

Minutes of the Council Meeting held on Wednesday, 8th May 2024

In the Ray Shill Room, Northway Community Hub, Northway, commencing at 7:00 p.m.

Present: Cllr M Barnes (Chairman) Cllr J Roberts (Vice-Chair)
Cllr J Beadle Cllr G Fancourt
Cllr P Godwin Cllr P Mackenzie
Cllr E MacTiernan Cllr G Shelton
Cllr S Terry

In Attendance: County Cllr V Smith, Gloucestershire County Council
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/114/24 Apologies for Absence

Apologies for absence had been received from Cllr Poole.

C/115/24 Public Participation

No members of the public were present.

C/116/24 Declarations of Interest

No declarations of interest were made, as required by the Code of Conduct adopted by the Parish Council on 12th April 2023 (Minute Ref C/85/23).

C/117/24 Minutes of Previous Council Meeting

Cllr Shelton PROPOSED that the Minutes of the Full Council Meeting held on 10th April 2024 were approved as a true and accurate record. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/118/24 Matters Arising from Council Minutes/Clerks Report

C/84/24 Roads & Road Safety – More brackets and jubilee clips had been requests for the VAS posts.

C/84/24 Roads & Road Safety – The Clerk confirmed that she had reported the presence of items in the culvert behind Apple Tree Court to Tewkesbury Borough Council. A response was received advising that the issue had been logged, however, due to a substantial backlog of visits they would be unlikely to visit for a couple of months. Cllr Roberts confirmed that the issue appeared to have been resolved.

GP/94/24 Warm Space – Letters of thanks had been sent to Woody's Farm Shop and a volunteer helper.

GP/95/24 Youth Work – Northway Youth Club Trustees had been informed that the Council was agreeable to part funding a further year of Boxing lessons.

Cllr Godwin had tried to obtain details of Northway Youth Club's finances but Mr Winrow, Youth Club Trustee, had asked that the Clerk contact him directly to request this information. Cllr MacTiernan PROPOSED that the Clerk should email and request details of the how much the Youth Club Trustees had in their bank account and their response should be received at the June Full Council Meeting. Cllr Mackenzie SECONDED.

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C/118/24 Matters Arising from Council Minutes/Clerks Report (continued)

FOR: Cllr MacTiernan Cllr Mackenzie
 Cllr Barnes Cllr Beadle
 Cllr Fancourt Cllr Roberts
 Cllr Shelton Cllr Terry

ABSTENTIONS: Cllr Godwin

C/119/24 Roads & Road Safety

- a. **Issues of Concern** – Cllr Mackenzie reported that, after collecting the spare VAS battery, he found it to be faulty – showing fully charged when it was not. He felt this could be down to how long the batteries were in storage before the VAS posts were finally installed, due to this, he felt that both VAS batteries needed replacing. Cllr MacTiernan PROPOSED that the Council should try and get replacement batteries provided for free before considering purchase of them. Cllr Terry SECONDED.

FOR: UNANIMOUS

Cllr Roberts reported that there were a lot of potholes along Hardwick Bank Road, leading up to the motorway bridge.

The Clerk reported that the Warren Road footpath had been resurfaced, she had queried why the Council's second priority was addressed before the Spine footpath, which had been top priority (Min Ref: C/35/24 refers). The Local Highways Manager had explained that the Spine had not been done because the cost was significantly more, however, they were still exploring options for this footpath.

- b. **Request for Closure of Alleyway** – A resident had written to request closure of the alleyway that ran from Kingston Road to Northway Lane due to the amount of antisocial behaviour that took place along there. The request had been forwarded to the Local Highways Manager who advise that, if the police requested closure of the alleyway, he would be happy to work alongside them on this.

Members considered what might happen if the alleyway was closed and whether it might just move the problem elsewhere. Cllr Roberts PROPOSED that the local PCSO's should be asked to give the alleyway more attention during patrols in the hope of reducing the amount of antisocial behaviour. Cllr Terry SECONDED.

FOR: UNANIMOUS

7.28pm – Cllr Roberts left the meeting.

C/120/24 County Councillor's Report

A County Councillor report had been forwarded to the Parish Office, this had been circulated to Members.

Cllr Smith commented that the Warren Road footpath was much improved following recent resurfacing work. He explained that it was more cost effective to use Highways Local funds to cover the cost of resurfacing the Spine (footpath between The Park and Hardwick Bank Road), which would be in the programme later that year.

