

# FULL COUNCIL AGENDA



To: Cllr S Ward (Chairman) Cllr J Roberts (Vice Chairman)  
Cllr M Barnes Cllr C Blackmore  
Cllr P Godwin Cllr P Mackenzie  
Cllr E MacTiernan Cllr E Phennah  
Cllr G Shelton Cllr S Terry  
Cllr T Treacy

Date: 5<sup>th</sup> May 2021

## NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 12<sup>th</sup> May 2021**, commencing at approx. **7.20 p.m. (directly following the Annual Meeting)** to include a period of public participation directly after 'Apologies' have been received.

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

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> MAY 2021 at approx. 7.20 P.M.

1. **Apologies for absence:** To receive and accept / note apologies for absence.
2. **Public Participation:**
  - i. To approve adjournment of meeting to allow for any public participation (up to a maximum of 10 minutes in total, and a maximum of 3 minutes per person).

***Members of the public are welcome to attend meetings. Members of the public have no right to participate in the general proceedings of the Council, unless invited to do so by the Chairman. During the meeting members of the public will be muted.***

- ii. To approve re-convening of meeting.
3. **Declarations of Interest:** Following adoption by the Council on 11 July 2012, 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.

**In addition, 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**
  - **Minutes of the Meeting that took place on 14<sup>th</sup> April 2021:** For approval and signature ([copy circulated to Members](#)).
  - **Minutes of the Extraordinary Council Meeting that took place on 28<sup>th</sup> April 2021:** For approval and signature ([copy circulated to Members](#)).

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

***C/67/21 Parish Assembly*** – To receive thanks from two recipients of the Award Certificates.

***C/85/20 Roads & Road Safety*** – A letter of thanks was sent to the Local Highways Manager for attending a joint site meeting to review areas of concern in Northway.

***C/94/21 Defibrillator*** – Paediatric pads have now been ordered for all machines (delivery awaited).

***C/94/21 Defibrillator*** – Signage has been ordered for all machines in Northway. To receive any further feedback from SWAST.

***C/96/21 Coronavirus (COVID-19)*** – To receive confirmation that Cllr Roberts wrote to the local MP Laurence Robertson requesting he put a case to Parliament for the continuance of virtual meetings.

***C/96/21 Coronavirus (COVID-19)*** – A digital thermometer has been purchased for use at Council Meetings (Councillors/Public) as well as additional hand towel dispensers for the toilets.

6. **Roads & Road Safety:**
  - i. **Concerns** - 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.
  - ii. **Joan's Field Access** – To receive further information relating to the recommended safe access to Joan's Field and consider action.

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7. **County Councillor's Report:**
8. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 21<sup>st</sup> April 2021. [\(copy circulated to Members\)](#)
9. **General Purposes Committee:**
  - i. To receive the Minutes of the General Purposes Committee Meeting held on 21<sup>st</sup> April 2021. [\(copy circulated to Members\)](#).
  - ii. To receive the Notes from the GP Projects Working Party Meeting held on 26<sup>th</sup> April 2021 [\(copy circulated to Members\)](#).
    - a) To receive the recommendations of the General Purposes Committee that the Gym and Wheelchair Swing are prioritised (Min Ref GP.57.21 refers). To approve.
    - b) The survey results should initially be presented to the Working Party but due to the timescale and the need to submit the Section 106 application by the 17<sup>th</sup> May 2021 this needs to be received by Full Council. To consider any action necessary relating to the content and submission of the Section 106 application to Tewkesbury Borough Council. To determine.
10. **Carbon Neutral Working Party:**
  - i. To receive a copy of the Carbon Neutral Policy [\(copy circulated to Members\)](#)
  - ii. To consider including some wording on all future agendas reminding Members to consider the policy in their decision-making process. To determine.
  - iii. To receive information relating to a pollution survey in the area and consider whether any further action is necessary.
  - iv. To receive an update / receive quotes for getting the Village Hall and Changing Room inspected with a view to improving their carbon footprint. To determine any necessary action.
  - v. To consider whether the Council wish to take any further action in line with its Policy at this time. To determine.
11. **Finance Committee:** To receive the Minutes of the Finance Committee Meeting held on 28<sup>th</sup> April 2021 [\(copy circulated to Members\)](#).
12. **Borough Councillor's Report:**
13. **Insurance** – To receive the recommendation from Finance Committee (FIN/41/21 refers) that the Council renew with Zurich based on budget, best value and a good past experience. This would be for a period of three years at a cost of £3507.50 per year. To determine.
14. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 12<sup>th</sup> May 2021.
15. **Coronavirus (Covid-19):**
  - i. Recommendations are that, although virtual meetings are no longer permitted, Councils should consider reducing the frequency and length of meetings. To receive a sample copy of a Temporary Scheme of Delegation and consider whether this be useful to the Council in the short term. To determine action if any. [\(Copy circulated to Members\)](#).
  - ii. To receive a copy of the 'face to face' risk assessment (if available). To approve.

