

Minutes of the Council Meeting held on Wednesday, 13th March 2019

in the Ray Shill Room, Northway Community Hub, Northway, commencing at 7:00 p.m.

Present: Cllr S Ward (Chairman) Cllr Mrs P Godwin
Cllr Mrs E MacTiernan Cllr C Porter
Cllr G Shelton

In Attendance: Mr P McKenzie, Resident (until Min Ref: C/58/19 refers)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/50/19 Apologies for Absence

Apologies for absence had been received from Cllrs Phennah, Terry, Roberts and Bailey. County Cllr Smith had also sent his apologies.

C/51/19 Public Participation

- i. **Invitation for Members of the Public to Address the Council** – Cllr Ward PROPOSED that the meeting should adjourn to allow for any public participation.

FOR: UNANIMOUS

Mr McKenzie introduced himself and raised his concerns regarding speed of traffic travelling along The Park down to the junction with Northway Lane.

Cllr Ward explained to Mr McKenzie the results of the recent speed survey undertaken by the Parish Council. He confirmed that this had highlighted the fact that speed was an issue along this road and so it would be addressed by the Road Safety Committee.

Cllr Shelton added that the Council had considered purchasing a Vehicle Activated Sign (VAS). Cllr Ward said that the Council hoped to do more speed checks sporadically in the future. Mr McKenzie asked the Council to let him know if it wanted any help in undertaking future speed checks.

Cllr Godwin mentioned that more graffiti had appeared around the parish. The Royal Mail post box in Warren Road (graffiti on this had been removed by Cllr Ward). Also, a resident had complained that their fence posts had been sprayed with graffiti backing onto the spine footpath.

Cllr Ward reported incidents of graffiti by Colin Moore Motors and Magnolia Court (previously known as The Grange) also on other residential properties.

The Clerk confirmed that the Police were aware of the spate of graffiti vandalism and had been going door-to-door as well as working alongside the local schools to try and identify the 'tags'.

Cllr Porter mentioned that there had been a craze of punching and kicking down fence panels at the back of Sycamore Road. There were a number of panels with holes and dents.

Cllr Shelton mentioned that there had been a lot of vehicle vandalism in Tewkesbury town.

Cllr MacTiernan thanked Cllr Ward for all the hours he had spent removing graffiti around the parish.

Cllr Godwin mentioned that two sections of palisade fencing were missing (just past the Play Park) at Northway Playing Field. The Clerk confirmed that the Caretaker had informed the office of this also, and it was being addressed.

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C/51/19 **Public Participation** (continued)

- ii. **Reconvening of Meeting** – Cllr Ward PROPOSED re-convening of meeting.

FOR: UNANIMOUS

C/52/19 **Declarations of Interest**

Cllr Godwin declared an interest in any discussions relating to Youth Provision in Northway.

No further declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 11th July 2012 (Minute Ref C/159/12), including paragraph 12(2).

C/53/19 **Previous Minutes**

Member had been circulated a copy of the Full Council Meeting Minutes that took place on 13th February 2019. It was noted that the date on these minutes was incorrect (reading 9th January 2019).

Cllr Shelton PROPOSED that, following amendment of the date, the Minutes of the Full Council Meeting that took place on 13th February 2019 should be approved as a true and accurate record. Cllr Porter SECONDED.

FOR: UNANIMOUS

C/54/19 **Matters Arising from Previous Minutes/Clerks Report**

C/45/19 Emergency Plan – GRCC had confirmed that 3rd June 2019 would be acceptable for a Desktop Exercise (an Emergency Plan Meeting had also been scheduled for 3rd April to consider this further).

C/55/19 **Roads & Road Safety**

- i. **Issues of Concern** – None received.
- ii. **Speeding Concerns** – A letter had been received from a resident regarding the issue of speeding in Northway. It was noted that this letter had been sent by Mr McKenzie who had voiced his concerns earlier on in the meeting.
- iii. **Footpath Repairs** – Cllr Ward explained that he and the Clerk had recently met with Craig Freeman, Local Highways Manager. Mr Freeman had requested a list of footpath that the Council wanted to see repaired.

Members AGREED that the following footpaths should be sent (in order of priority)

- 1) Warren Road
- 2) The Spine
- 3) Carrant Brook
- 4) Ash Road

- iv. **Maintenance Gangs** – Members considered works that should be forwarded to Gloucestershire County Council for inclusion on its Maintenance Gangs list.

Cllr Godwin mentioned that weeds in guttering along Oak Drive needed addressing.

Members were encouraged to contact the Clerk if any other issues came to mind.

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C/55/19 Roads & Road Safety (continued)

- v. **Road Closures** – Members received details of a road closure due to take place on April 1st – 9th at the Shannon Way/Ashchurch Road junction.

The Clerk read an email from Cllr Bailey which mentioned that a car travelling along Grange Road had needed to swerve to avoid a resident of Magnolia House Care Home who had been crossing the road. Members were reminded that Cllr Ward had met with Chris Riley (previous Local Highways Manager) about the possibility of a dropped kerb outside Magnolia House but it was considered too close to a bend.

