. Cllr Furolo requested that a termination clause is included with the contract. **Action: Clerk.**

5. To discuss the league requirements for Brockworth Albion FC using Mill Lane playing field.

The meeting discussed the requirements as outlined by Mr D Kenward at the start of the meeting. The meeting agreed to meet the football club on site to clarify the proposed location of the changing rooms and make the decision at the October full council meeting. **Action: Clerk.**

6. To consider the purchase of footpath maps in order to conduct a survey of Brockworth footpaths.

Cllr Miles is conducting a survey of all the footpaths in Brockworth in conjunction with a representative for Badgeworth who is doing the same for Badgeworth footpaths. Cllr Miles requested permission to purchase footpath maps that show the GCC footpath numbers. This was agreed. **Action: Cllr Miles / Clerk.**

84/FC

FINANCE

1. The Management Accounts for the financial year to date

The Council received and accepted the management accounts.

2. To review parish reserves

The meeting reviewed the list of parish reserves. Cllr Furolo suggested using some reserves to help start a cricket club as the parish council is already helping the football club. Cllr Clarke suggested we put a notice in the parish magazine to see if anyone is interested in forming a cricket club. **Action: Clerk to place the notice.**

The meeting discussed the Freedom of Information request that had been received regarding parish reserves. The meeting agreed to provide the information as requested. **Action: Clerk.**

3. To approve the schedule of invoices which are due payment

The meeting approved the schedule of invoices totalling £9,259.63+VAT.

4. To review the Financial Regulations.

The meeting reviewed the financial regulations and discussed the proposed amendments. The regulations will go to the October full council meeting for adoption. **Action: Clerk.**

85/FC

EVENTS 2012

The meeting discussed arrangements for next year's Fete and also the Jubilee and Olympics. It was agreed to put a notice in the parish magazine asking residents to comment on what they would like the parish to organise for next year. **Action: Clerk.**

Cllr Furolo proposed that the Fete Committee has delegated responsibility for organising the annual fete for 7th July 2012 12pm to 5pm, seconded by Cllr Clarke and agreed by all. **Action: Fete Committee**

86/FC

BROCKWORTH COMMUNITY PROJECT UPDATES

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

A written report was circulated at the meeting.

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

Cllr J Perez gave a verbal update. The next meeting is next week.

3. To receive an update following the funding meeting held on 24th August.

Cllr J Perez attended the funding meeting and confirmed that the Community Project had submitted a land aid/NEET grant application.

87/FC

PARISH MAGAZINE

The meeting approved the draft article regarding planning to be published in the next edition of the parish magazine.

88/FC

PLANNING MATTERS

1. The meeting considered the following planning items:

Date app rec'd	Reference & Ward	Location / Address	Details of Application	Comments from BPC
02.08.11	11/00794/ADV HORSBERE	A3 Whittle Way Gloucester Bus Park GL3 4BJ	2 no. internally illuminated mounted fascia signs, and 1 no. illuminated internal window sign	NO OBJECTION 05.08.11

02.08.11	11/00795/FUL HORSBERE	A3 Whittle Way Gloucester Bus Park GL3 4BJ	Proposed installation of ventilation system and internal compressors	NO OBJECTION 05.08.11
03.08.11	11/00785/FUL HORSBERE	38 Ermin Street GL3 4HN	Erection of a detached dwelling	NO OBJECTION 12.08.11
03.08.11	11/00810/FUL GLEBE	Brown Lodge, Dean Farm, Court Road, Brockworth GL3 4QZ	Change of use & conversion of agricultural barn into a residential unit. [Revised scheme]	NO OBJECTION 09.08.11
18.08.2011	11/00891//FUL HORSBERE	37 Abbotswood Road Brockworth GL3 4NY	Single storey side extension and roof conversion	NO OBJECTION 22.08.11
26.08.11	11/00902/FUL MOORFIELD	Coopers Hill Farm Cirencester Road Brockworth GL3 4TW	A timber lean-to to be added to the south side of an existing concrete barn. To be used for agricultural storage and to provide a mounting surface for 26pv panels in order to generate electricity.	