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15. **Coronavirus (Covid-19):** (Continued)
  - iii. To consider whether the Council wishes to continue to hold Working Party Meeting's via zoom (this is permitted as they are 'Decision Making' meetings). To determine.
  - iv. To consider any actions necessary for the benefit of the Council and Community in relation to the Community Hub during the current Coronavirus pandemic. To determine.
16. **Hire of Northway Community Hub** – To receive any updates available relating to the takeaway service and community café that expressed an interest in using the Hub. To determine any necessary action.
17. **Northway Playing Field** –To receive a request from a local Gym Instructor that he be allowed to use the Playing Field for a Boot camp. To consider the information received and determine.
18. **Defibrillator:**
  - i. To receive any further feedback from SWAST.
  - ii. Following delays in replacing a battery for the Playing Field Defibrillator, to receive offer of a free training session. To determine action.
19. **Local Schools**
  - i. **Community Venture:** Following contact from the Pre-school and Carrant Brook School (raised at the Parish Assembly) regarding 'giving back to the community', to receive the latest information regarding the possibility of bulb planting at the entrances to Northway or any other suitable community venture that could be undertaken by these groups later in the year. (Min Ref C/98/21 refers). To determine any necessary action.
  - ii. **Tewkesbury School** – The Headteacher has been informed that some Councillors would like to accept his invitation to look around the school (Min Ref C/98/21 refers). To receive any feedback.
20. **Tewkesbury Garden Town:**
  - i. To receive notes from the last meeting that took place on 10<sup>th</sup> March 2021. (These were emailed to Members).
  - ii. To receive an update following the meeting that took place on Wednesday 12<sup>th</sup> May 2021. To determine any necessary action.
21. **Crime & Disorder** – To receive details of crime and disorder in the parish (any confidential matters to be discussed under exclusion) and consider any actions.
22. **Correspondence for Action:**
  - i. **Gloucestershire Association of Parish & Town Councils (GAPTC):** To consider attendance on any suitable courses. To determine.
  - ii. **Regional Fraud Protect Advisor** – To consider an offer from this Advisor (raised under Received After at the last Council Meeting Min Ref C/105/21 refers) to give a presentation to Members and/or residents. Members requested a copy of the email and asked for it to be considered at the next meeting. To determine action
  - iii. **Tewkesbury Borough Council Settlement Audit.** The Clerk has completed this on behalf of the Council.

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23. **Correspondence for Information:**

i. **National Association of Local Councils (NALC):**

- a) Chief Executive's Bulletin – 16/04/21, 23/04/21, 30/04/21
- b) Online Events:-
  - 1. Reopening and reimagining your community buildings
  - 2. How to get young people involved in local councils
  - 3. The power of a local council and community business partnership.
- c) Policy Topic Notes Rural Broadband PC3-21 & Electronic Communications Infrastructure PC4-21
- d) Star Council Awards – call for nominations.

ii. **Clerks & Councils Direct magazine – May 2021 Issue 135.**

iii. **Gloucestershire Association of Parish & Town Councils (GAPTC):** Following payment of the subscription for 2021/2022 to receive a copy of the Service Level Agreement for the provision of services to Members Councils.

iv. **Tewkesbury Borough Council (TBC):**

- i. Statement of Persons Nominated for the Police and Crime Commissioner Election and the County Council Elections.
- ii. News Bulletin – Campaign unveiled to support safe reopening of Borough's High Streets
- iii. News Bulletin – New grant helps more businesses re-open safely.

24. **Gloucestershire & Worcestershire Parish Council Association:**

- i. To receive any updates, including responses from other Parish Councils and groups and the Terms of Reference (if available). To consider and approve

ii. **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. determining/approving actions that may relate to legal procedures and funding, it is advisable in the public interest that the public and press are temporarily excluded and they are instructed to withdraw.

iii. **Exclusion Items – COUNCILLORS ONLY.**

- iv. To consider / determine any further action necessary.

25. **Correspondence received after 5<sup>th</sup> May 2021:**

The next meeting of the Full Council will be Wednesday, 9<sup>th</sup> June 2021