

**Minutes of the Council Meeting held on Wednesday, 8<sup>th</sup> December 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/316/21) Cllr E MacTiernan  
Cllr G Shelton Cllr S Terry  
Cllr T Treacy

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

C/298/21 **Apologies for Absence**

Apologies had been received from Cllr Mackenzie, Cllr Phennah and County Cllr Smith.

C/299/21 **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

No items were raised for discussion.

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

FOR: UNANIMOUS

C/300/21 **Declarations of Interest**

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

C/301/21 **Previous Minutes**

Cllr Godwin PROPOSED that the Minutes of the Full Council Meeting that took place on 10<sup>th</sup> November 2021 should be approved as a true and accurate record. Cllr Terry SECONDED.

FOR: Cllr Godwin Cllr Terry  
Cllr Blackmore Cllr MacTiernan  
Cllr Shelton Cllr Treacy  
Cllr Ward

ABSTENTIONS: Cllr Barnes Cllr Roberts

C/302/21 **Matters Arising from Council Minutes/Clerks Report**

**C/265/21 & C/279/21 Build Back Better Grant** – This grant had been received.

**C/289/21 Heritage Assets** – The Clerk informed members that the Council's submissions would be considered at a panel meeting in January 2022.

**C/285/21 Carbon Neutral Working Party** – Cllr MacTiernan had been unable to submit an application for funding towards tackling climate change before the deadline expired.

## NORTHWAY PARISH COUNCIL

### C/302/21 Matters Arising from Council Minutes/Clerks Report (continued)

**C/290/21 Christmas Events** – The Clerk passed on comments of thanks from several attendees of the Christmas party.

Members considered sending letters of thanks to several people and organisations who had helped make the Christmas event a success. Cllr Roberts PROPOSED.

FOR: UNANIMOUS

### C/303/21 Roads & Road Safety

a. **Issues of Concern** – Cllr Shelton had emailed the office to express confusion over County Cllr Smith's previous offer to "offer financial support towards a VAS where the Council had wanted one previously" (Min Ref: C/281/21 refers). Members were reminded that the Council had already obtained financial support towards a VAS and had only required permission to site it along The Park. He had wondered if County Cllr Smith was offering to support purchase of a further VAS. It was AGREED that the Council should note these points and await to see how things progressed.

b. **Village Gateways** – Cllr Ward PROPOSED that the Council accepted County Cllr Smith's offer of support to install village gateways at the entrances into Northway.

Cllr MacTiernan asked the Clerk to confirm whether County Cllr Smith would be funding the entire cost of the gateways.

Cllr Shelton SECONDED Cllr Ward's PROPOSAL.

FOR: UNANIMOUS

c. **Speed Humps Consultation** – Members were reminded of the Local Highway Manager's suggestion that the Council consulted with members of the public about extending the humps along The Park.

Cllr MacTiernan queried who would be paying for the humps to be extended, if it got to that stage. It was believed there would be no cost to the Parish Council.

Cllr MacTiernan PROPOSED that the Council used SurveyMonkey to engage with residents on this. Cllr Terry SECONDED.

FOR: UNANIMOUS

d. **Grange Road (Level Crossing)** – Details of a temporary road closure to carry out essential maintenance between 11.00pm on 30<sup>th</sup> January 2021 (Min Ref: C/280/21 refers).

### C/304/21 County Councillor Report

County Cllr Smith had circulated a report via email and this had been forwarded to all Members of the Council. The Clerk also passed on County Cllr Smith's apologies for forgetting to attend the Parish Council's Christmas event and party.

### C/305/21 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 17<sup>th</sup> November 2021.

### C/306/21 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 17<sup>th</sup> November 2021.

C/307/21 **Borough Councillor Report**

Cllr MacTiernan informed Members that Tewkesbury Borough Council (TBC) were proposing removal of parish councils' right to make representations that some planning applications were passed to Committee rather than delegated to an officer for a decision. She explained that the meetings were usually very lengthy, and some councils needed educating on what was a valid reason for objecting. The decision had since been deferred to allow the Borough Council time to properly inform and consult with parishes and explain the reasoning behind the proposal.

