

# FULL COUNCIL AGENDA



To: Cllr J Roberts (Chairman) Cllr M Barnes  
Cllr J Beadle Cllr G Fancourt  
Cllr P 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: 6<sup>th</sup> June 2024

## NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 12<sup>th</sup> June 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.

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Clerk of the Council

## COUNCIL AGENDA

WEDNESDAY, 12<sup>th</sup> JUNE 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 12<sup>th</sup> 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. **Minutes of Previous Council Meeting:**

**Minutes of the Annual Meeting that took place on 8<sup>th</sup> May 2024:** For approval and signature. (Copy circulated to Members)

**Minutes of the Council Meeting that took place on 8<sup>th</sup> May 2024:** For approval and signature (Copy circulated to Members).

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

**C/100/24** - Tewkesbury Borough Council - Tewkesbury Borough News '60 seconds in .....'. An article compiled by Cllr MacTiernan has been forwarded for publication.

**C/71/24 Christmas** – Confirmation has been received from the Boys Brigade for use of the sleigh on 29<sup>th</sup> November 2024, Father Christmas also confirmed he would be available for the event.

**P/34/24 Parish & Town Council Seminar** – This has been deferred during to being in a Pre Election Period (PEP) – It will most likely take place in September.

**C/119/24 Roads & Road Safety** – Following details relating to a faulty VAS battery, there was an agreement to ask for replacements, Cllr Mackenzie has found that they required 24 hours for recharging although they appeared to recharge quicker and so they are now being trialled to ensure they are working correctly before reporting any faults

**C/126/24 Insurance** – The Clerk has notified Zurich that it wishes to enter into a three agreement with them and let the other companies know that they have not been successful.

**C/127/24 Tewkesbury Garden Communities** – Agreement to sign the Charter has been forwarded but a date for signing has been deferred due to the PEP.

**C/128/24 Northway Pantry** - A sign has been put on the pantry door advising that no smoking is allowed in that area during pantry opening hours.

**C/130/24 Fundraising** – A letter of congratulations has been forwarded to Oscar Brown at Carrant Brook School congratulating him on his fundraising success.

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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) **20splenty.org** – To receive an invitation to a Zoom meeting explaining the benefits of 20's Plenty.
  - c) **Resident complaint** - To receive email from resident regarding traffic.
  - d) **Gloucestershire County Council** – details of temporary road closure in Grange Road.
7. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 18<sup>th</sup> May 2024. [\(Copy circulated to Members\)](#)
8. **General Purposes Committee:**
  - a) **Minutes** - To receive the Minutes of the General Purposes Committee Meeting held on 18<sup>th</sup> May 2024. [\(Copy circulated to Members\)](#).
  - b) **Skate Park Funding** - To receive a recommendation from the General Purposes Committee that the Council earmark an additional £50,000 towards the Skate Park Project (this will allow for Maverick to put a start date for Northway in their calendar) It is still hoped that the application to Enover will be successful as well as possible fund raising events. To determine.
  - c) **Bench for Northway Community Hub** – (Min Ref GP64.24 refers). Agreement for a bench was made (Min Ref C/128/24 refers) following which General Purposes Committee reviewed this and wanted to recommend that the new bench was a memorial bench in honour of Brian Trenfield who recently passed away whilst employed by the Council, if this is not suitable to consider other memorial options. To determine.
  - e) **GP Projects Working Party** – To receive the Notes from the GP Projects Working Party (To be tabled)
9. **Finance Committee:** To receive the Minutes of the Finance Committee Meeting held on 22<sup>nd</sup> May 2024.
10. **Lease / Licence Working Party:** To receive the Notes of the Lease / Licence Working Party meeting held on 5<sup>th</sup> June 2024. [\(Copy circulated to Members\)](#)
11. **Staffing Committee:** To receive the Minutes of the Staffing Committee Meeting held on 22<sup>nd</sup> May 2024. [\(Copy circulated to Members\)](#)

**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 about to be transacted i.e. relating to staff, contractual matters and wages, 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.
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 12<sup>th</sup> June 2024.

## COUNCIL AGENDA

WEDNESDAY, 12<sup>th</sup> JUNE 2024 at 7.00 P.M.

