

FULL COUNCIL AGENDA



To: Cllr M Barnes (Chairman) Cllr J Roberts (Vice Chairman)
Cllr J Beadle Cllr G Fancourt
Cllr P Godwin Cllr R Godwin
Cllr P Mackenzie Cllr E MacTiernan
Cllr K Poole Cllr G Shelton
Cllr S Terry

c.c. County Cllr Vernon Smith
Will Luker, (Gloucestershire Live)

Date: 5th September 2024

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 11th September 2024**, commencing at 7.00 pm in the Ray Shill Room, Northway Community Hub, to include a period of public participation.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of its functions; Equal Opportunity (age, race, gender, sexual orientation, faith, marital status and any disability), Crime & Disorder (Section 17), Health & Safety and Human Rights

Consideration should be given to the impact of Council decisions on climate change and, in line with its policy, Members should do what they can to reduce the Councils carbon footprint, where reasonably possible.

In line with the Council's biodiversity policy, consideration will be given to sustainability, environmental impact and biodiversity when making decisions.

Members are also reminded that **photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is now permitted under the Openness of Local Government Bodies Regulations 2014.**

The records of these meetings will be available online or by written request to the Clerk.

C M Woodward

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Clerk of the Council

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WEDNESDAY, 11th SEPTEMBER 2024 at 7.00 P.M.

1. **Apologies for absence:** To receive and accept / note apologies for absence.
2. **Public Participation (10 minutes max)** – As part of the Council's ongoing community engagement members of the public are invited to contribute during this part of the meeting.

Members of the public can speak for up to three minutes on parish matters. These matters can only be debated by Members later in the meeting if there is an agenda item, if not they may be carried forward for a response at a later date or inclusion on a later agenda.

3. **Declarations of Interest:** Following adoption of the Northway Parish Council Code of Conduct on 12th April 2023, Members are invited to declare any interest they may have in the business set on the Agenda to which the approved Code of Practice applies. Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office.

**** Registers of Interests are now live on the web site and Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests***

4. **Co-option** – To receive application for co-option to the Council ([copy circulated to Members](#)). To consider and determine.

5. **Minutes of Previous Council Meetings**

- **Council Meeting that took place on 10th July 2024:** For approval and signature. ([Copy circulated to Members](#)).
- **Extraordinary Council Meeting that took place on 14th August 2024:** For approval and signature

6. **Matters Arising from Council Minutes/Clerks Report:**

C/175/24 Civility & Respect Pledge – Northway Parish Council has now formally signed up to this Pledge.

C/178/24 Correspondence for Action – Cllr Barnes has now attended the 'In the Hot Seat' Chairmanship course run by GAPTIC.

7. **Roads & Road Safety: Issues of Concern:**

- a) **To discuss any issues of concern that require attention** before the next Road Safety Committee Meeting or that are not the responsibility of the Stakeholder Manager and associated correspondence. To determine action.
- b) **Speeding** – To receive ongoing concerns regarding speeding around Northway and consider anything that might improve the situation. To determine.
- c) **Northway Lane M5 overbridge** – To consider lobbying relevant bodies to make changes to the railings on this bridge following a spate of suicide attempts this year. To determine action.
- d) **Speed Camera and Vehicle Activation Sign** – To receive updates.
- e) **Northway Lane (railway) roundabout** – To receive correspondence from a resident relating to this roundabout and consider if the Parish Council can assist. To determine.
- f) **Road Safety Committee** - A Road Safety Committee meeting is scheduled for 25th September 2024.

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8. **County Councillors Report:** To receive report from County Cllr Vernon Smith.
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 17th July (forwarded to Members with the August Planning Agenda) and 14th August 2024. (Copy circulated to Members)
10. **General Purposes Committee:**
 - a) **Minutes** – To receive the Minutes of the General Purposes Committee Meeting held on 17th July 2024. (Copy circulated to Members).
 - b) **Skate Park / Funding:**
 - a) The Clerk signed and returned the Deed of Dedication on the 3rd September 2024. To approve.
 - b) To receive any other updates relating to the Skate Park. To determine any necessary action.
11. **Finance Committee:**
 - a) **Minutes** - To receive the Minutes of the Finance Committee Meeting held on 24th July 2024. (Copy circulated to Members).
 - b) **Chain of Office** - To receive request from the Finance Committee for the purchase of four new links for the Chain of Office (Min Ref FIN/53/24 refers) and to consider what to do with the ones that would be removed (i.e. display in a case?). To approve.
 - c) **Bleed Kit and Cabinet** - To receive request from the Finance Committee for the purchase of a Bleed Kit and cabinet to be located at Northway Playing Field next to the existing defibrillator. To determine.
12. **Budget Setting** – To consider approval for access to Budgeting Assistance from DCK Accounting Solutions if required. To determine.
13. **Borough Councillor's Report:** To receive a report from Borough Cllr Godwin
14. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 11th September 2024 (Covering August and September).
15. **Tewkesbury Garden Communities –**
 - a) **Update** - To receive update from Cllr Barnes following further meetings with the Tewkesbury Garden Communities Team.
 - b) **Informal Meeting** - To receive the Notes from the Informal Meeting with Marrons (representing North Ashchurch Consortium) that took place on 17th July 2024.
 - c) **Garden Communities Charter** – To receive an update relating to the signing of this Charter.
16. **Standing Orders / Financial Regulations Working Party:**
 - a) **Notes of Meeting** - To receive the Notes from the meeting that took place on 31st July 2024.
 - b) **Adoption of Financial Regulations** - To receive recommendation from the Standing Order / Financial Regulations Working Party that the Council adopt the new Financial Regulations with recommended amendments. To determine.

