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MINUTES OF THE GREEN SPACES & ENVIRONMENT COMMITTEE HELD ON WEDNESDAY 21ST JANUARY 2026, 7PM AT BROCKWORTH COMMUNITY CENTRE

1. Welcome from the Chair of the Committee

Due to the absence of Cllr J. Mills, Chair of the Committee, Cllr Harwood presided over the meeting. Cllr Harwood outlined the fire procedures, and the meeting was opened at 7:00 pm. Cllr Durnell was in attendance and expressed a desire to join the Committee. Cllr Balodis proposed that Cllr Durnell be appointed as a member of the Green Spaces & Environment Committee. The proposal was seconded by Cllr Wiltshire and unanimously approved.

2. Attendance of Councillors to be recorded.

Cllrs Uldis Balodis, Debbie Cooper, Debbie Harwood, David Durnell and Tim Wiltshire

3. Apologies were noted from:

Cllr Jason Mills

4. To record any declarations of interests on matters on the agenda

Cllr Durnell declared an interest in agenda item 8(a) Roman Way allotments, as an allotment holder.

5. To receive any public representations at the discretion of the Committee Chair

No public representations were received.

6. To approve the minutes of the Green Spaces & Environment Committee held on 17th December 2025 and for them to be signed as a true record

Cllr Balodis proposed, seconded by Cllr Wiltshire to approve the minutes which was agreed by the majority.

7. To consider matters relating to Trees.

(a) To receive a report, if necessary, from the Council's Tree Warden.

The Tree Warden was not present.

Cllr Debbie Cooper entered the meeting at 7:07 pm.

Cllr Harwood reported that the replacement trees from the Ash Dieback project had been planted. Only the fruit trees at the allotments remain to be planted.

(b) To receive an update from the Clerk regarding the trees to be inspected along Mill Lane.

The Clerk updated the Committee on the Mill Lane Park tree inspection, scheduled for Thursday 26 February, and explained the new software system, TreePlotter, which the arborist will be using.

8. To consider any allotment issues.

(a) To discuss the new Roman Way allotments tenancy agreement and agree any amendments that may be required to our lease agreement in response.

After discussion, the Clerk was asked to amend the lease agreement to include permission for leaseholders to erect polytunnels on plots, no larger than 2 m × 4 m × 2 m. The polytunnels must be well maintained and utilise water collection methods where possible, with an annual review to monitor their condition.

It was also agreed that the footpaths between allotments must be kept in good condition, level to provide safe passage, and a minimum of 2 ft wide.

The Clerk will make these amendments, circulate the amended lease to the Committee, and then place the item on the Full Council agenda in February for approval.

9. To consider matters relating to the Environment Working Group (EWG)

Cllr Harwood reported on the EWG meeting held on 6 January. A set agenda has now been established for meetings, which appears to be working well. The group is creating a monthly calendar of activities, which will eventually be published on the website and social media to keep the public informed. Several posters have been prepared, including those advertising the EWG and promoting a monthly litter pick on the last Saturday of each month.

10. To discuss business relating to Parks and Open Spaces

(a) To receive an update from the Clerk on any other health & safety, repairs and maintenance issues that need to be approved concerning parks and open spaces.

Cllr Balodis reminded the Clerk about the CCTV light sensor at Pound Farm Park, which had been damaged. The Clerk confirmed that she would follow this up with Redhand.

(b) To note the recent annual play area inspection reports completed by The Play Inspection Company.

This information was noted. The Clerk is reviewing the reports with the Handyperson, who will carry out tasks he is able to complete. For any work he is unable to do, the Clerk will obtain quotes and present them at a future meeting.

(c) To consider quotes and approve the appointment of a contractor for the supply and installation of an access gate to secure Mill Lane car park.

After consideration of the quotes, the Committee agreed to accept the quote from the local blacksmith. It was noted that pedestrian access is required, so the gate will be positioned further into the car park to allow space for pedestrians on either side when the gate is closed.

Cllr Harwood proposed delegating any adjustments related to the gate's positioning to the Clerk. The quote from the local blacksmith, for £1,400, was approved; the proposal was seconded by Cllr Cooper and agreed unanimously.

(d) To review grass cutting arrangements following a meeting with GCC, including the frequency of cuts by the Council's contractors.

This information was noted. Cllr Harwood proposed that the EWG be asked to review the grass cutting schedule to identify areas that could benefit from reduced cutting frequency and explore alternative land management approaches.

The Clerk is still awaiting the land maps from GCC, which will be forwarded to the EWG upon receipt. The EWG will then report back to the Clerk, who will present their recommendations at a future meeting for Committee approval.

11. To discuss business relating to the Burial Ground

(a) To receive a report from the Clerk on any burial ground issues

The Clerk had nothing to report.