- 14 **Annual Governance and Accountability Return 2023/24 (AGAR)**
- a) **AGAR Submission** – The AGAR is due for submission by Monday 1<sup>st</sup> July 2024
  - b) **Annual Governance Statement** (Section 1) – To consider the Statements marking Yes/No/N/A. To receive recommendations from the Finance Committee for approval ([copy circulated to Members](#)).
  - c) **Accounting Statements** (Section 2) – To receive recommendations from Finance Committee to approve the Accounting Statements. To determine. ([copy circulated to Members](#))
  - d) **Accounts / Unaudited Financial Statements for the Year ended 31 March 2024** – To receive recommendation from Finance Committee to approve the Accounts and Financial Statements. The name of the Chairman is being changed to Cllr Barnes ([copy circulated to Members](#)). To determine
  - e) **Public Rights Notice** – 14<sup>th</sup> June to 25<sup>th</sup> July 2024.
  - f) **Annual Internal Audit Report 2023/24** – To receive the Report. ([Copy circulated to Members](#)).
  - g) **Internal Audit Report 2023-2024 – Final** – To receive the Report and consider any necessary actions. ([Copy circulated to Members](#))
  - h) **Further Items** – To consider any other matters relating to the End of Year requirements
15. **Tewkesbury Garden Communities**
- a) Meetings have been cancelled due to the 'Pre-Election Period' (PEP)
  - b) Signing of the Charter will be deferred until after the PEP.
16. **Tewkesbury Borough Council Capital Grant Scheme (Energy Efficiency for Community Buildings)** - To receive an update following the submission of an application for a grant to aid improvements to the efficiency of Northway Village Hall. To consider any actions.
17. **Northway Pantry** - To consider options to assist the Pantry in the event of inclement weather (if information is available). To determine action.
- 18 **Youth Work**
- a) **Play Rangers:-**
    - i) To receive an update following the latest visit of the Play Rangers to Northway on 30<sup>th</sup> May 2024.
    - ii) The Build Back Better grant has now been spent on the Play Rangers and a report regarding the success has been forwarded to Gloucestershire County Councillor.
  - b) **Young Gloucestershire (Holiday Activity Fund)** – An approach has been made regarding the use of the Village hall for a number of days over the summer holidays. The Trustees of Northway Youth Club have agreed to the dates at £20.00 at day. (Young Gloucestershire have agreed to pay this).

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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).
- c) To receive the Gloucestershire Constabulary Stakeholder Report (circulated to Members by email)
- d) To receive information about the 'Mini' Police visiting the Parish Office and Northway Pantry.
- e) Stroud and Tewkesbury Councillor Advocacy Scheme Meeting:
  - To receive the Minutes from the meeting that took place on 1<sup>st</sup> February 2024 along with the Local Insight England Custom Report for Tewkesbury Borough (forwarded to Members by email)
  - To receive an update from Cllr Fancourt following his attendance at the meeting that took place on 22<sup>nd</sup> May 2024

20 **Correspondence for Action:**

- a) **Gloucestershire Association of Parish & Town Councils** – To determine attendance on any relevant courses.
- b) **Safety of Lithium ion Batteries and e bikes and Scooters** – To receive request to support this campaign to get a Bill through Parliament to ensure greater safety in the use and disposal of lithium batteries. To determine. [\(Copy circulated to Members\)](#)

21. **Correspondence for Information:**

- a) **National Association of Local Councils (NALC)** - Chief Executive's Bulletin 16.05.24,& 30.05.24
- b) **Tewkesbury Borough Council:**
  - i. Press Releases
    - £160k grant funding available for Tewkesbury Borough rural businesses.
    - Unlicensed dog breeder prosecuted.
    - New Mayor for Tewkesbury Borough
    - Council to launch public consultation on name change
  - ii. Parish Matters – Newsletter (forwarded to Members by email)
  - iii. Details of the current consultation on a change of name from Tewkesbury Borough Council to Northway Gloucestershire Borough Council, with a request to advertise it.

22. **Correspondence Available in the Clerk's Office:**

- a) **Gloucestershire VCS Alliance** – News Bulletin – 15<sup>th</sup> May 2024.

23. **Correspondence received after 6<sup>th</sup> June 2024**

The next meeting of the Full Council will be Wednesday, 11<sup>th</sup> July 2024