

Minutes of the Council Meeting held on Wednesday, 8th March 2023

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

Present: Cllr J Roberts (Chairman) Cllr S Ward (Vice-Chairman)
Cllr M Barnes Cllr J Beadle
Cllr C Blackmore Cllr P Godwin (until/from C/63/23)
Cllr P Mackenzie Cllr E MacTiernan (until/from C/64/23)
Cllr S Terry

In Attendance: Local Residents (x2) (until Min Ref: C/50/23)
County Cllr Smith, Gloucestershire County Council (until Min Ref: C/55/23)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/49/23 Apologies for Absence

Apologies had been received from Cllr Shelton and Cllr Phennah.

C/50/23 Public Participation

The two residents present at the meeting introduced themselves to Members and explained that they were interested in hiring the Community Hub for a family party on Christmas Day. Members asked questions to assist with making a decision on whether to permit the hire later in the meeting (Min Ref: C/66/23 refers) It was established that they would like the building between 10am – 5pm, there would be approx. 22 people in attendance (7 under 18's), the kitchen would be used for cooking, very few people would be driving or need access to the car park, music would be played but not loudly and they would leave the building as found.

7.12pm – Residents left the meeting.

C/51/23 Declarations of Interest

Cllr Godwin declared an interest in item 15 on the agenda (Boxing). No further 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/52/23 Minutes of Previous Council Meeting

Cllr Godwin PROPOSED that the Minutes of the Full Council Meeting held on 8th February 2023 should be approved as a true and accurate record. Cllr Terry SECONDED

FOR: Cllr Godwin Cllr Terry
Cllr Beadle Cllr Blackmore
Cllr Mackenzie Cllr MacTiernan
Cllr Roberts Cllr Ward

ABSTENTIONS: Cllr Barnes Cllr Roberts

C/53/23 Matters Arising from Council Minutes/Clerks Report

C/26/23 Roads and Road Safety – National Grid had restored electricity to the lights on Northway Lane (by The Northway).

C/26/23 Roads and Road Safety – VAS – The proposed locations for poles had been forwarded to Gloucestershire County Council (Highways) and the Community Speedwatch Team for approval.

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C/53/23 Matters Arising from Council Minutes/Clerks Report

C/33/23 Arnold-Baker on Local Council Administration – A copy of this book had been ordered.

C/54/23 Roads & Road Safety

Cllrs Mackenzie and Godwin mentioned the need for hatched markings along Shannon Way (by the junction for Travelodge) and Aschchurch Road (by the junction for Alderman Knight School). County Cllr Smith said that he would raise this with National Highways.

Cllr Beadle commented that, since the bridge had been resurfaced, the rest of Northway Lane looked terrible. County Cllr Smith said that he was putting forward a scheme designed to continue along Northway Lane for later in the year.

C/55/23 County Councillor's Report

Cllr Smith advised that a consultation regarding M5 Junction 9 would be out in July, he hoped to hold a drop in session during the consultation period.

The Highways Local budget had been approved and so County Cllr Smith confirmed that he would be happy to help the Parish Council with weed killing again that year. He also suggested that the Road Safety Committee put forward some ideas such as footpath resurfacing to be considered, ideally these needed to be received before May/June. Cllr Ward recalled that the Council's previous lists would still be valid and suggested that these were re-sent to County Cllr Smith for prioritisation.

County Cllr Smith mentioned the Build Back Better Fund and how he would like to support local groups in Northway. He had supported Northway Preschool Playgroup and was also in talks with Boxing Clever. Cllr Ward felt that it would be good if the Build Back Better Fund was able to support Play Ranger sessions in Northway.

Cllr Barnes highlighted that the light up bollard was still missing from the Northway Lane motorway bridge, The Clerk confirmed that Gloucestershire County Council's street lighting team planned to replace this. County Cllr Smith offered to chase this issue up if the Clerk was able to forward him the email chain relating to it.

7.28pm – County Cllr Smith left the meeting.

C/56/23 Planning Committee

Members received the Minutes of the Planning Committee Meeting held on 15th February 2023.

C/57/23 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 15th February 2023.

C/58/23 Finance Committee

The Minutes of the Finance Committee Meeting held on 1st February 2023 were not yet available.

C/59/23 Borough Councillor's Report

Cllr MacTiernan reported that the Borough Council's was advertising for an Executive Director Place, this was a new post and the person appointed would become a member of the corporate team and responsible for

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C/59/23 Borough Councillor's Report

everything to do with planning and relating to the Garden Town. The current Planning Director, Sandra Ford, would be leaving the Borough Council in June.

She added that the pre-election period (purdah) was due to start soon.

C/60/23 Council Accounts

- i. Cllr Godwin mentioned that she had seen three boys trying to damage the wheelchair swing. She was encouraged to report any incidents to the police who had advised that they would consider damage to the wheelchair swing a hate crime and so take it very seriously.

Cllr Terry PROPOSED that the accounts for payment, totalling £21,099.65, should be approved. Cllr Ward SECONDED.

FOR: UNANIMOUS

- ii. Cllr Ward confirmed that he had undertaken a check of the petty cash.

