

Minutes of the Council Meeting held on Wednesday, 14th April 2021

Following the passing of the Coronavirus Act 2020 (c.7), Councils were unable to meet in person during the COVID emergency. This meeting was therefore held via a Zoom link, with Councillors connecting remotely. The meeting began at 7:00 p.m.

Present: Cllr S Ward (Chairman) Cllr J Roberts (Vice Chairman) (until/from: C/56/21 / C/60/21)
Cllr M Barnes Cllr C Blackmore
Cllr P Godwin Cllr E MacTiernan
Cllr E Phennah Cllr G Shelton
Cllr S Terry Cllr T Treacy

In Attendance: Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

To mark the death of HRH Prince Philip, Duke of Edinburgh, on 9th April 2021, a minute's silence was observed.

C/79/21 Apologies for Absence

Apologies had been received from Cllr Mackenzie .

C/80/21 Public Participation

- i. **Invitation for Members of the Public to Address the Council** – Cllr Ward PROPOSED that the meeting should adjourn to allow for any public participation.

FOR: UNANIMOUS

Cllr Blackmore said she had seen on social media that, following the death of a local teenager, a ride-out had been arranged for that weekend, starting at Northway park.

- ii. **Reconvening of Meeting** – Cllr Ward PROPOSED re-convening of meeting.

FOR: UNANIMOUS

C/81/21 Declarations of Interest

No declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 11th July 2012 (Minute Ref C/159/12), including paragraph 12(2).

C/82/21 Previous Minutes

Cllr Shelton PROPOSED that the Minutes of the Full Council Meeting that took place on 10th March 2021 should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: UNANIMOUS

Cllr Terry PROPOSED that the Minutes of the Extraordinary Council Meeting that took place on 29th March 2021 should be approved as a true and accurate record. Cllr Terry SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/83/21 Matters Arising from Council Minutes/Clerks Report

C/56/21 Speed Gun – The police had been contacted and asked to place a bid for the speed gun to be used in Northway during July or August.

C/67/21 Parish Assembly – Certificates of Appreciation had been delivered following the Parish Assembly.

C/69/21 Civic Protocols – The work related to setting up the additional web information and policy were now in place. Cllr Roberts thanked the Clerk for her hard work on this.

C/72/21 Hope for Tomorrow – This charity had been informed that, due to previous problems in Northway with clothes banks, the Council did not feel it could offer or suggest any locations.

C/77/21 Parish Council Association – The Clerk had forward letters to neighbouring parishes and Northway Community Volunteers regarding possible involvement in the association.

C/68/21 Water Meter at Northway Community Hub – The Clerk had arranged for a contractor to try and unearth the water meter.

C/84/21 Roads & Road Safety

- i. **Issues of Concern** – No issues of concern were raised.
- ii. **Community Speedwatch** – The Clerk confirmed that she had advertised this scheme (Min Ref: C/56/21 refers) on social media and, as a result, one resident had confirmed they would be interested in getting involved. Members considered whether the Council should try and re-advertise or assume that there was not enough interest from residents.

Cllr Roberts suggested that, as a last resort, the Council could put an article in the next issue of The Northway Voice along with information about what was involved.

- iii. **Community Walkabout** – Cllr Roberts had collated some notes following the walkabout meeting that he had attended with Cllr Ward, Cllr Mackenzie and the Local Highways Manager (Min Ref: C/33/21 refers) Cllr Roberts gave a brief breakdown of these:

Kingston Road speed humps were considered ineffective and so the Local Highways Manager had agreed to investigate costings to replace them.

The Local Highways Manager had agreed to look at remarking the road coming into Northway past Joan's Field, this (it was hoped) would highlight the fact that drivers were entering a residential area. He had also suggested the possibility of gateway entrances along with a sign saying 'Welcome to Northway, please drive carefully' or similar. Local schools could get involved with designing a sign for the gates.