2. The following planning decisions by Tewkesbury Borough Council were noted:

Date app rec'd	Reference & Ward	Location / Address	Details of Application	TBC Decision
15.07.11	11/00704/FUL HORSBERE	Unit A6, Whittle Way, Gloucester Business Park	Installation of a satellite dish on the roof of unit a6	PERMIT 17.08.11
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).	PERMIT 05.08.11
25.05.11	11/00357/APP HORSBERE	Parcel 9, Gloucester Business Park	Proposed development for 30 residential dwellings and their associated roads, sewers, landscaping, gardening and parking.	APPROVE 11.08.11
14.06.11	11/00590/ADV HORSBERE	Unit A1, Block A, Whittle Way, Gloucester Business Park	1 external fascia sign NW, 2 fascia signs SE, 1 projecting sign and 1 circular sign	CONSENT 03.08.11
14.06.11	11/00619/FUL GLEBE	6 Court Road Brockworth	The retention of an Automated Teller Machine (ATM)	PERMIT 03.08.11
14.06.11	11/00620/ADV GLEBE	6 Court Road Brockworth	The retention of internally illuminated signage associated with Automated Teller Machine (ATM)	CONSENT 03.08.11
18.08.11	10/01061/FUL WESTFIELD	26 Boverton Avenue Brockworth GL3 4ER	Application for a non-material amendment following the granting of planning permission - Two-storey extension to existing residential property	APPROVE 18.08.11
19.08.11	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.	APPROVE 19.08.11

89/FC

PARISH PLAN

1. To receive the Draft Parish Plan.

The council received the draft Parish Plan and the group were congratulated on their hard work.

2. To consider undertaking a "housing needs" survey for Brockworth.

The meeting has already discussed this item under 81/FC and agreed to proceed with a housing needs survey.

90/FC

IMPORTANT CORRESPONDENCE

The meeting considered the following items of correspondence

Received Date	From	Details	Comments
08/08/2011	Mr N Hopwood	Suggestion that the Parish Council takes on the Flying Machine garden and improve	BPC do not wish to take on the land – TBC will soon be adopting the open space
12/08/2011	Miss C Huntley	Horsbere Brook - suggested improvements	Noted
17/08/2011	Action Group for Brockworth	Request for main hall discount for Action Group Meeting - 20th September	Agreed to provide the hall free of charge.
20/08/2011	Mr D Jeens	Horsbere Brook - suggested improvements	Noted
22/08/2011	GCC Highways	Highways Information Evening - Monday 10th October	Cllrs Clarke & Turbyfield will attend.
22/08/2011	TBC	Town & Parish Council Seminar Thursday 6th October	Cllrs Buxton & V Perez will attend.
25/08/2011	TBC	Naming of new residential development at Kennel Lane	BPC suggested names that relate to Perry Pear Trees. Clerk to forward to TBC.
30/08/2011	TBC	Street Trader Consultation Lickfold (Hot snacks at Glos Business Park)	No objection.
30/08/2011	Friends of Brockworth Surgery	Request for main hall discount for Fundraising evening in October	Agreed to provide the hall free of charge providing the hirer arrives prior to office staff leaving to save security costs.
30/08/2011	Iain Selkirk, auditor	Audit changes - request for no obligation commitment to Mr Selkirk	Agreed.
31/08/2011	Angus Fun Fair	Request to hold family fair at Mill Lane 3rd week/weekend in October	Agreed providing no football matches taking place. Clerk to write to Mill Lane residents advising them of the fair.
01/09/2011	Gloucestershire Chest Fund	Donation request	£50 donation agreed.
05/09/2011	Brockworth Enterprise School	Donation request for School and Sports Centre	£4,000 donation to Sports Centre agreed. £1,500 donation for school denied.
05/09/2011	Ben Evans	Youth Action Group Proposal	Agreed to donate £1,260 towards the project.

91/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 10.15pm.

Signed:

Date: