

**Minutes of the Council Meeting held on Wednesday, 14th July 2021
at Northway Community Hub, Northway, commencing at 7:00 p.m.**

Present: Cllr J Roberts (Chairman) Cllr S Ward (Vice Chairman)
Cllr M Barnes Cllr C Blackmore
Cllr P Godwin (until Min Ref: C/205/21) Cllr P Mackenzie
Cllr E MacTiernan (until Min Ref: C/205/21) Cllr E Phennah
Cllr G Shelton Cllr S Terry

In Attendance: ES, Local Resident (until Min Ref: C/187/21)
BM, Local Resident (until Min Ref: C/205/21)
BH, Local Resident (until Min Ref: C/205/21)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/186/21 **Apologies for Absence**

Apologies had been received from Cllr Treacy and County Cllr Smith.

C/187/21 **Public Participation**

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

FOR: UNANIMOUS

Local residents raised concerns about the pending construction of the 'Bridge to Nowhere'. Heavy earth-moving vehicles had already been gaining access via Sinderberry Drive for 'geotechnical' works which resulted in mud on the road and concerns regarding safety, especially with the bus route and Carrant Brook School so close by. In addition, a welfare unit had been placed directly outside one house which raised a privacy concern.

Cllr Roberts explained that Northway Parish Council had made its objections clear to Tewkesbury Borough Council from the start, it was also backing Ashchurch Rural Parish Council's Judicial Review of the Planning Application both morally and financially.

It was agreed that residents' details should be passed to Cllr MacTiernan so she could deal with these issues at the Borough Council and, as a Parish Council, Northway would continue to oppose the application and work to ensure that the Borough contractors were considerate.

Cllr Ward offered some reassurance that, once work had commenced, the access point would not be via Sinderberry Drive but further along Hardwick Bank Road.

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

FOR: UNANIMOUS

7.21pm – ES left the meeting.

C/188/21 **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).

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C/189/21 Previous Minutes

Cllr Ward PROPOSED that the Minutes of the Full Council Meeting that took place on 9th June 2021 should be approved as a true and accurate record. Cllr Terry SECONDED.

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

ABSTENTIONS: Cllr Phennah

C/190/21 Matters Arising from Council Minutes/Clerks Report

C/162/21 Roads and Road Safety – *The list of areas that required attention had been forwarded to the Local Highways Manager and these were now in the system.*

C/166/21 Carbon Neutral Working Party – *A date had been arranged for assessment of the Changing Rooms and Village Hall.*

C/171/21 and C/172/21 Annual Governance and Accountability Return – *These documents had been forwarded to the External Auditor and the Public Rights Notices were displayed in the parish and online.*

C/176/21 Northway Community Volunteers – *A letter of thanks had been forwarded to the ex-Chairman of NCV as well as the current committee.*

C/191/21 Roads & Road Safety

The Clerk advised that she had reported overgrowth on the Northway Lane motorway bridge numerous times, even after witnessing someone pulled from their bike and injured by brambles. Someone had at last agreed to meet her regarding this.

It was also noted that, following delivery of the latest newsletter, two members of the public had contacted the Parish Council about getting involved with Community Speedwatch.

C/192/21 County Councillor Report

None received.

C/193/21 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 16th June 2021.

C/194/21 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 16th June 2021.

C/195/21 Tewkesbury Borough Council Grant and Section 106 Funding

The Clerk reminded Members that it had previously been confirmed that the Council was successful in securing funds from TBC's Capital Grant Fund and Section 106 towards a new outdoor gym and improved access into Joan's Field. Official confirmation had now been received.

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C/195/21 Tewkesbury Borough Council Grant and Section 106 Funding (continued)

The General Purposes Committee Chairman, the Clerk and Clerk's Assistant had met with Caloo, the gym equipment providers, on site to discuss the project and this was now progressing.

It was noted that funds awarded towards the outdoor gym project amounted to £12,249.18 which would require the Parish Council to contribute £4,083.07 towards the cost of the overall project. Cllr Roberts PROPOSED.

FOR: UNANIMOUS

The panel had also agreed to provide an extra £2,833.03, towards this (or another) project, if required.