Adding of additional 30's along The Park would be added to the programme and the Local Highways Manager would also recommend that the speed humps were converted to go across the whole width of the road.

The Local Highways Manager felt that the prioritisation of traffic over the Northway Lane motorway bridge should be reviewed and so he agreed to highlight this to the appropriate department (as well as concerns that the barriers did not meet current standards). Councillors had also drawn attention to the standard of the road here and their comments had been taken on board.

The Spine and Hardwick Bank Road footpaths were being put in the programme to be resurfaced in the new financial year.

The Local Highways Manager had also highlighted that there was drainage work planned for the area and so the Parish Council was being asked to highlight any drainage issues it felt could be picked up on at the same time. Members were advised to contact the Clerk if anything came to mind.

C/85/21 **Roads & Road Safety**

Cllr Ward added that cyclists using the footpath in Lee Walk (Min Ref: C/236/20 refers) was not a County Council issue (they had, the previous year, put up signs either end of the path asking cyclists to dismount) but a police matter. It was noted that the police had been informed and were going to monitor. Cllr Ward also pointed out that the £5,000 promised by County Cllr Smith towards road safety improvements (Min Ref: C/33/21 refers) would possibly not be available after the County elections in May.

Cllr Ward PROPOSED that the Council should write a letter of thanks to the Local Highways Manager for taking the time to meet with Members.

FOR: UNANIMOUS

Cllr Ward showed Members a video of the approach to the 'Welcome to Northway' sign in Hardwick Bank Road (just over the motorway bridge). The Local Highways Manager had pointed out that the white sign was camouflaged against the white blossom behind it, as such, when investigating the new gateway signs, he would suggest siting signposting further along to make it more impactful.

- iv. **Joan's Field Access** – The possibility of a path into Joan's Field, as previously suggested by Cllr Barnes (Min Ref: GP/37/21 refers), was also mentioned to the Local Highways Manager who suggested that the Council might want to look into prices for a country path and wooden bridge. It was felt that the Council could use capital expenditure funds or, possibly, get a grant towards providing an access that was disability friendly.

Cllr MacTiernan suggested that the Council held off paying anything towards creation of an access as she was raising her concerns about the dangerous road at Borough Planning meetings and Officers were beginning to take note. They were also looking at including a planning condition, in relation to the bridge development, stipulating that money was put towards road safety improvements.

Cllr MacTiernan added that the Borough Council was trying to get Homes England to extend the deadline by which the bridge needed to be built - previously this had to be by the end of 2022 but they were now hoping for an extra year, however, she believed that they would start on the haul roads very quickly.

Cllr Ward said that, although he agreed with Cllr MacTiernan, he had concerns about holding back on this and wondered whether the Council should still look at options. The Clerk had been advised that a small bridge would cost in the region of £500, a larger and wider bridge would be well over £1,000.

Cllr Ward PROPOSED that the Clerk should continue to investigate recommendations and obtain quotations.

FOR: UNANIMOUS

C/86/21 **County Councillor Report**

Due to purdah, no report was received.

C/87/21 **Planning Committee**

Members received the Minutes of the Planning Committee Meeting that took place on 17th March 2021.

C/88/21 **General Purposes Committee**

- i. **General Purposes Committee Meeting** – Members received the Minutes of the General Purposes Committee Meeting held on 17th March 2021.
- ii. **GP Projects Working Party Meeting** – Members received the Notes from the GP Projects Working Party Meeting held on 7th April 2021.

NORTHWAY PARISH COUNCIL

C/88/21 General Purposes Committee (continued)

- a. The Community Funding Officer at Tewkesbury Borough Council had suggested progression of a survey to help get community feedback to assist with funding applications. Cllr Ward suggested that the Council could create a survey and include a questionnaire in the next newsletter.

Cllr Terry PROPOSED that a budget of £500 was set towards the cost of consultation via these means. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Blackmore mentioned that, by using SurveyMonkey, the Council was opening its consultation up to sabotage.