C/56/19 Borough Councillor Report

Cllr Godwin reported that the Roses Theatre funds from the Art Council England had ended, raising concerns for the Art Centre in Tewkesbury.

Tewkesbury's twice weekly market was to move from Spring Garden car park to Oldbury Road car park – hopefully in May.

Tewkesbury Borough Council's council tax was still one of the lowest in the Country.

Tewkesbury Borough Council had prosecuted a landlord for the poor state of a rented house – hopefully sending out a message to other landlords.

Cllr MacTiernan passed on some interesting advice that had been featured in the Borough Council's Garden Waste Club newsletter.

C/57/19 County Councillor Report

County Cllr Smith had sent his apologies but had asked the Clerk to mention that a meeting was being arranged between the Leader of Worcestershire County Council (WCC), Head of Highways at WCC, the Chief Building Engineer at WCC, Head of Planning at WCC and Gloucestershire County Council. Vernon mentioned that the Chairmen of Bredon Parish Council and Northway Parish Council would also be invited to attend to discuss the proposed (concept) houses and bridge.

Worcestershire County Council had, supposedly, been unable to get information from Jonathan Dibble (Tewkesbury Borough Council) regarding the scheme – which is on the border with Worcestershire County Council and one of the outlet roads was in Worcestershire. Vernon had pointed out that they wanted to have a positive discussion, the results of which would then be translated to Tewkesbury Borough Council. No date had been scheduled yet but it would probably be held during April.

It was mentioned that Northway Parish Council staff had struggled over the last year or so in getting responses to queries made with Tewkesbury Borough Council (although Lesa West had often assisted). Cllr MacTiernan said that she would raise this at an upcoming meeting that she had scheduled with the Chief Executive the following week.

Cllr Shelton highlighted a section in County Cllr Smith's newsletter which mentioned a report from Midlands Connect which would be considered (along with the A46 prospectus) by the Ministry for Transport.

C/58/19 Elections

- i. **Advertising of Elections** – It was noted that the Council had been advertising the forthcoming elections in the latest issue of Northway Voice, on the notice boards and on its social media accounts.

The Clerk read an article from SLCC's The Clerk magazine which listed ways of encouraging candidacy. It was AGREED that this should be put on the Council's Facebook page.

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C/58/19 Elections (Continued)

7:43pm – Mr McKenzie left the meeting.

- ii. **'PURDAH' Timetables** – Members received a copy of the Timetables for 2nd May 2019 and a document from GAPTC regarding 'PURDAH'.

C/59/19 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 27th February 2019.

C/60/19 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 27th February 2019.

C/61/19 Council Accounts

Members received the schedule of bills paid and cheques for payment totalling £11,365.62.

Cllr Shelton PROPOSED that the accounts for payment be approved. Cllr Porter SECONDED.

FOR: UNANIMOUS

C/62/19 Voluntary Work in the Parish

It was AGREED that the Council should publicise plans to hold a litter picking event (meeting scheduled on 3rd April 2019 to finalise details).

It was also suggested that Bromford Housing might be willing to donate funding towards the event.

C/63/19 Youth Provision in Northway

- i. **Donation** – The Clerk announced that Mr Pardale, local shop owner, had transferred the last remaining funds from the old 'Northway Action Group (NAG)' account (amounting to £354.77) to the Council's bank account. He had specified that he would like this money to be used towards something for the youth of Northway.

It was suggested that the money could be used towards a wooden play trail along the spine footpath – although it would probably cost more than £354.77 to provide this. Another suggestion was that the money could go towards activities or refreshments at the proposed litter picking event.

Cllr Ward PROPOSED that the Council should ask Mr Pardale if he would be happy for the money to go towards the litter picking event, if not, it should be used to fund a Play Ranger session in Northway.

FOR: UNANIMOUS

- ii. **Views of the Parish** – The Clerk reminded Members that the Council had agreed to ask Northway residents for their views on future proofing youth provision in the parish. It was considered what questions should be asked.

It was AGREED that questionnaires should be included in the next issue of Northway Voice asking residents the following –

- 'Do you have children?'
- 'If yes, how many children do you have?'
- 'What are the ages of your children?'
- 'Do your children attend any youth groups/activities (i.e. Boys Brigade, Brownies, Youth Club)?'
- 'Do you think that youth in Northway have sufficient activities to keep them out of trouble?'
- 'Do you have any other suggestions or concerns?'

Cllr MacTiernan said that she was also happy to work with the Clerk on developing a questionnaire aimed at the youth which could be sent to the local schools and youth club (with return boxes in the Village Hall and Community Hub).

Feedback from these questionnaires could be collated and reviewed in September.

It was also suggested that the Council's Facebook page could be used to ask residents whether they knew what their children were doing and whether it was felt that the Parish Council could do more for the young people of Northway.