The Borough Council's Capital Grant Fund had awarded £5,685 towards the Joan's Field access (the application had been for the access and wheelchair swing, but funds awarded had not been enough to cover the cost of both projects). This would cover the cost of the Joan's Field access and a small pathway. It was noted that there was approximately £300 extra allocated towards the project but the contractor had anticipated there might be an increase in price once it was established how much stone was required.

Cllr Roberts PROPOSED that the Clerk's Assistant should be given authority to progress the Joan's Field access project.

FOR: UNANIMOUS

It was further AGREED that the Council should continue to apply for funding towards the wheelchair swing (Northway Community Volunteers and County Councillor Smith had previously expressed that they would be willing to support this project).

Cllr Roberts PROPOSED thanking Cllr Terry, the Clerk and the Clerk's Assistant for their work in submitting applications for funding.

FOR: UNANIMOUS

C/196/21 Borough Councillor Report

Cllr Godwin reported that the Borough Council was launching a new scheme to assist businesses that had been impacted by the extension to stage 3 of the government's roadmap out of lockdown (e.g. hospitality, travel, weddings/night clubs). This grant would be open for applications from 7th July 2021 – 25th July 2021.

Tewkesbury town centre had received a share of a £95m fund through Historic England's High Street Heritage Action Zone. Tewkesbury had been awarded just over £1m, to go towards:

- Restoring of traditional shop fronts.
- Consultation on Tewkesbury's public spaces followed by schedule of improvements.
- Initiatives to encourage regeneration of the Healings Mill site.
- Events to promote the use of traditional skills and materials.
- Grants to enable vacant upper floor units to be changed to residential use.

In addition, Tewkesbury had also been awarded money for a programme of cultural events celebrating the town's rich heritage. Information could be found at www.tewkesbury.gov.uk/hshaz

Cllr MacTiernan added that the Covid-19 bollards were due to be removed from Tewkesbury High Street very soon (according to Facebook) - these had been installed the previous year to allow social distancing.

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C/197/21 Council Accounts

Cllr Roberts declared an interest in relation to a payment being made to NFU Mutual and Cllrs MacTiernan and Godwin declared an interest in relation to a payment being made to Ashchurch Rural Parish Council towards legal proceedings against Tewkesbury Borough Council

Members received the schedule of bills paid and cheques for payment totalling £20,009.63. Cllr Ward PROPOSED that the accounts for payment be approved. Cllr Terry SECONDED.

FOR:	Cllr Ward	Cllr Terry
	Cllr Barnes	Cllr Blackmore
	Cllr Mackenzie	Cllr Phennah
	Cllr Shelton	

ABSTENTIONS:	Cllr Godwin	Cllr MacTiernan
	Cllr Roberts	

C/198/21 Northway Community Hub/Coronavirus (COVID-19)

The Clerk advised that Cllrs Roberts, Ward and Terry had put together a list of recommendations regarding further opening the Community Hub following lifting of government restrictions on 19th July 2021 (copy attached for Members). The Clerk advised that the Risk Assessment would also be amended to reflect the changes.

It was noted that Lesa, the Community and Place Development Officer from Tewkesbury Borough Council, had requested to come back and work from the Hub on a Tuesday, as had been the arrangement previously. It was felt that this should be permitted provided the Clerk's Assistant and/or the accountant were not in the office on the same days (unless the Ray Shill Room was available). Cllr Roberts PROPOSED.

FOR: UNANIMOUS

The Clerk had contacted the Council's insurance providers for advice on use of the Hub kitchen for cookery lessons for the youth club. It was confirmed that the Council would be liable if the kitchen itself was somehow responsible for the injury of anyone in the group. This would be covered by the Council's public liability insurance, provided it could demonstrate it undertook the necessary duty of care. Any injuries sustained in the event of cooking or damage to the kitchen would be covered by the users' public liability insurance which, it was recommended, the Council should obtain a copy of.

Cllr MacTiernan PROPOSED that the Council should defer consideration of allowing use of the kitchen until a copy of the youth club's public liability insurance had been received. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/199/21 Regional Fraud Protect Advisor

Members had found the session provided by the Regional Fraud Protect Advisor on Monday, 12th July 2021 very useful. In addition, it was felt that the booklet that had been provided to those in attendance would be beneficial to residents. It was suggested that information and a link could be included in the next newsletter.

The Clerk passed on an offer from the Regional Fraud Protect Advisor regarding a further session that was available on identifying finance exploitation.