Cllr MacTiernan suggested that the Council should look at the possible costs associated with SurveyMonkey and Cllr Blackmore offered to look into the security issues before the next GP Projects Working Party Meeting.

- b. It was noted that, if the Council wanted to submit an expression of interest for Section 106 Funds (Min Ref: GPP/11/21 refers), it would need to provide details and prices of a fully scoped project by 17th May 2021. Because the funds could only go towards a sports-related project, the GP Projects Working Party had felt the replacement outdoor gym equipment project was most suitable to apply for.

Cllr Ward PROPOSED that various outdoor gym equipment options should be considered at the General Purposes Committee Meeting on 21st April 2021. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/89/21 Carbon Neutral Working Party

- i. **Carbon Neutral Working Party Meeting** – Members received the Notes of the Carbon Neutral Working Party Meeting held on 7th April 2021.
- ii. **Practical Actions** – Members went through the list of practical actions that the Working Party was recommending the Council take to become more environmentally friendly:
1. **Switch to renewable energy supplier at next renewal.**
 2. **Reduce waste and recycle what is possible (i.e. minimise use of disposable cups).**
 3. **Use environmentally friendly cleaning products where possible.**

Cllr MacTiernan pointed out that environmentally friendly cleaning products were often not very effective. Cllr Roberts PROPOSED that the wording of this was changed to 'Use environmentally friendly cleaning products where possible and practical'. Cllr Ward SECONDED.

FOR: UNANIMOUS

4. **When awarding contracts for goods or services prioritise local sourcing.**

Cllr Blackmore PROPOSED that the Council should add that it would also look at contractors/firms' carbon neutral policies. Cllr Roberts SECONDED.

FOR: UNANIMOUS

It was suggested that that 'where practical' should be added to this as it could have the potential to impact too much on the Clerk's workload otherwise. AGREED.

C/89/21 **Carbon Neutral Working Party** (continued)

5. **Promote Carbon Neutral through the newsletter and website.**
6. **Consider planting wildflower meadows.**
7. **Explore natural methods as a replacement for weed killers.**
8. **Continue to plant trees as appropriate.**
9. **Continue to install bird and insect boxes.**
10. **Install bike racks at Hub and other Council areas to encourage less car usage.**
11. **Consider using the hub as a collection point to aid recycling.**

Cllr Ward PROPOSED approval of these pledges as well as the addition of 'The Council will do what it can to reduce its carbon footprint where reasonably possible.'

FOR: UNANIMOUS

- iii. **Climate Emergency** – It was further AGREED that the Council should accept the Working Party's recommendation not to declare a climate emergency (which would put undue pressure on its limited resources), however it would still take climate issues seriously and take practical actions where possible.
- iv. **Pollution Survey** – The Carbon Neutral Working Party had recommended that the Council investigated implantation of a pollution survey in the parish, specifically in the area of The Park. Cllr Roberts PROPOSED that the Council should seek prices with an aim to progressing this as soon as possible. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- v. **Village Hall and Changing Rooms** – Members considered ways in which the Changing Rooms and Village Hall might be made more energy efficient. Cllr Phennah PROPOSED that the Clerk should seek quotations for a professional to assess where improvements could be made. Cllr Ward SECONDED.

FOR: UNANIMOUS

C/90/21 **Staffing Committee**

Members received the Minutes of the Staffing Committee Meeting held on 24th March 2021.

C/91/21 **Borough Councillor Report**

Cllr MacTiernan informed Members of the Borough Council's Capital Grant Fund which was open to applications for matched funding. It was AGREED that details of this should be put to the General Purposes Committee so that Members could consider whether to submit an application towards one of the GP Projects.

Cllr MacTiernan gave an update following her attendance at the last Garden Town Working Group meeting. She mentioned that the Borough was looking at land assembly, although this was currently confidential. However, the land North of Northway was likely to be first on the list for development.

Cllr Godwin added that the comments from Northway and Ashchurch Rural Parish Council had been noted by the Borough Council.