The Clerk had forwarded an email from GAPTC raising their concerns regarding the proposal. Members confirmed that this had been received.

Cllr MacTiernan also reported that she had attended a Garden Town Working Group meeting earlier that day. Tewkesbury Borough Council had taken on a new company (SEC Northgate) who had been recommended by Ashchurch Rural Parish Council's Planning Consultant and, at the meeting, they had given a presentation on 'Community Engagement Strategy'.

TBC had recently employed a Communications Officer part time who planned to engage with Parish Council's and young people (working alongside Young Gloucestershire).

Cllr MacTiernan added that TBC was also going through the procurement process of getting another marketing firm in place so Jonathan Dibble anticipated that new material would be available by the end of the financial year.

C/308/21 **Society of Local Council Clerks**

Cllr Terry PROPOSED renewal of the Council's subscription to the Society of Local Council Clerk's (SLCC) at a cost of £270.00. Cllr Barnes SECONDED.

FOR: UNANIMOUS

C/309/21 **Council Accounts**

Members received the schedule of bills paid and cheques for payment which totalled £14,339.44. It was noted that the new battery which had been purchased was for the defibrillator outside of the Community Hub and not the Northway Centre as stated on the presented accounts. Cllr MacTiernan PROPOSED that the accounts for payment be approved, with the amendment. Cllr Shelton SECONDED.

FOR: UNANIMOUS

C/310/21 **Northway Community Hub**

- a. **Caring for Communities & People (CCP)** – This group restarted drop-in sessions in November.
- b. **Free Events** – Members were reminded of the free, over 60's, cream tea event that had been permitted to take place in November (Min Ref: C/264/21 refers). It was noted that this had been very successful and some residents had insisted on leaving donations which the host hoped to use towards the cost of another event and, going forward, further donations could be used to keep it sustainable.

Cllr MacTiernan PROPOSED that free use of the Hub should be permitted on this basis going forward. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

- c. **Defibrillator Training** – Members were reminded that free defibrillator training was being provided at the Hub on 21<sup>st</sup> January 2021, the Clerk reported that fourteen people had already booked to attend. Cllr Ward suggested this event was re-advertised on Facebook.

## NORTHWAY PARISH COUNCIL

### C/311/21 Internal Audit Report 2021/22 (Interim)

Members had been circulated a copy of the Interim Internal Audit Report provided by Auditing Solutions Ltd. It was noted that there were no reasons for concern and that some things would be reviewed further at year end. Cllr Roberts thanked the Clerk for her part played in the completion of this.

Cllr Terry PROPOSED acknowledgement of receipt of the Report and that, as this time, no further actions were necessary. Cllr Ward SECONDED.

FOR: UNANIMOUS

### C/312/21 Correspondence for Action

- a. **Carrant Brook Junior School** – The School had requested that the Council advertised a governor vacancy in the next newsletter. Members AGREED approval of this, subject to space and the vacancy not being filled before then.
- b. **Gloucestershire Rural Community Council** – Members had been circulated a Parish Survey for completion. Cllr Ward PROPOSED that the Chairman and office staff should complete this on the Council's behalf. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- c. **Tewkesbury Borough Council Housing Strategy** – Members had been circulated details of this consultation. Cllr Godwin explained that the Borough Council was trying to identify areas for housing and put into perspective the need for social or private accommodation.

Cllr Barnes PROPOSED that Members should respond to this consultation individually. Cllr Terry SECONDED.

FOR: UNANIMOUS

- d. **Gloucestershire County Council** – Members were given details of a workshop being held to launch the development of a new Road Safety policy for GCC. This could be attended physically or virtually but there was a requirement to book in.

