

FULL COUNCIL AGENDA



To: Cllr J Roberts (Chairman) Cllr S Ward (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: 7th October 2021

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 13th October 2021**, commencing at 7.00 p.m. in the Main Hall, Northway Community Hub, 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

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, 13th OCTOBER 2021 at 7.00 P.M.

1. **Apologies for absence:** To receive and accept / note apologies for absence.
2. **Public Participation:**
 - a. 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.
 - b. 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 Council Meeting that took place on 8th September 2021:** For approval and signature ([copy circulated to Members](#)).
 - **Minutes of the Extraordinary Council Meeting that took place on 29th September 2021:** For approval and signature ([copy circulated to Members](#)).
5. **Matters Arising from Council Minutes/Clerks Report:**

C/227/21 Community Governance Review Working Party – To receive initial feedback from Tewkesbury Borough Council to Northway Parish Council's submission.

C/230/21 Northway Community Hub – To receive letter of thanks from Cllr Terry and the organisers of Seren's Wish for the free use of the Hall for the Macmillan Coffee Morning and the Seren's Wish event.

C/235/21 Town and Parish Council - To receive verbal report from Cllr Phennah who attended this event.

C/246/21 Exclusion Item – A meeting has been arranged with the Trustees of Northway Youth Club later in the month.
6. **Roads & Road Safety:** 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.
7. **County Councillor's Report:**
8. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 15th September 2021. ([Copy circulated to Members](#)).
9. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 15th September 2021. ([Copy circulated to Members](#)).

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10. **Staffing Committee:** To receive the Minutes of the Staffing Committee Meeting held on 29th September 2021. [\(Copy circulated to Members\)](#).
11. **Borough Councillor's Report:**
12. **External Audit** – To receive the completed limited assurance review of the Annual Governance and Accountability Return for the year ended 31st March 2021 and consider any comments contained therein including the timetable for next year.
13. **Gloucestershire Playing Fields Association:** To approve renewal of subscription at a cost of £100 per annum. To determine.
14. **School Bulb Planting** – To ratify donation of up to £50.00 to purchase bulbs for bulb planting school event in Northway (Minute Ref C/247/21 refers). (The bulbs have been purchased and a letter of thanks received from the Headteacher of Carrant Brook School).
15. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 13th October 2021.
16. **Carbon Neutral Working Party:**
 - a. To consider date for the next meeting now that a full 'Energy Efficiency' report has been received relating to the Village Hall and Changing Room.
 - b. To consider whether to apply for funding to help communities tackle climate change (needs to be submitted by 18th November 2021). To determine.
17. **Northway Community Hub:-**
 - a. **Energy Sessions** - To consider offering the use of the Hub to North & West Gloucestershire Citizens Advice for free energy sessions for residents.
 - b. **Community Events** – To receive proposal following a meeting with a potential hirer regarding using the building for community events, cooking classes etc. To consider how this might look / work and determine response to including pricing structure for use of Hub.
 - c. **Caring for Communities & Peoples (CCP)** – To receive confirmation that, once a suitable date is agreed, this organisation (formerly Greensquare) will resume their drop ins at the Hub.
18. **Grant Applications:-**
 - a. **Gloucestershire County Council - Build Back Better Councillor Scheme** – To ratify submission of grant application applying for £2,800 for the purchase of trees and professional services as part of the Queens Platinum Jubilee Green Canopy initiative.
 - b. **Gloucestershire County Council - Build Back Better Market Town Scheme** – To ratify submission of grant application applying for £1,000 towards the Community Christmas event.
19. **Northway Parish Council Christmas Events:-**
 - a. To approve budget for the evening Christmas Event at the Hub (following the Community Event on 4th December 2021) and to further consider whether any additional requirements / purchases / entertainment are necessary for either events. To determine
 - b. To consider and approve invitees.
 - c. To consider and approve catering arrangements.

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20. **Christmas Event, Northway Playing Field** – To receive request for approval for an outdoor event to take place using the car park at Northway Playing Field. To determine.
21. **Defibrillator Training** – To receive an update relating to defibrillator training and consider any necessary action at this time. To determine.
22. **Correspondence for Action:**
 - a. **Tewkesbury Borough Council:-**
 - i. **Shopfronts, Shutters and Signage. Supplementary Planning Document Consultation.** To consider making representation.
 - ii. **Heritage Engagement Officer** – To receive further information from this officer regarding the Guide to Tewkesbury Borough’s Local Heritage List including selection criteria ([copy circulated to members](#)). To consider any areas in Northway which might meet the criteria and consider nomination. To determine.
 - iii. **Statement of Community Involvement Review** – To receive details of this consultation and consider responding ([copy circulated to Members](#)).
 - b. **Gloucestershire Rural Community Council (GRCC)** – A request for completion of a survey relating to food security. To consider responding.
 - c. **Gloucestershire Association of Parish & Town Councils (GAPTC)** – To receive newsletter and details of any relevant courses. (Cllr Shelton recently attending Planning in Plain English and Cllr Terry attended a course in Finance). To determine.
 - d. **Gloucestershire Constabulary** – To consider / determine attendance at a Community Building workshop to be facilitated by the Local Neighbourhood Policing team on 18th November 2021.
23. **Crime & Disorder:** To receive any information relating to crime and disorder (to discuss under confidential cover if necessary).
24. **Correspondence for Information:**
 - a. **National Association of Local Councils** – Chief Executive’s Bulletin 10th & 17th September 2021 and 1st October 2021.
 - b. **Highways England** – Details of roadworks on M5 J9 to J12 safety barrier replacement.
25. **Correspondence Available in the Clerk’s Office:**
 - a. **Age Uk, Gloucestershire** – Details of the Gloucestershire Help Team and the services they provide.
 - b. **Barnwood Trust** – Executive Summary ‘Resourcing Resilient Gloucestershire’.
 - c. **Know Your Patch** – September newsletter.
 - d. **Tewkesbury Borough Council** – Press release ‘New ways to pay in Tewkesbury and Winchcombe car parks’.

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26. **Judicial Review relating to Ashchurch Bridge Over Rail (ABoR)**
- a. **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. matters relating to legal procedures and further funding, it is advisable in the public interest that the public and press are temporarily excluded and they are instructed to withdraw.
- b. **Exclusion Items – COUNCILLORS ONLY.**
27. **Correspondence received after 7th October 2021:**

The next meeting of the Full Council will be Wednesday, 10th November 2021