NORTHWAY PARISH COUNCIL

C/92/21

Gloucestershire & Worcestershire Parish Council Association

- i. **Representative** – Following agreement to become part of the newly formed Parish Council Association, it was considered who would represent the Council (and report back), as required, at any meetings. Cllr Roberts volunteered to act as representative. Cllrs Phennah and Barnes volunteered to act as deputies, should Cllr Roberts be unable to attend.

Cllr MacTiernan mentioned the government appeared to have not taken into account the fact that, once face-to-face meetings recommenced, most councils would not have sufficient space to meet and social distance at the same time. As a result of this, many of them were desperately trying to secure bigger venues; Tewkesbury Borough Council was trying to arrange for its Full Council meetings to be held at Tewkesbury Abbey.

- ii. **Further Updates** – The Clerk confirmed that she had written to the various Councils that she had been instructed to contact about the Association, as well as NCV. Several replies had been received expressing possible interest but approval would need to be sought at meetings.

C/93/21

CCTV

- i. **USB Encryption Keypad** – Cllr Ward PROPOSED that the Council purchased a USB Encryption Data Keypad for use with the Playing Field CCTV system. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- ii. **Wi-Fi** – Members considered whether to further investigate installation of a telegraph pole outside the Village Hall which would enable the CCTV to be accessed remotely via Wi-Fi.

Cllr Ward explained that he and the Clerk had needed to view CCTV footage following an incident of antisocial behaviour and it had taken a very long time to do this on site, for this reason he felt that it needed to be accessible remotely.

The Clerk reminded Members that a previous quotation had come in at approximately £900 for installation of a telegraph pole but this figure may have changed (Min Ref: C/220/20 refers). Cllr Terry PROPOSED that the Clerk should obtain an updated price for the work.

Cllr Roberts asked whether wireless internet was an option. Cllr Ward said that the Council had used a dongle at the Village Hall previously but the data limit on these was generally very low.

Cllr Roberts suggested that, if seeking quotations, the Council should ensure that any devices being installed were vandal proof.

Cllr Blackmore said that the Council might have to factor in the cost of having the CCTV encrypted if accessing remotely through the Wi-Fi. The Clerk agreed to look into this.

Cllr Phennah SECONDED Cllr Terry's proposal.

FOR: UNANIMOUS

C/94/21

Council Accounts

Members received the schedule of bills paid and cheques for payment totalling £12,165.30

Cllr MacTiernan PROPOSED that the accounts for payment be approved. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/95/21

Defibrillator

- i. **Incident** – Members were provided with details relating to an incident where a 999 operator was unable to provide the access code for the Hardwick Bank Road defibrillator to a resident in an emergency. The South West Ambulance Service (SWAS) had said this could have been down to a number of reasons, the most likely one being that the call was directed to a different county's call centre (which sometimes happens when there is a high volume of calls). They had advised that a new system would be implemented nationwide in the coming weeks which meant that all call centres would have access to the same database of defib codes.

The SWAS had also confirmed that all the Northway defibrillators were logged on the system as being active.

Cllr Ward thanked the Clerk for looking into this.

- ii. **Paediatric Pads** – The Clerk asked Members whether the Council wanted to purchase paediatric pads for the Hardwick Bank Road defibrillator (which Cllr Shelton had informed was listed as Carrant Brook School's closest defibrillator).

Cllr Ward raised concern that the defibrillator might be further than 200m from Carrant Brook School (as the SWAS would not provide the code to someone further than 200m away). He also felt that the Playing Field defibrillator should be provided with paediatric pads as this was the closest one to the Play Park.

Cllr Treacy PROPOSED that the Council should purchase paediatric pads for each of the defibrillators in Northway, as a child within 200m of any of them could require use at any time. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Phennah suggested that the Council should let the local schools know of this decision.