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17. **Youth Work**
- a) To receive updates relating to Play Rangers and Play Gloucestershire youth activities over the summer holidays. To receive report if available.
 - b) To receive an email relating to the Boxing Clever programme.
18. **Northway Community Hub:**
- a) **Age UK** is stopping its drop in held weekly on a Thursday morning due to staff shortages. To consider forwarding a letter of thanks for the help provided to date. To determine.
 - b) **Bench for the Hub grounds.** The new bench has been delivered with a plaque in memory of Brian Trenfield (it is to be installed shortly). To consider whether Brian's family should be invited to view the bench. To determine.
 - c) **C W Hygiene Services Ltd** – To approve the renewal for the 12-month rental of 2 Hygiene units with 12 x collections for £230.00 for the year.
19. **Crime & Disorder:**
- a) To receive Crime Figures (if available).
 - b) To receive any information relating to crime and disorder in the parish (to discuss under confidential cover if necessary).
20. **Christmas** – To consider matters relating to Christmas and determine necessary actions i.e., Christmas Community Event (it has already been agreed that the event will take place on Saturday 30th November with Cllrs Roberts and Shelton and Steve Ward co-ordinating), Social, Sleigh and collections. To determine
21. **Remembrance Sunday** – To consider donating to RBL for a wreath to be laid at the Ashchurch Memorial, to determine donation and confirm whether Chairman / Vice Chairman are available lay the wreath (including collection of the Brownies wreath as usual). To determine.
22. **Warm Space** – In the event that there will be funds available for a Warm Space this winter it was agreed that the Council should run a Warm Space again (Min Ref C/94/24 refers). It was further AGREED that the format of the sessions should be considered in more detail closer to the time. To determine the best way to do this i.e. Working Party.
23. **Correspondence for Action:**
- a) **Gloucestershire Association of Parish & Town Councils:**
 - i. **Courses** - To determine attendance on any relevant courses including an online Councillor Networking Session on the topic of 'Parish Councils, Village Halls and Governance'.
 - ii. **Bespoke Training** - In-Council Bespoke Training on the Code of Conduct, including the national Civility & Respect agenda to enhance understanding of standards in public life. To consider whether the Council wish to accept this offer at a charge of £300 for the first eight delegates and £30 per delegate thereafter. To determine.
 - b) **Digital & Technology Navigator (GRCC)** – A representative was due to attend this meeting to introduce themselves but this has now been deferred to a later date.
 - c) **Gloucestershire County Council** – Local Development Guide Consultation (Have Your Say). To consider whether the Council wishes to respond to this consultation or whether Members wish to

respond personally (Details were forwarded to Councillors by email).

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23. **Correspondence for Action:** (Continued)

- d) **Tewkesbury Town Council** – Handover of Tewkesbury Town Crier's Bell. To receive invitation and consider attendance. To determine.
- e) **Gloucestershire Rural Community Council (GRCC)** – Free Information Session on the 14th October at Norton Village Hall 'Introduction to Community Consultation'.

24. **Lease / Licence Working Party:**

- a) To receive the notes of the Meeting of the Lease / Licence Working Party that took place on 31st July 2024.
- b) To receive the Notes of the Meeting of the Lease / Licence Working Party that took place on 21st August. 2024.
- c) To receive recommendation from the Lease / Licence Working Party that the Licence to Occupy should be offered for a second year on the same terms. The Food Pantry have requested that this is deferred to October meeting to allow for some legal assistance.

25. **Northway Village Hall:**

- a) **Energy Efficiency Grant** - To receive confirmation that the Parish Council has been successful in its grant application to Tewkesbury Borough Council's UK Share Prosperity/Rural England Prosperity Fund – Energy Efficiency for Community Buildings so arrangements are currently underway for the new doors and windows to be fitted.
- b) **Hiring of Hall** - Following agreement to not renew the lease of the Village Hall to the Trustees of Northway Youth Club (Min Ref C/186/24 refers) to receive and approve a draft copy of the terms and conditions for hiring the Village Hall. [\(Copy circulated to Members\)](#).
- c) **Requests to Hire Hall** – To receive requests to date, for the hire of the hall which have been provisionally approved. To ratify.
- d) To determine / agree any actions necessary relating to Northway Village Hall following the end of the lease to Northway Youth Club Trustees, including receiving recommendations from the Lease / Licence Working Party.

Exclusion of the Public and Press under the Public Bodies (Admissions to Meetings Act) 1960 s.1 ss.2 Viz: -

That in view of the special / confidential nature of the business that is not yet in the public domain, i.e legal and contractual details relating to the cessation of the lease to Northway Youth Club Trustees. This will include receiving various recommendations from the Lease / Licence Working Party including the future funding of Boxing Clever, it is advisable in the public interest that the public and press are temporarily excluded, and they are instructed to withdraw.

Exclusion Items – COUNCILLORS ONLY.

26. **Correspondence for Information:**

- a) **Victim Support** – Details of how someone can be supported after a crime.
- b) **Tewkesbury Borough Council:**
 - i. Details of White Good Grants (scheme for people on means tested benefits).

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26. **Correspondence for Information (Continued)**
- ii. **Press Releases**
 - 'Council helps to optimise infrastructure delivery withing Garden Communities'
 - 'Tewkesbury Borough Council votes to become North Gloucestershire Borough Council'.
 - c) **Gloucestershire Mentoring Programme** – Details of their new website and newsletter.
 - d) **GAPTC** – AGM 2024 with Report.
 - e) **Lithium-ion battery Campaign** – Updates for July and August.
27. **Correspondence Available in the Clerk's Office:**
- a) **Tewkesbury Know Your Patch** – Newsletter July 2024. `
28. **Correspondence received after 5th September 2024**

The next meeting of the Full Council will be Wednesday, 9th October 2024