

# 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

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

Date: 7<sup>th</sup> December 2023

## NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 13<sup>th</sup> December 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

## COUNCIL AGENDA

WEDNESDAY, 13<sup>th</sup> DECEMBER 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 12<sup>th</sup> 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. **Notice of Resignation as Councillor for Northway Parish Council** – Tewkesbury Borough Council have confirmed that no election has been called following the vacancy that has arisen as a result of the resignation of Edna Wilson so this could be advertised for co-option. The vacancy has now been advertised.
5. **Minutes of Previous Council Meeting that took place on 8<sup>th</sup> November 2023:** For approval and signature. ([Copy circulated to Members](#))
6. **Matters Arising from Council Minutes/Clerks Report:**  
  
*C/258/23 – Roads & Road Safety – The VAS should have been erected on 9<sup>th</sup> December 2023.*  
  
*C/271/23 – Caring for Communities and People (CCP) - The cooking course begins on 22<sup>nd</sup> January 2023.*
7. **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) **Minutes of the Road Safety Committee Meeting held on 29<sup>th</sup> November 2023.** To receive.
  - c) **Purchase of Ladder for VAS Installation** – To ratify the expenditure for the purchase of a ladder (necessary as part of the Council’s Risk Assessment) for Councillors use when installing the VAS at various locations.
8. **County Councillor Report:**
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 15<sup>th</sup> November 2023. ([Copy circulated to Members](#))
10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 15<sup>th</sup> November 2023. ([Circulated to Members](#)).

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11. **IT Working Party:**

- i. To receive the Notes from the IT Working Party held on 29<sup>th</sup> November 2023.
- 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 that is not yet in the public domain and may be of a contractual nature, 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 13<sup>th</sup> December 2023.

14. **Food Pantry:**

- a) To receive any updates relating to the Licence between the Parish Council and the Northway Food Pantry. To determine any further action.
- b) To agree to having a collection point within the Community Hub. To consider purchase of additional container. To determine.
- c) To consider any other matters relating to the Food Pantry and determine any necessary action.

15. **Coronation Trail Artwork** – To receive any feedback following the unveiling event on 27<sup>th</sup> November, including a request from Tewkesbury Direct for details for their next publication.

To further consider having postcards made of the artwork for each of the children who contributed. To receive details and determine any necessary action.

16. **Christmas Event** – To receive report on Christmas Events i.e. Community Hub and Sleigh. To determine any action.

17. **Tewkesbury Garden Communities:-**

- a) **Cratus Public Engagement Event** - To receive an update following the Public Engagement Event at Northway Community Hub on Sunday 10<sup>th</sup> December 2023 hosted by Cratus and Tewkesbury Borough Council.

*(To keep in mind whether any of the following matters being addressed should be excluded from Public or Press).*

- b) **Programme Oversight Board** – Cllr Barnes agreed to represent the Council on this Board (Min Ref P/67/23 refers). To ratify and receive any updates if available.
- c) Tewkesbury Garden Town Parish Liaison Group – To receive any updates if available.
- d) To receive any further information relating to the Garden Communities and consider any necessary action.
- e) To consider any issues raised at the Informal Meeting with Newland Homes and any actions arising.

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18. **Northway Community Hub** – To consider investigating a fixed noticeboard for in the building. To determine.
19. **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).
20. **Correspondence for Action:**
  - a) **DCK Accounting Solutions** – Year End Financial Report to 31<sup>st</sup> March 2024 – To approve booking for Closedown Service, Year End Financial Statement. To determine.
21. **Correspondence for Information:**
  - a) **National Association of Local Councils (NALC):-**
    - i. Chief Executive's bulletin 09/11/23/ 16/11/23, 23/11/23, 30/11/2023 07/12/2023
    - ii. Details of Events.
  - b) **Gloucestershire Association of Parish & Town Councils:**
    - i. December Newsletter (Circulated to Members by email).
    - ii. Notice regarding 2024 subscriptions.
    - iii. Area Profiles are available from the 2021 Census.
  - c) **Tewkesbury Borough Council:**
    - i. Reminder of procedures when a Councillor resigns.
    - ii. Powerpoint Presentation from the Town and Parish Council Briefing relating to the Interim Housing Position Statement.
  - d) **Cotswold Outlet** – Complaint from resident regarding removal of hedgerow.
  - e) **Severn Trent Core Funding** – Funding for groups that support the most vulnerable.
  - f) **Social of Local Council Clerks** – The Clerk magazine November 2023.
22. **Correspondence Available in the Clerk's Office**
  - a) **Tewkesbury Borough Council:**
    - i. Press Releases:
      - 'Over £65,000 funding available for community sports facilities in Bishop's Cleeve'
      - 'Tewkesbury Borough Council announces interim Housing Position Statement'
      - 'Funding available to businesses across Tewkesbury Borough through the Rural England Prosperity Fund'
      - 'Spa-Tax Taxis guilty of operating vehicles without a licence'
      - 'Garden Town's new governance structure receives stakeholder feedback'

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22. **Correspondence Available in the Clerk's Office** (Continued)
- 'Council's new heating system targets climate change'.
  - 'Injunction order prohibits Warren Fruit Farm Development'.
- ii. Tewkesbury Borough News.
- b) **Carer Aware** – Details of free Adult Carer Awareness e-learning course.
- c) **Holiday Activity Fund Programme** – Details of the programme running across Gloucestershire this winter.
23. **Correspondence received after 7<sup>th</sup> December 2023**

The next meeting of the Full Council will be Wednesday, 10<sup>th</sup> January 2024