- iii. **Signage** – Members considered whether it would be beneficial to install additional signage at each defibrillator location to make residents aware that Northway Parish Council was responsible for the machines. Cllr Ward PROPOSED that better signage was arranged, to include contact details as well as the call sign, postcode and What Three Words location associated with each machine. Additionally, a budget of up to £30 should be permitted for each sign.

FOR: UNANIMOUS

- iv. **Defibrillator Inspections** – It was noted that the following councillors had taken responsibility for undertaking inspection reports of the defibrillators in the parish:

Cllr Godwin – The Playing Field defibrillator
Cllr Shelton – The Northway Centre defibrillator
Cllr Phennah – Hardwick Bank Road defibrillator
Office staff – The Community Hub defibrillator

Members confirmed that they were still happy with this arrangement. Cllr Shelton asked whether another councillor wished to alternate inspections of the Northway Centre defibrillator with him. Cllr Treacy offered to do this.

C/96/21

Coronavirus (COVID-19)

- i. **Use of Buildings as Polling Stations**

- a. **Community Hub** – The Clerk confirmed that the Community Hub had been assessed for use as a Polling Station for the upcoming elections. Members considered whether the Council wished to charge a fee for additional cleaning that might be involved afterwards.

NORTHWAY PARISH COUNCIL

C/96/21

Coronavirus (COVID-19)

Cllr Shelton PROPOSED that the Council should charge £200 for deep cleaning the building after the hire, which would also cover the antisocial hours involved for the Caretaker. Cllr Phennah SECONDED.

FOR: UNANIMOUS

- b. **Northway Village Hall** – Cllr Roberts PROPOSED that the Council should ask for £50 to cover the unsociable hours required of the gate keeper to lock up after polling at the Village Hall, and the gate keeper himself should be paid double for his time. Cllr Terry SECONDED.

FOR: UNANIMOUS

ii. **Use of the Community Hub for Hirings and Meetings**

- a. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allowed for remote meetings between 4th April 2020 and 7th May 2021. The Clerk asked whether Members wanted to submit a 'Call for Evidence' in relation to these arrangements.

Cllr MacTiernan pointed out that this could be done individually by Members and she had submitted one on behalf of herself as a Northway Parish Councillor. It was AGREED that Members should do this independently, if they wished, and the Clerk offered to circulate the web link.

- b. Members considered whether the Council should write to a local MP requesting the continuance of remote meetings.

Members were asked to vote on whether they wished the allowance for remote meetings to be extended further.

FOR: Cllr Barnes Cllr Blackmore
Cllr Godwin Cllr MacTiernan
Cllr Roberts Cllr Terry
Cllr Treacy Cllr Shelton

AGAINST: Cllr Phennah Cllr Ward

Cllr Roberts had expressed that he would be willing to write to Laurence Robertson, on behalf of the Parish Council, regarding this. AGREED

- c. Considering that the government might not agree to extend the allowance of remote meetings, members discussed how the Council could safely move forwards with face-to-face meetings (as per recommendations from the Staffing Committee (Min Ref: S/08/21 refers). The recommendations included the following:

- Meetings only to take place in the main hall and always maintaining social distancing.
- Masks to be worn in the building unless speaking during meeting.
- No wandering around building except to use allocated toilets.
- No refreshments to be made in the building (although councillors can bring own with them).
- 15 people maximum in the main hall.
- Bi-fold door to be kept open, when safe to do so
- All other doors to be kept open where possible to reduce touching of handles.
- Any residents in attendance to stay outside bi-fold doors or in atrium (if raining).
- Members to bring own paperwork to all meetings and take away again after
- Councillors to bring their own hand sanitiser (or be issued with), although it is available on entry and exit to the building.
- Only use of allocated toilet from the block of three permitted.