### C/313/21 Crime & Disorder

- a. **Issues** – Cllr Roberts wanted to acknowledge PCSO Simpson's (and his colleagues') recent work in Saxon Park (Min Red: C/293/21 refers), where a closure order was obtained. Cllr Ward agreed with this and mentioned there was another local property that PCSO Simpson was heavily involved with.
- b. **Community Building Workshop** – Cllr MacTiernan gave a report following her attendance at this workshop on 18<sup>th</sup> November 2021, which she had found proactive and useful. Cllr MacTiernan also mentioned that, as a result of the workshop, she was waiting to hear from PCSO Simpson who wanted to find a way of helping move things forward with regard to local young people.

### C/314/21 Correspondence for Information

- a. **National Association of Local Councils** – Chief Executive's Bulletin 19<sup>th</sup> November 2021 and 26<sup>th</sup> November 2021.
- b. **The Clerk Magazine** – Volume 52; No. 6.

## NORTHWAY PARISH COUNCIL

### C/314/21 Correspondence for Information (continued)

#### c. **Tewkesbury Borough Council**

- i. Community Magazine
  - ii. World Leading Environment Act Becomes Law.
- d. **Tewkesbury Garden Town Sub Group with ARPC and NPC** – Details of forthcoming meetings for 2022.
- e. **Clerks & Councils Direct** – Magazine – November 2021; Issue 138.
- f. **Tewkesbury Know Your Patch** – Agenda for November meeting.
- g. **Pollution Monitors** – Cllr Shelton had confirmed that the pollution monitor was live on the Borough Council's website.

### C/315/21 Correspondence Available in the Clerk's Office

- a. **Tewkesbury Foodbank** – Newsletter.

### C/316/21 Property Matters / Youth Club / Trustees

7.50pm – Cllr Godwin left the meeting.

- a. **Notes of Meeting** – Members had been circulated notes of the meeting between Northway Youth Club Trustees and Members of the Parish Council on 26<sup>th</sup> October 2021.
- b. **Further Meeting(s)** – It was noted that a further meeting with Northway Youth Club Trustees had been suggested in order to allow for an update on changes made in running of the Youth Club. Cllr Roberts felt this would be beneficial.

The Clerk reported that the Trustees had forwarded an email from one of the youth workers asking for a meeting with the Parish Council to discuss arrangements for the senior youth club sessions. This email was read to Members.

- c. **Exclusion Items** - Cllr Roberts PROPOSED that, in view of the special/confidential nature of the business about to be transacted i.e. relating to a current lease and associated matters, it was advisable in the public interest that the public and press were temporarily excluded, and they were instructed to withdraw.

FOR: UNANIMOUS

A discussion was held under exclusion and as a result Cllr Terry PROPOSED that the Council should agree to a meeting with the Trustees subject to an agenda being provided. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

It was further AGREED that the youth worker(s) should be permitted to attend if the Trustees did not object.

### C/317/21 Correspondence received after 2<sup>nd</sup> December 2021

- a. **GAPTC** – Concerns regarding Borough Council's consideration to reduce the ability of parish/town councils having their representations brought to the attention of the planning committee.

## NORTHWAY PARISH COUNCIL

C/317/21 **Correspondence received after 2<sup>nd</sup> December 2021** (continued)

- b. **Robert Hitchins** – Press release ‘Major flagship Dobbies garden centre starts to take shape as leisure anchor for Cotswold designer outlet’. Members asked for a copy to be forwarded to them.
- c. **Tewkesbury Borough Council**
  - i. Covid-19 Update.
  - ii. Press release ‘Help preserve Tewkesbury Borough’s unique character’.
- d. **NALC** – Chief Executive’s Bulletin.

The Clerk mentioned that she had emailed Cllrs Blackmore, Terry, Shelton and Treacy about a Working Party meeting to discuss the Queen’s Platinum Jubilee celebrations but only Cllr Blackmore had replied. Cllr Terry said she would be unable to attend a meeting until after Christmas, however Cllrs Blackmore and Treacy confirmed they would be able to meet the following week to start putting together a Terms of Reference and come up with some ideas.

As there was no other business the meeting concluded at 8.10 p.m.