Cllr MacTiernan mentioned a letter she had received through her door from 'Northway Neighbours' which, after doing some research, had raised concerns.

Cllr Roberts PROPOSED that the Council should book a second session for Members to attend. In addition,

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C/199/21 Regional Fraud Protect Advisor (Continued)

the Regional Fraud Protect Advisor should be invited to give a presentation at the next Parish Assembly and the issue of fraud should be highlighted to local groups and in the next issue of Northway Voice.

FOR: UNANIMOUS

C/200/21 Gloucestershire & Worcestershire Parish Council Association (GWPCA)

The Clerk advised that the next meeting of GWPCA was due to take place on 15th July 2021. Tewkesbury Town Council had requested to join the Association whereas Wheatpieces had declined.

C/201/21 Ashchurch Bridge Over Rail

The Clerk reported that complaints had been received regarding mud on the road (as mentioned during public participation time earlier in the meeting) when heavy vehicles had gained access to the site via Sinderberry Drive.

Cllr Roberts assured that the Council would continue to highlight the fact that the bridge was not wanted but, if it did go ahead, construction needed to be done respectfully.

C/202/21 Community Governance Review 2021

The Clerk advised that Tewkesbury Borough Council was carrying out a Boroughwide Community Governance Review and asked whether Members wanted to consider suggesting an alteration to the boundaries of Northway Parish. It was noted that the deadline for submissions was 15th September 2021.

Cllr Ward PROPOSED that a Working Party should be formed to consider this further. Cllr Shelton SECONDED.

FOR: UNANIMOUS

Cllrs Phennah, Shelton, Ward, Blackmore, Terry and Roberts wished to stand on this Working Party.

C/203/21 Correspondence for Action

i. **Gloucestershire Association of Parish & Town Councils**

- a. Details of a GCC fund to support digital community projects in the county. Cllr Roberts PROPOSED no action was taken.

FOR: UNANIMOUS

- b. Invitation to AGM on 24th July 2021. No-one wished to attend.

- c. Details of relevant training: Cllr Blackmore expressed interest in attending 'Planning in Plain English' (the Clerk advised that training on this was due to take place on 30th September 2021). Cllr Terry wished to attend 'Finance for Councillors', the Clerk agreed to try and book her onto the course scheduled for 22nd September 2021.

- ii. **Tewkesbury Borough Council** – Details of Town and Parish Council Seminar scheduled to take place on 23rd September 2021 at 6pm. No Members wished to attend.

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C/204/21 Correspondence for Information

- i. **National Association of Local Councils:**
 - a. Bulletins – 18th June, 25th June and 2nd July.
 - b. The future of high streets and town centres.
- ii. **Gloucestershire Association of Parish & Town Councils:**
 - a. Copy of Presentation with Superintendent Kath Davis (copy forwarded to members by email).
 - b. Code of Conduct Petition (forwarded to Members by email)
- iii. **Tewkesbury Borough Council:**
 - a. Press Release – ‘Government awards £2.4m to support Tewkesbury’s Garden Town.
 - b. Inspector’s letter on the emerging Tewkesbury Borough Plan (forwarded to Members by email).
- iv. **Worcestershire County Council** – Update on Minerals Local Plan and Mineral Site Allocations Development Plan Document.
- v. **Clerks & Councils Direct** – Magazine – July 2021; Issue 136

C/205/21 Judicial Review Relating to Ashchurch Bridge Over Rail (ABoR)

- i. **Exclusion of the Public and Press** – Cllr Roberts PROPOSED that, in view of the special/confidential nature of the business about to be transacted i.e. relating to possible legal proceedings and the funding thereof, it was advisable in the public interest that the public and press were temporarily excluded, and they were instructed to withdraw.

FOR: UNANIMOUS

8:40pm – BM, BH, Cllr Godwin and Cllr MacTiernan left the meeting.

- ii. **EXCLUSION ITEMS** – Members received an update on the status of a Judicial Review against Tewkesbury Borough Council

An update following the recent Tewkesbury Garden Town Subgroup meeting, which had taken place earlier that day, was also received and it was AGREED that concerns should be forwarded to the Borough Council regarding confidentiality.

C/206/21 Correspondence received after 8th July 2021

None.

As there was no other business the meeting concluded at 8.40 p.m.