For Hirers:

- They can return in line with Road map, if they can be accommodated
- Parties not an option at the present time but this will be reviewed in September
- Kitchen out of use, except exceptional circumstances when caretaker will make safe arrangements.
- When Luncheon Club return, they must use the dishwasher as much as possible.
- Masks to be worn in atrium at all times.
- Disabled toilet allocated to hirers and they must sanitise touch points.
- Community Groups to be versatile with meeting times.
- Provision of Risk Assessments
- Council to purchase additional hand towel dispensers for toilets

Cllr Roberts felt that it would not be appropriate to keep the bi-fold doors open in all temperatures. He suggested that the Council should say it would keep the bi-fold doors open 'to allow circulation of air/whenever possible'.

It was suggested that this list should be reviewed after three months.

Members considered whether any additions should be made to the list. Cllr Roberts suggested that it should also include that hand sanitiser would be available at entrances to the building.

- d. Members considered the possibility of taking weekly lateral flow COVID tests and/or the purchase of a thermometer for use before meetings.

Cllr Ward explained that he regularly used the lateral flow tests which were a recommended method of protection. The government advice was that all adults should take a test twice weekly regardless of whether they were going out or not. A number of councillors expressed reluctance at having to take a test and it was clarified that this was a recommendation but still optional.

Members voted on whether a thermometer (for use before meetings) should be purchased imminently (or otherwise wait until the government had decided whether to extend allowance for virtual meetings).

FOR:	Cllr Barnes	Cllr Blackmore
	Cllr Godwin	Cllr MacTiernan
	Cllr Roberts	Cllr Terry
	Cllr Shelton	Cllr Ward

AGAINST:	Cllr Phennah	Cllr Treacy
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It was, therefore AGREED, that a thermometer should be purchased imminently.

Cllr Roberts PROPOSED that the Council should request that members of the public attending any Council meetings should be asked to allow a temperature test beforehand. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

The Clerk reported that she had received information stating that, as of 29 March 2021, venues would be required to take the name and contact details of every visitor over the age of 16. Wheatpieces Hall had lost some hirers as a result of this and so had agreed to store the details in a sealed envelope which was then destroyed after the required time (and only opened if necessary).

Cllr Roberts PROPOSED that the Council should offer this arrangement to hirers who were uncomfortable with providing their details. Cllr Godwin SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/97/21 Hire of Northway Community Hub

Members considered a request for use of the Community Hub to offer a Thai takeaway service and, possibly, a community café.

It was noted that there were very few evenings when the facility would be available after taking into account other hires. It was also something that could only be progressed after the Council had decided to lift its restriction on the kitchen being used (which would be reviewed at the appropriate time). However, some Members were keen to discuss the request further and see if there was a way of making it work.

Cllr Roberts PROPOSED that these contacts should be invited to meet with representatives of the Council over Zoom. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

C/98/21 Local Schools

i. **Community Venture**

- a. Members were reminded of a request that Carrant Brook School and Northway School had put to the Council (at the Parish Assembly) regarding planting of bulbs at the entrances into Northway. It was noted that land owners would need to be contacted for permission (depending on locations this would either be Tewkesbury Borough or Gloucestershire County Council). It was AGREED that the Clerk should approach the District and County Council to ensure they had no objections to the proposals.

Several councillors expressed that they would be willing to volunteer to take part in the bulb planting, should extra help be required. There was some confusion over whether this was just for the adults or whether children were also to be involved.

- b. Members considered whether the Council should offer to make a contribution towards this community project. Cllr Roberts PROPOSED, in principle, that the Council should make a contribution but await further information on how much money might be needed. Cllr Shelton SECONDED.

FOR: UNANIMOUS

- ii. **Tewkesbury School** – Members considered an offer from Tewkesbury School's head teacher to attend any Council meetings to field questions about education in Tewkesbury or, alternatively, for Council representatives to attend the school on a typical day and have students showcase their good work (once restrictions lifted).

Several Members expressed their interest in accepting the invitation to attend the school. Cllr Ward PROPOSED that the Clerk should respond to say that that this would be of interest and ask for a suitable date to be provided.