- iii. **Youth Provision** – Although Cllr Godwin had declared an interest the Chairman invited her to remain in the meeting as she may be helpful. The Clerk agreed that it was unlikely there would be anything discussed that was no in the public domain. If a confidential matter arose then the Chairman could move the session into Exclusion.

The Clerk explained that she and Cllr Ward had been invited to meet with Ben Evans, Managing Director, (CMAS) – and he had also met with the trustees of Northway Youth Club separately – to discuss the future of the Youth Club.

Following this, Ben Evans had written to the Council asking that it considered setting up a 'Youth Steering Group', in partnership with Northway Youth Club Trustees. The purpose of this new Committee would be to commission youth work in the local area using funds from all/some of the below: the Youth Club Trustees, the Parish Council, the District Council, neighbouring parishes and towns, grant funding received. He hoped that this would help sustain and enlarge the youth work – which in Northway was incredibly popular and in demand.

It was felt that, for this suggestion to work, the Youth Club would need to put all of its interest in the pot of funds (currently only part of the interest received from the money in the Youth Club bank account was used towards ongoing youth work). Also, the likelihood of getting grant funding towards youth provision in Northway would be slim due to the fact that the Youth Club had more funds than any other in the county.

The Clerk mentioned that County Cllr Smith had said that he had offered the services of Gloucestershire County Council's solicitors to look at the constitution relating to the Youth Club and its money but the trustees had refused.

Cllr MacTiernan asked Cllr Godwin whether the Trustees had investigated other providers but Cllr Godwin said that there were none out there. The Clerk tabled information about 'Contracts Finder' which listed providers of youth services. Bishops Cleeve had recently put an advert for youth work providers onto this site, this puts the onus on the youth provider to contact the enquirer.

A copy of the constitution was tabled and Members looked through it. It was noted that a new constitution, drawn up by the old Youth Club Management Committee, had not been accepted by the Charity Commission.

The Clerk also mentioned that Dan Tipp, who was covering things at CMAS whilst Ben Evans was away for a couple of months, had offered to meet with some Members of the Council and Youth Club Trustees, which Members thought might be beneficial.

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C/63/19 Youth Provision in Northway (Continued)

Cllr Ward PROPOSED that the Council should approach the Youth Club Trustees and ask whether they would be open to a meeting with the Council, in addition it should query why the new constitution was not accepted by the Charity Commission and whether they would be willing to work with the Parish Council when it came to youth provision.

FOR: UNANIMOUS

Cllr MacTiernan said that she was reluctant to see the Parish Council take on more but it was important that it should try its best to ensure that what was needed was being provided for in Northway.

C/64/19 Northway Community Hub

- a) **Community Hire** – Members considered a request for use of the building for CAP (Christians Against Poverty). Cllr Ward PROPOSED that this should be permitted, in principle, subject to dates and times.

FOR: UNANIMOUS

C/65/19 Groundworkers Meetings

Cllr Terry was not present to give a report on her attendance (or non-attendance) at the latest Groundworkers Meeting.

C/66/19 Correspondence for Action

- i. **Sustainable Community Buildings Roadshow** – Details of an event taking place at Elmley Castle Village Hall on 30th March 2019. No Members wished to attend.
- ii. **Gloucestershire Association of Parish and Town Councils (GAPTC)** – The Clerk tabled details of upcoming courses. It was AGREED that the Clerk should let GAPTC know that there would shortly be a projector installed at Northway Community Hub, which might make it a more usable venue for any upcoming training courses.

The Clerk also tabled information about GAPTC's Buddying Scheme.

C/67/19 Correspondence for Information

- i. **Severn Trent** – Information relating to works being carried out in the area.
- ii. **National Association of Local Councils (NALC)** – Chief Executive Bulletins
- iii. **County Councillor** - In Touch Newsletter: Spring 2019.
- iv. **Neighbourhood Watch** – Newsletter: February 2019.
- v. **Society of Local Council Clerks (SLCC)** – Newsletter including information relating to new regulations (which meant that Council websites and apps would need to meet certain standards).
- vi. **Clerks & Councils Direct** – March 2019: Issue 122

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C/67/19 **Correspondence for Information** (Continued)

vii. **Gloucestershire County Council:**

- a) **Councils Connected** - Newsletter.
- b) **Chartered Parish and Town Council Meeting** – Agenda.

C/68/19 **Correspondence Available in the Clerk's Office**

- i. **Ashchurch, Tewkesbury and District Rail Promotion Group (ATDRPG)** – Newsletter.

C/69/19 **Correspondence received after 7th March 2019**

- i. **Society of Local Council Clerks (SLCC)**
 - a) **News Bulletin** – 8th March 2019.
 - b) **The Joys and Pitfalls of Community Engagement** – Details of interactive workshop.
 - c) **The Clerk** – Magazine.
- ii. **National Association of Local Councils (NALC)** – Chief Executive's Bulletin – 8th March 2019.

As there was no other business the meeting concluded at 9:16 p.m.