

FULL COUNCIL AGENDA



To: Cllr J Roberts (Chairman) Cllr E Phennah (Vice-Chairman)
Cllr M Barnes Cllr J Beadle
Cllr C Blackmore Cllr G Fancourt
Cllr P Godwin Cllr P Mackenzie
Cllr E MacTiernan Cllr G Shelton
Cllr S Terry Cllr E Wilson

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

Date: 5th October 2023

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 11th October 2023**, commencing at 7.00 p.m. 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.

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.

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Clerk of the Council

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WEDNESDAY, 11th OCTOBER 2023 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 it may be carried forward for a response at a later date or inclusion on a later agenda.

3. **Declarations of Interest:** Following adoption by the Council on 12th April 2023, of the Northway Parish Council Code of Conduct, 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. **Minutes of Previous Council Meetings**

- **Council Meeting dated 13th September 2023:** For approval and signature. ([Copy circulated to Members](#)).
- **Extraordinary Council Meeting dated 4th October 2023:** For approval and signature (Copy to be tabled if not attached).

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

C/198/23 Roads & Road Safety – A letter was forwarded to County Councillor Smith regarding the delays for receipt of the camera and the VAS Poles.

C/211/23 Review of Legionella Report - CDI Facilities have been contracted to undertake reviews for Legionella checks at all Council premises.

6. **Roads & Road Safety:**

- a) **Issues of Concern** – 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) **Camera and VAS Poles** To receive updates. To determine any action.
- c) **Details of Road Closures and works:**
 - i. Temporary Closure of U48009 Grange Road from 10.00 pm on 14th October until 8:00 am on 15th October for Network Rail Level Crossing Maintenance works.
 - ii. Maintenance work on the M5 from 8:00 pm until 6:00 am Monday to Friday from 2nd October to 24th November for the cleansing and renewal of drains.

7. **County Councillor Report:** ([Copy circulated to Members](#)).

8. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 20th September 2023. ([Copy circulated to Members](#))

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9. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 20th September 2023. (Circulated to Members).
10. **GP Projects Working Party:** To receive any updates relating to the Skate Park including the Funding applications made to the National Lottery and Enover. To consider any further action, if necessary.
11. **Staffing Committee:** To receive the Minutes of the Staffing Committee Meeting held on 4th October 2023. (Copies to be tabled if not attached).
12. **Borough Councillor's Report:** To receive a report from Borough Cllr Godwin.
13. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 11th October 2023.
14. **Annual Governance & Accountability Return (AGAR):** To receive the completed limited assurance review (External Audit) for the year ended 31 March 2023. To determine any action.
15. **Food Pantry:** To receive any available updates relating to the Food Pantry, the building, installation and the Licence. To consider any necessary action.
16. **Coronation Trail Artwork** – To receive an update from Cllr Terry regarding the Sam Morris / School artwork. To consider and determine any necessary action.
17. **Remembrance Sunday** – To receive a formal invitation from St Nicholas Church for the Remembrance Sunday service and wreath laying. (Cllr Terry is laying the wreath on behalf of the Council (Min Ref C/212/23 refers)) to consider whether any other councillors plan to attend. To determine.
18. **Caring for Communities and People (CCP)** – Following a meeting with James Baker, Community Engager/Community Involvement Officer to discuss what CCP may be able to offer at Northway Community Hub in the form of social groups. To consider and determine action.
19. **Christmas:**
 - a) **Sleigh** - Boys Brigade have been informed that the Council wish to use the sleigh for 2/3 nights in Northway and they are awaiting to hear date choices. (Min Ref C/210/23 refers).
 - b) **Christmas Social** – It was agreed under Min Ref C/210/23 to use the same format as last year for this event. The Caretaker will be unavailable to assist during the day and evening, to consider who will be responsible for the event i.e. set up, clean up etc. To determine.
20. **Youth Work:**
 - a) To receive any updates available relating to Play Rangers and receive details of the Council's success in its application to the County Council Build Back Better Fund via County Councillor Smith. (Some dates are secured for 2023 and 2024).
 - b) To receive a further communication relating to the Boxing Club.
21. **Warm Welcome** –
 - a) To receive details that Tewkesbury Borough Council has launched its Warm Space Community Fund for 2023/24 for one off grants of up to £1,000 to support the running of a venue as a warm space.
 - b) To further consider the possibility of hosting a Warm Welcome / Warm Space this winter (Min Ref C/214/23 refers). To consider and determine any necessary actions.

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22. **Crime & Disorder:**

- a) To receive Crime Figures (if available).
- b) To receive any information relating to crime and disorder (to discuss under confidential cover if necessary).

23. **Tewkesbury Garden Town:**

- a) A Progress Update was held at Tewkesbury Borough Council on 13th September 2023. To receive report from Cllr Phennah who attended on behalf of the Council.
- b) Following the meeting held on 27th September with Cllr Stanley and Brendon Walsh to review outcome of meeting and whether it was beneficial.
- c) An invitation to register an interest in being included on a tour of other garden towns (Didcot and Bicester) has been received as well as whether the Parish Council wish to be represented on the Parish Liaison Group. To consider and determine response.

24. **Correspondence for Action:**

- a) **Tewkesbury Borough Council:**
 - i. **Review of Polling Districts and Polling Places 2023** – To consider responding. (Forwarded to Members by email)
 - ii. **Commercial Waste** – Tewkesbury Borough Council is giving three months' notice that it is closing its commercial waste service. To receive any available quotations and consider action.
- b) **Tewkesbury Christmas Lights Committee** – To receive invitation for the Chairman to join the Christmas Lights event on Sunday 19th November. To determine.
- c) **Councillor Advocacy Scheme** – To consider whether the Council wish to nominate a representative to become a councillor advocate who will be the representative for the area strengthening relationships between the neighbourhood police team and local councils. To determine.
- d) **Gloucestershire Association of Parish & Town Councils (GAPTC):** To consider attendance at any training events. To determine.

25. **Northway Community Hub – Rest Centre Draft Plan**

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, it is advisable in the public interest that the public and press are temporarily excluded, and they are instructed to withdraw whilst the draft plan is received and amended / approved. [\(Copy circulated to Members\)](#)

Exclusion Items – COUNCILLORS ONLY

26. **Correspondence for Information:**

- a) **National Association of Local Councils:**
 - i. Chief Executive's Bulletin 14.09.23, 21.09.23, 28.09.23, 05.10.23

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26. **Correspondence for Information** (Continued)
- b) **Electrical Safety First** – Details of UK Charity that provides grants to keep people safe in their home.
 - c) **Information by Design** – This organisation has been appointed by the Office of the Police and Crime Commissioner (OPCC) to conduct a survey regarding perceptions of crime. Forwarded to Members and advertised on social media.
 - d) **Tewkesbury Borough Council:**
 - i. **Press Releases:-**
 - ‘New Approach to Garden Town Delivery Progressing well’.
 - ‘Enhancing Tewkesbury Town Centre: Join the Conversation’.
 - ‘Council reviews housing position following appeal Decision’
 - ii. **Elections** – Tewkesbury Borough Council has booked the Community Hub on Thursday 2nd May 2024 for the Police and Crime Commissioner Elections.
 - e) **Age UK Gloucestershire** – To receive an updated Tewkesbury Information document. (Forwarded to Members by email)
27. **Correspondence received after 5th October 2023**

The next meeting of the Full Council will be Wednesday, 9th November 2023