Unfortunately, Cllr Smith had been advised that he could not fund repainting of the disabled bays at The Northway Centre as he had initially promised. These had to be addressed as part of a package with the Traffic Management Team. He assured that he was working with the Clerk and, hopefully, the issue would soon be resolved.

The Clerk added that she had been assured that local Civil Enforcement Officers were now aware that not all of the parking spaces were disabled bays.

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C/120/24 County Councillor's Report (continued)

Cllr Smith said that he had been asked to continue as Chair at the County Council for a further year, he would endeavour to attend Northway Parish Council meetings as often as possible and would continue to work with the Clerk on any issues and allocate Highways Local funds locally.

7.35pm – County Cllr Smith left the meeting.

C/121/24 Planning Committee

Members received the Minutes of the Planning Committee Meeting held on 17th April 2024.

C/122/24 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 17th April 2024.

C/123/24 Finance Committee

Members received the Minutes of the Finance Committee Meeting held on 24th April 2024.

C/124/24 Borough Councillor's Report

Cllr MacTiernan reported that the Borough Council was going out to consultation on a new Borough Plan.

The Annual Council Meeting was due to take place the following week, and the Mayor Making Ceremony at Tewkesbury Abbey.

Consultation was still taking place on possible renaming of the Council, Cllr MacTiernan anticipated that, following this, a decision would be made in July. Cllr Barnes queried whether the rename would cost the Borough Council a lot of money. Cllr MacTiernan assured that it would cost very little mainly due to the fact that the Borough had a good in-house team who could create the logo and most signage and equipment would not be changed until they required replacing.

C/125/24 Council Accounts

Cllr MacTiernan PROPOSED that the accounts for payment, totalling £20,510.66, should be approved. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/126/24 Insurance

Cllr MacTiernan PROPOSED that the Council entered into a three-year agreement with Zurich insurance, as recommended by the Finance Committee (Min Ref: FIN/28/24 refers). Cllr Terry SECONDED.

FOR: UNANIMOUS

C/127/24 Tewkesbury Garden Communities

- a. **Garden Communities Parish Liaison Group** - Cllr Barnes gave a short report following his attendance at meetings of the Parish Liaison Group. He mentioned that they had discussed flooding at the last meeting and had a talk from a Water Engineer regarding the creation of soakaways.

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C/127/24 Tewkesbury Garden Communities (continued)

- b. **Marrons / The Consortium** – Cllr Barnes PROPOSED that in view of the special / confidential nature of the business that was not yet in the public domain and of a contractual nature, it was advisable in the public interest that the public and press were temporarily excluded and were instructed to withdraw.

Members received informal notes of a meeting with Marrons under confidential cover.

The Clerk confirmed that approximately 100 people had attended the public event which Marrons ran from the Community Hub on 13th April 2024.

- c. **Charter** – Cllr Barnes explained that the Borough Council were keen for councils to sign the Stakeholder Endorsement for the Charter for the Tewkesbury Garden Communities. If this was not signed by a good number of councils, the Borough Council would not be able to hold developers to certain standards. It was felt that, even though the Parish Council had no choice as to whether houses would be built, signing the charter would put pressure on the developers to do what was best for the local area. Members agreed that, in signing the Charter, the Council would not be endorsing any development.

Cllr MacTiernan PROPOSED that Northway Parish Council should sign the Charter. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

C/128/24 Northway Pantry

- a. The Clerk advised that she was still awaiting information from Johnsons regarding possible installation of a canopy (or similar) for the garden room. It was AGREED that this should, again, be deferred until the relevant information was available.

7.52pm – Cllrs MacTiernan and Mackenzie left the meeting.

- b. The Clerk explained that Pantry volunteers had expressed concern that people were smoking too close to the building while it was operating, this could have a negative effect on its food hygiene rating.

Cllr Terry PROPOSED purchase of a bench to be situated at the other end of the Hub grounds which could be used by smokers, a 'No Smoking' sign should be affixed to the Pantry door and an announcement made at Luncheon Club asking people not to smoke by the Pantry.

Cllr Fancourt PROPOSED that the, new bench should act as an unofficial smoking area only during Northway Pantry opening hours. Cllr Terry accepted this amendment to her proposal. Cllr Godwin SECONDED.

FOR: UNANIMOUS

7.55pm – Cllrs MacTiernan and Mackenzie rejoined the meeting.

- c. The Clerk confirmed that CCP (Caring for Communities and People) were running dept and housing advice drop-in sessions at the Community Hub on the first and third Wednesday of each month.