(b) To consider the revised burial and cremation plot layout following the cemetery redevelopment, and to review and update the associated fees, as necessary.

After discussion, the Committee agreed that the Clerk should contact the grave digger to request advice and feedback on how to progress with the plot layout. The Clerk will then arrange a Cemetery Working Group meeting to discuss the feedback and develop a plan.

12. To consider any matters relating to street furniture and the street scene

The Clerk confirmed that the noticeboards have been ordered and that the benches will be repositioned at the same time to ensure that people's feet remain on the path, preventing the ground directly in front of the benches from becoming muddy and uneven.

Cllr Durnell reported on damaged benches at Perrybrook, which had been reported to the developer, and provided an update on the dangerous footpath at Court Road.

13. To receive a verbal report from the Clerk on any updates or urgent correspondence concerning the work of the committee

The sandbag distribution point was discussed. Mill Lane Park was agreed as a suitable central location for it. Cllr Harwood proposed accepting the sandbag box and placing it at Mill Lane Park; the proposal was seconded by Cllr Durnell and agreed unanimously.

14. Council confirmed the date of the next Green Spaces & Environment Committee which will be held on Wednesday 18th February 2026 at 7pm at Brockworth Community Centre

The meeting was closed at 9pm.

BROCKWORTH PARISH COUNCIL

REPORT TO: GREEN SPACES AND ENVIRONMENT COMMITTEE

DATE OF MEETING: 18 FEBRUARY 2026

SUBJECT: Mill Lane Allotments – Proposed 2026/27 Allotment Rent Level and
Community Food Garden Update

REPORT BY: A Wilson, Council and Community Projects Coordinator

1 Purpose of the Report

1.1 To update Members on:

- The proposed rent level for allotments in 2026/27.
- Recent developments in the Community Food Garden (CFG) project.

2 Recommendation

2.1 That the Committee agrees the proposed 2026/27 rent level as set out in the report.

3 Proposed Rent Level for 2026/27

3.1 It is proposed that the rent level for the forthcoming year be maintained at £60 per plot. This charge would include the costs associated with the upkeep of the site, primarily the cost of grass cutting on communal pathways within the site. These costs are based upon monthly visits by a contractor over an eight month period from February/March to September/October.

3.2 Going forward, the rental charge to allotment holders could be reduced if allotment holders were to take on the maintenance of communal areas within the site. However, any such arrangement would need to be formally established through the creation of an allotment association for the site.

Community Food Garden Update

4.1 The CFG site is nearing completion in preparation for its opening in the Spring of this year. The contractor is currently installing work surfaces within the CFG shed that will enable adults and children to use the facilities.

4.2 The fruit trees that will form a community orchard as part of the CFG have also been recently planted with the help of the Environment Working Group.

4.3 The CCPC again contacted all Brockworth schools in early December to inform them of the planned CFG opening in Spring 2026 and inviting them to find out more about the educational facilities that the CFG will offer. Further contact by email and phone was made in early February to encourage schools and to offer factfinding visits to the site.

- 4.4 The CCPC has also posted CFG updates on its social media channels and has sought donations of gardening tools and unwanted plastic pots to provide a supply for school and community use going forward.
- 4.5 The Clerk and CCPC have continued to investigate the availability of grant funding to support community initiatives in general. In early January, information was obtained on two potential external funding opportunities; TBC's Community Growing Project which offers support for fruit and vegetable growing within the community, and Gloucestershire County Council's Family Hub which offered support for initiatives supporting children aged up to 11.
- 4.6 Funding applications were submitted by the CCPC to both initiatives in early January, seeking specific support for facilities for young people. On 30th January, the Clerk received confirmation that TBC had approved the Council's funding bid for £1007 to cover the costs associated with the installation of child specific work surfaces at the CFG, together with funding for the purchase of small gardening tools and a storage container. A formal grant offer letter will be prepared by TBC in the near future.

AW 03 02 2026

Sent: 25 January 2026 13:31

To: Info - Brockworth Parish Council <info@brockworth-pc.gov.uk>

Subject: Over flowing Dog Bin

Situated on the Corner of Westfield Road & Ermin Street it's outside the block of Maisonette's next to the Traffic Lights

The origin Bin is plastic on a metal pole it's now too small to accommodate all the dog waste

Would it be possible to have a New Metal dual waste bin ?

This bin doesn't seem to be on a regular rota for emptying often over flowing

I know the Parish Council pay for these new bins which are well used by me & other dog owners they are so nice to look at & certainly stand out these bins are needed more now we have all the new housing developments both behind us in Cedar Road & now at the bottom

I am noticing whilst out with out with our dog there does seem to be more new residents with dogs

May I take this opportunity to say a very big thank you I asked last year for another Dog Bin at the top of our road Cedar with Ermin Park & was installed very quickly this bin is also well used

Kind Regards