FOR: UNANIMOUS

C/99/21 Youth Work in the Parish

The Clerk reported that recent youth provision undertaken by Young Gloucestershire had been very successful with 20-30 youths attending each day. Young Gloucestershire would be continuing youth work in Northway at both Saxon Park and Northway Playing Field.

It was noted that the Finance Committee would be looking at possible options to provide toilet access, as this was an ongoing issue.

NORTHWAY PARISH COUNCIL

C/100/21 Water Meter at Northway Community Hub

It was noted that this item had already been covered under Min Ref: C/78/21.

C/101/21 Standing Orders

Cllr Roberts PROPOSED ratification of an amendment relating to EU procurement threshold figures in Section 18 of the Standing Orders. Cllr Phennah SECONDED.

FOR: UNANIMOUS

C/102/21 Crime & Disorder

The Clerk reported that two litter bins had been set on fire - one on The Park (which now required a new liner) and the other on Northway Playing Field by Warren Road.

Youths had been seen climbing on the roof of the Village Hill and, in the process, the sill had ended up broken. Cllr Ward confirmed that he had applied anti vandal paint, he and the Clerk had also inspected CCTV footage but were unable to find any images.

Cllr Ward mentioned that he had seen on social media reports of two youths causing antisocial behaviour. The police were involved along with Bromford Housing and TBC Antisocial Behaviour team.

C/103/21 Correspondence for Action

- i. **VE Day – 8th May 2021** – The Clerk gave details of Royal British Legion products that were available for purchase. No actions were agreed.
- ii. **Gloucestershire Association of Parish & Town Councils**
 - a. Call for Resolutions – Members did not wish to submit a resolution for debate at GAPTC's upcoming AGM.
 - b. Training – The Clerk gave details of upcoming courses. No actions were agreed.

C/104/21 Correspondence for Information

- i. **Gloucestershire Association of Parish and Town Councils:**
 - a. An introduction to Purdah and an email reminding Councils that they cannot use council facilities to promote any candidates standing for any post in the parish, borough or county.
 - b. Newsletter and Legal Topic Note.
- ii. **National Association of Local Councils (NALC):**
 - a. **Chief Executive's Bulletin** – 12/03/2021, 19/03/2021, 26/03/2021 01/04/2021
 - b. **Newsletters** – 'How to get young people involved in local councils' and 'So, where has the planning power gone?'
- iii. **Tewkesbury Borough Council (TBC):**
 - a. Notice of Election of a County Councillor (this has been displayed in the Parish as requested by TBC)
 - b. Press Release – Gloucestershire's recycling centres set to move to summer hours.

NORTHWAY PARISH COUNCIL

C/104/21 Correspondence for Information (continued)

- c. Press Release – ‘Council sets budget for 2021/2022’
 - d. Updated contact details for Members and website.
 - e. Press Release – ‘Council welcomes the Cotswold Hub Co as new tenants of Cleeve Hill Golf Club’.
 - f. Press Release – ‘More funding available for voluntary and community groups’.
- iv. **Society of Local Council Clerks** – Newsletter February 2021.

C/105/21 Correspondence received after 8th April 2021

- i. **Gloucestershire County Council** – Details of highway resurfacing.
- ii. **Know Your Patch** – Details of upcoming events.
- iii. **Tewkesbury Borough Council** – Press Releases (cleaning of high street / re-opening of leisure centre).
- iv. **GRCC** – Community Buildings Network – Details of meeting.
- v. **NALC** – Details of Star Council awards.
- vi. **Street Lighting** – Correspondence from resident (this had been redirected to Gloucestershire County Council).
- vii. **Regional Fraud Protect Advisor** – Details relating to fraud and offer to give presentation to members and/or residents. Members were interested in taking advantage of this offer and, perhaps, hosting a community viewing at the Hub. It was AGREED that the Clerk should circulate this correspondence to members and include it on the next Full Council agenda for further consideration.

Cllr Ward thanked members for the last three years as it would be the last Full Council meeting he would Chair before his term ended.

As there was no other business the meeting concluded at 9.44 p.m.