C/129/24 Coronation Art & Kings Portrait

- a. **Postcards** – Cllr Terry provided an update following her visit to Northway Infant School and Carrant Brook Junior School to deliver postcards of the Coronation mural and read out the letter from Buckingham Palace. It was noted that some of the students who had contributed artwork towards the mural were now at Tewkesbury Academy, Cllr Terry offered to make enquiries regarding whether they could also be provided with postcards.

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C/129/24 Coronation Art & Kings Portrait (continued)

Cllr Terry mentioned that both of the schools had been keen to keep up contact with the Parish Council and included in future engagement.

- b. **Kings Portrait** – It was confirmed that the framed portrait of King Charles was now hanging in the Ray Shill Room (Min Ref: FIN/30/24 refers).

C/130/24 Carrant Brook Junior School

Cllr Terry mentioned that she had been asked to present some awards whilst she had been visiting Carrant Brook Junior School. One of the students, nine-year-old Oscar Brown, had raised £3,000 for the Wallace and Gromet appeal at Bristol Hospital and Acorn charity. Members felt that this was a great achievement which should be acknowledged in some way, perhaps at the Parish Assembly with a Certificate of Appreciation. Cllr MacTiernan PROPOSED that, in the meantime, a card should be sent to Oscar. Cllr Beadle SECONDED.

FOR: UNANIMOUS

C/131/24 Policy Relating to Donation Requests

Members considered whether the Council should reinstate its Donation policy which had been previously suspended. Cllr MacTiernan said that she would be in support of the Council giving donations to groups and causes which were of benefit to Northway.

Cllr MacTiernan PROPOSED that the policy was reinstated for the 2025/26 period and the value for donations should be established at the budget setting meeting. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/132/24 Crime & Disorder

- a. **Crime Figures** – The Clerk passed on crime figures for March 2024 which amounted to 27 crimes. It was noted that this total figure comprised of 10 violence and sexual offence, 9 antisocial behaviour, 5 criminal damage and arson and 3 other crimes.
- b. **Crime & Disorder** – The Clerk passed on an email from a resident regarding antisocial behaviour on the Playing Field. In addition to the setting of a fire by the BMX humps, he mentioned that a brick was thrown into a garden backing the walkway between Warren Road and the Industrial Estate, this had nearly hit the resident and her dog who were in the garden at the time.
- c. **Gloucestershire Constabulary Stakeholder Report** – This document had been circulated to Members by email.
- d. **Police/Community Safety Partnership** – The Clerk confirmed that Log Sheets had been provided for residents to use for people experiencing antisocial behaviour.

C/133/24 Correspondence for Action

- a. **Gloucestershire Association of Parish and Town Councils (GAPTC)** – The Clerk passed on details of upcoming training courses. Cllr Barnes expressed an interest in attending 'In The Hot Seat: Being an Effective Chairman'. AGREED.

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C/134/24 Correspondence for Information

- a. **Tewkesbury Borough Council** – Press Release: ‘Flooded communities to be visited by National Flood Forum and Partner Support Teams’.
- b. **National Association of Local Councils** – Chief Executive’s Bulletin 18/04/24, 25/05/24.
- c. **Gloucestershire Health and Care NHS Foundation Trust** – Vaccination and Health Clinic for over 75-year-olds taking place at Northway Community Hub on 29th May 2024.
- d. **Gloucestershire Community Foundation** – Information regarding a volunteer role on the grant panel at the foundation as well as information relating to GCF’s High Sheriff Fund grants programme.

C/135/24 Correspondence Available in the Clerk’s Office

- a. **Tewkesbury Know Your Patch** – Weekly roundup 26/04/24.
- b. **Society of Local Council Clerks (SLCC)** – Minutes of meeting of the National Forum that took place on 3rd April 2024.
- c. **Clerks and Councils Direct** – May 2024, Issue 153.

C/136/24 Correspondence Received After 1st May 2024

- a. **National Association of Local Councils (NALC)** – Chief Executive’s Bulletin (2nd May 2024).
- b. **Society of Local Council Clerks (SLCC)** – The Clerk magazine, May 2024.
- c. **Tewkesbury Borough Council** – Press Release: ‘Waste and recycling collections following the Early May Bank Holiday.’
- d. **Fit for Life Gloucestershire** – Newspaper article on exercise class running at the Community Hub and message of thanks from the coordinator for the Council’s support.
- e. **Gloucestershire Association of Parish and Town Councils** – Copy of NALC model Financial Regulations 2024.
- f. **Skatepark** – Cllr Barnes thanked the Clerk’s Assistant for her efforts in applying for funding from the National Lottery towards the skatepark, the application for which had been approved.

As there was no further business the meeting concluded at 8.20pm.