

FULL COUNCIL AGENDA



To: Cllr J Roberts (Chairman) Cllr E Phennah (Vice-Chairman)
Cllr M Barnes Cllr J Beadle
Cllr C Blackmore 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)
2 Residents

Date: 7th September 2023

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 13th September 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.

C M Woodward

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Clerk of the Council

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WEDNESDAY, 13th SEPTEMBER 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 12th July 2023:** For approval and signature. (Copy circulated to Members)
- **Extraordinary Council Meeting dated 14th August 2023:** For approval and signature (Copy circulated to Members)

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

C/179/34 Northway Community Hub – Payment of outstanding invoice dating back to last October has now been paid.

C/184/23 Crime & Disorder – The Police have been advised that the Council decided not to progress the Hub being used as a Safe Space.

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** – To receive updates. To determine any action.
- c) **Vehicle Activation Sign (VAS)** – To receive updates, if available, relating to installation of VAS posts. To receive quotations for installing VAS at various locations. To determine any necessary action.
- d) **Road Safety Meeting** – To consider date for next Road Safety Meeting. To determine
- d) **Roundabout (Northway Lane Station junction)** – To receive an update relating to agreed works to the roundabout that have not taken place and consider any further action.
- f) **Highway Representative** - To receive notice that one of the Local Area Highways Representatives is moving to another role.
- g) **Details of Road Closures**

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7. **County Councillor Report:** (Copy circulated to Members).
8. **Planning Committee:**

To receive the Minutes of the Planning Committee Meeting held on 19th July 2023. (Copy circulated to Members and approved on 14th August 2023)

To receive the Minutes of the Planning Committee Meeting held on 14th August 2023. (Copy circulated to Members).
9. **General Purposes Committee:**
 - a) To receive the Minutes of the General Purposes Committee Meeting held on 19th July 2023. (Circulated to Members).
 - b) The Northway Playing Field Gatekeeper will be unable to open and close the gates between 18th and 21st September 2023 to consider how to manage this and determine action.
10. **GP Projects Working Party:**
 - a) 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.
 - b) Following agreement for skateboarding lessons (Min Ref C/176/23 refers) to receive an update and consider whether to progress at this time. To determine
11. **Finance Committee Meeting:** To receive the Minutes of the Finance Committee Meeting held on 26th July 2023. (Copy circulated to Members).
12. **Budget Setting** – To consider approval for access to Budgeting Assistance from DCK Accounting Solutions if required. To determine.
13. **Borough Councillor's Report:** To receive a report from Borough Cllr Godwin.
14. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 13th September 2023.
15. **Emergency Plan** – To receive an update following a meeting with the Gloucestershire County Council Emergency Planning Officer. To determine any necessary action.
16. **Food Pantry:** To receive any available updates relating to the Food Pantry, the building and the Licence. To consider any necessary action. (The £5,000 grant from Tewkesbury Borough Council has now been received).
17. **Coronation Trail Artwork** – To receive an update from Cllr Terry regarding the Sam Morris / School artwork (the draft may be available). To consider and determine any necessary action.
18. **Christmas** – To consider matters relating to Christmas and determine necessary actions i.e., Christmas Community Event, Social, Sleigh, collections, use of bouncy castles in Hub.

It was agreed (Min Ref C/158/23) that the Community Event should take place on 2nd December 2023.
19. **Review of Legionella Report** – This review of the initial Risk Assessment was commissioned by the Finance Committee (Min ref FIN/60/23 refers) and has now been undertaken and a report provided. A decision on action may be required before the next Finance Committee Meeting. To determine any necessary action.

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20. **Remembrance Sunday** – To consider donating to RBL for a wreath to be laid at the Ashchurch Memorial, to determine donation and confirm whether Chairman / Vice Chairman are available lay the wreath (including the Brownies if they require usual arrangement that the Council obtain Guide wreath on their behalf). To determine.
21. **Youth Work:**
- a) To receive any updates available relating to Play Rangers and whether any funds are available from the County Council Build Back Better Fund. (Some dates are secured for 2023 and 2024).
 - b) To receive any details of the Holiday Activity Fund that took place at Northway Village Hall during the summer holidays.
 - c) To receive communications relating to the Boxing Club.
22. **Warm Welcome** – The government is launching a £76 million fund, which includes warm spaces. To consider whether the Council wishes to offer a similar scheme for the 2023-2024 period and if so, how this might look and whether grants should be applied for. To determine.
23. **Crime & Disorder:**
- a) PSCO Tracey Magovern has now moved on to another post and will no longer be the PSCO for Northway. (An email of thanks has been forwarded). To receive details of new PSCO for Northway.
 - b) To receive Crime Figures for July/August (forwarded by email) and current ones (if available).
 - c) To receive any information relating to crime and disorder (to discuss under confidential cover if necessary).
24. **Tewkesbury Garden Town:**
- a) Report on Gateway Review of the Tewkesbury Garden Town. ([Document forwarded to Members by email](#)).
 - b) An invitation to a Progress Update session on 13th September following the recently commissioned gateway review for the garden town programme. (Cllr Phennah is attending this meeting on behalf of the Council).
 - c) A date for a meeting with Cllr Stanley to informally go through the review is still awaited
25. **Vacancy/Co-option** – To receive applications for co-option. ([Details forwarded to Members](#)). To consider and determine.
26. **Correspondence for Action:**
- a) **Tewkesbury Borough Council:**
 - i. **Details of the Launch of the Thriving Communities Grant 2024.** To consider action.
 - ii. **Taxi and Private Hire Licensing Consultation** – To consider commenting and determine action. (This is a large document so has been forwarded by email).
 - iii. **Commercial Waste** – Tewkesbury Borough Council is giving three months' notice that it is closing its commercial waste service. To consider action.

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26. **Correspondence for Action: (Continued)**

v. **Community Funding Officer** – Details of Defibrillator for community spaces fund. To consider applying.

b) **Gloucestershire Association of Parish & Town Councils (GAPTC):**

i. To consider attendance at any training events. To determine.

ii. Gloucestershire & D-DAY 80 - 6th June 2024 – To consider whether the Parish Council wish to take part and consider investigating further. To determine.

c) **Caring for Communities and People (CCP)** – A representative is coming to the Hub to discuss the possibility of further groups running from the building. To consider options.

27. **Correspondence for Information:**

a) **National Association of Local Councils:**

i. Newsletter 01.08.23, 15.08.23 & 27.09.23.

ii. Chief Executive's Bulletin 20.07.23, 03.08.23, 20.08.23, 24.08.23 & 7.09.23

b) **Gloucestershire Association of Parish & Town Councils:**

i. GAPTC Welcomes Chris Haine as the new CEO.

ii. Financial Statement (approved at the July AM)

c) **Tewkesbury Borough Council:**

i. Press Releases:

‘A new start proposed for Tewkesbury Garden Town’.

‘A vote for a new approach to Tewkesbury Garden Town’

‘Electoral Register Annual Canvas of Households.

‘Restoration grants to transform Tewkesbury High Street Properties.

ii. Parish Matters - Newsletter

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

a) Gloucestershire Mentoring Programme – Details of Information event to encourage people to join the programme

b) Tewkesbury Know Your Patch – Newsletter.

29. **Correspondence received after 7th September 2023**

The next meeting of the Full Council will be Wednesday, 11th October 2023