

# FULL COUNCIL AGENDA



To: Cllr J Roberts (Chairman) Cllr S Ward (Vice Chairman)  
Cllr M Barnes Cllr J Beadle  
Cllr C Blackmore Cllr T Fowler  
Cllr P Godwin Cllr P Mackenzie  
Cllr E MacTiernan Cllr E Phennah  
Cllr G Shelton Cllr S Terry

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

Date: 8<sup>th</sup> July 2022

## NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 14<sup>th</sup> September 2022**, commencing at 7.00 p.m. in the Ray Shill Room, 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, 14<sup>th</sup> SEPTEMBER 2022 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.***
  - 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 Meeting that took place on: 13<sup>th</sup> July 2022:** For approval and signature ([copy circulated to Members](#)).
5. **Matters Arising from Council Minutes/Clerks Report:**

None to report at this time.
6. **Roads & Road Safety:**
  - a) **Concerns** - 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.
  - b) **Northway Lane M5 overbridge** – To receive response from Gloucestershire County Council to the suggestion that the traffic calming is reversed.
  - c) **Community Speedwatch Fund** – To receive any updates relating to the funding application for a Vehicle Activation Sign and also to receive an update following a site meeting with Cllr Roberts, Mackenzie and Matthew Parker. To review information and determine necessary action.
  - d) **Gloucestershire County Council** – To receive a copy of the Statement of Reasons, Due Regard, Signed Public Notice, Draft Order and 2015 Order for information relating to Ashchurch Rail Station Car Park, which includes pay and display parking. To consider responding.
  - e) **Montel Civil Engineering** – An introduction to the team responsible for works on the M5 Junction 9 project. ([Copy emailed to Members](#))
7. **County Councillor's Report:** (To include any information relating to the M5 J9 display – to be presented at Northway Community Hub on 29<sup>th</sup> October 2022 between 10.00 am and 2.00 pm).
8. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 20<sup>th</sup> July 2022. ([Copy circulated to Members](#)).
9. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 20<sup>th</sup> July 2022. ([Copy circulated to Members](#)).

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10. **Finance Committee:** To receive the Minutes of the Finance Committee Meeting held on 27<sup>th</sup> July 2022. [\(Copy circulated to Members\)](#).
11. **Annual Governance & Accountability Return (AGAR):** To receive the completed limited assurance review (External Audit) for the year ended 31 March 2022. To determine any action.
12. **External Auditors** – To receive notice, under the Local Audit (Smaller Authorities) Regulations 2015, from the Smaller Authorities Audit Appointments (SAAA) (who are responsible for appointing external auditors to opted-in smaller authorities). The next 5-year appointing period is now due to be considered running from 2022-23 until 2026-27. To consider whether to accept an appointed external auditor or consider opting out and choosing an external auditor independently to undertake this process and look at the implications that come with that decision. To determine.
13. **Borough Councillor's Report:**
14. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 14<sup>th</sup> September 2022.
15. **Code of Conduct / Civility & Respect for the Local Council Sector**– To receive an update relating to the new Code of Conduct (2020/2021) and receive information about the Civility & Respect Pledge [\(copy circulated to Members\)](#). To determine action.
16. **Food Pantry /Energy Crisis**– To receive feedback following the distribution of the newsletter and any other information that might be relevant, including planning regulations relating to a container. To determine any action. (FIN/58/22 & FIN/59/22 refers).
17. **Tewkesbury Digital Hub** – To receive approach from Priors Park Neighbourhood Project about becoming a digital hub for Northway (a service that would require volunteers). To consider information and determine action.
18. **Budget Setting** – To consider approval for access to Budgeting Assistance from DCK Accounting Solutions if required. To determine.
19. **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 (Brownies have requested the usual arrangement for the Council to obtain Guide wreath on their behalf). To determine.
20. **Northway Playing Field Gate Opening** - Due to holiday from the 19<sup>th</sup> to 21<sup>st</sup> September 2022 of the Gatekeeper to consider how to manage the gate opening. To determine.
21. **Crime & Disorder:**
  - a) To receive any information relating to crime and disorder (to discuss under confidential cover if necessary).
  - b) To receive update relating to damage of the gate at Northway Playing Field and actions taken since. To approve.
  - c) In the event that there are changes to the Police and Community Support Officer (PCSO) in Northway to consider writing a letter of thanks. To determine.
22. **Virgin Media Broadband works in Northway** – To receive any comments and updates relating to these ongoing works in Northway and receive an offer of community work provided by Virgin employees. To consider whether this offer should be accepted and in what capacity. To determine action.

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23. **Scarecrow Competition** – To receive update relating to the Scarecrow competition and consider actions necessary relating to the scarecrow and how to manage its display ([copy circulated to Members](#)). To determine action.
24. **Community Hub** – To receive a request for an early hire in 2023 and consider whether to allow this. To determine action.
25. **Christmas** – To consider matters relating to Christmas i.e. Christmas Event, Christmas Party/Social, possible use of Sleigh and whether Members would volunteer to assist in sleigh collections. To determine action.
26. **James Richard's Circus** – To receive feedback following the recent visit of the circus and consider whether they should be allowed / invited to visit again. To also consider use of donated funds. To determine action.
27. **Correspondence for Action:**
  - a) **Tewkesbury Borough Council:**
    - i. Licensing Consultation: Mandatory CCTV in licensed vehicles – To consider responding to this consultation ([copy circulated to Members](#)). To agree.
    - ii. Details of the Tewkesbury and Cheltenham Borough Mayors' Charity Raceday at Cheltenham Racecourse. £80 per person.
  - b) **Gloucestershire Association of Parish & Town Councils (GAPTC)** – To consider attendance on any courses/events. To determine.
28. **Correspondence for Information:**
  - a) **Gloucestershire County Council:** News update re: Cycleway improvements, Tour of Britain and Project Gigabit (email forwarded to Members)
  - b) **National Association of Local Councils:**
    - i. Newsletter – 6<sup>th</sup> September 2022.
    - ii. Chief Executives Bulletin 11.07.22, 12.08.22, 26.08.22
  - c) **Society of Local Council Clerks:**
    - i. Newsletter relating to training sessions.
    - ii. Details of National Conference taking place in Leicestershire in November.
  - d) **Tewkesbury Borough Council:**
    - i. Press Releases: 'Tewkesbury welcomes Tour of Britain for stage six of the men's race and 'Joint Operation combats environmental crime'
    - ii. Parish Matters 2022 Issue three (forwarded to Members)
29. **Correspondence Available in the Clerk's Office**
  - a) **Tewkesbury Know Your Patch** – Details of next meeting.
  - b) **Gloucestershire Carers Hub** – Information relating to services provided.

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30. **Youth Club / Youth Work :**
- a) To receive an update relating to the work of Young Gloucestershire over the summer holidays.
  - b) To receive confirmation that a new provider has been appointed to continue youth work from the village hall.
  - c) To consider whether the Parish Council wish to fund any other youth activities during the current financial year. To determine.
31. **Correspondence received after 8<sup>th</sup> September 2022.**

The next meeting of the Full Council will be Wednesday, 12<sup>th</sup> October 2022