C/61/23 Zoom

Members considered whether it was necessary to continue with the Parish Council's paid subscription to Zoom. Cllr Mackenzie PROPOSED that the subscription was cancelled, due to it no longer being required. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

C/62/23 Play Gloucestershire

It was noted that the Clerk had been required to attend the Playing Field on her day off to unlock and lock up for Play Gloucestershire's Play Rangers on 24th February.

Their session at Northway Playing Field had been very successful with at least 120 children and their parents turning up to play. Due to Play Rangers having some extra funding available to them, breakfast and lunch had been provided and there had been a big uptake on this.

One of the Play Rangers, who used to live in Northway, had noted the huge increase in dogs and dog walkers using the field.

It was confirmed that Play Rangers were booked to revisit Northway on 4th and 13th April, in the Easter holidays. The Youth Club Trustees had confirmed they had no objections to use of the toilets again.

Cllr Ward PROPOSED that the Parish Council should book Play Rangers for one day a week over the summer holidays and during the October school holidays, subject to availability. Cllr Terry SECONDED.

FOR: UNANIMOUS

Members received a card from a local child thanking the Parish Council for funding the Play Rangers session in February which she had enjoyed attending.

C/63/23 Boxing

7.47 – Cllr Godwin left the meeting.

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C/63/23 **Boxing** (continued)

The Clerk reported that Boxing Clever sessions at Northway Village Hall were still extremely popular. PCSO Magovern had recently attended and had been very impressed with what was taking place.

Cllr MacTiernan PROPOSED that, if the Youth Club Trustees were agreeable to match-funding, the Parish Council should continue to support the Boxing for the next financial year – providing there was sufficient funding available. If there was not sufficient funding, the Council should match fund for six months. Additionally, the Parish Council should apply to the Build Back Better fund towards its contribution. Cllr Beadle SECONDED.

FOR: UNANIMOUS

7.52pm – Cllr Godwin re-joined the meeting.

C/64/23 **Food Pantry**

- a. **Tewkesbury Borough Planning** – The Clerk confirmed that the Parish Council had been successful in its application for £5,000 from the Community Food Project Fund (Tewkesbury Borough Council), this was subject to certain conditions.
- b. **Tewkesbury ILP (Young Gloucestershire)** – Tewkesbury ILP had withdrawn their offer of £2,000 towards the food pantry due to project still being in the early stages of development, therefore, the funding had been allocated elsewhere (Min Ref: C/35/23 refers).
- c. **Planning** – Tewkesbury Borough Council had confirmed that the Parish Council would not require planning permission for a small, ancillary building not exceeding 4m in height and in-keeping with the Community Hub. Photographs were tabled of secure, outbuildings that would be well suited to the site ranging between £8,000 - £12,000.

Debate was had as to whether or not this would be viable. A total of £12,000 was allocated towards the project but the grant from Tewkesbury Borough Council could only fund ancillary costs of a food pantry (shelving, fridges, etc.), not purchase of a building.

Cllr Blackmore felt that a Community Fridge should be progressed ahead of a Food Pantry, however, it was argued that the money from TBC was specifically for a Food Pantry.

8.10pm – Cllr MacTiernan left the meeting.

Cllr Mackenzie offered to write to local businesses appealing for financial support towards purchase of a building for the Food Pantry. He also suggested that he might know someone who could connect the building to the Hub's electricity once it was in place.

8.11pm – Cllr MacTiernan re-joined the meeting.

Cllr Terry PROPOSED that further consideration of a Food Pantry was deferred until the next Full Council Meeting at which point Members would, hopefully, have a better idea as to whether or not the project would be viable. Cllr Ward SECONDED.

FOR:

Cllr Terry	Cllr Ward
Cllr Barnes	Cllr Beadle
Cllr Godwin	Cllr Mackenzie
Cllr MacTiernan	Cllr Roberts

AGAINST: Cllr Blackmore

Cllr Roberts PROPOSED that the Parish Council authorised Cllr Mackenzie to send letters to local businesses asking them to 'pledge' a donation toward the Food Pantry project.

FOR: UNANIMOUS

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C/64/23 Food Pantry (continued)

- d. **Fridge Location** – It was AGREED that this should be deferred until the next meeting, if relevant.
- e. **Update** – No further updates were available.

C/65/23 Events Working Party

Cllr Terry provided an update on planning of the Coronation Trail and Cream Tea. Meetings had taken place with local schools, Sycamore Chapel's art group and Rachel Goodchild who organised the Scarecrow Trail in Northway the year before. Cllr Roberts had been researching scones, jam and clotted cream and an order was being placed with Drapers. Cllr Blackmore had put together a Risk Assessment relating to the event.

C/66/23 Community Hub Hire

A request had been received for use of the Community Hub on 25th December 2023 (Min Ref: FIN/16/23 and C/50/23 refer). The potential hirers had attended earlier in the meeting to answer any questions.

A debate was had as to whether or not the hourly rate should be raised for Christmas Day, however, it was felt that it would be more appropriate to request a higher deposit due to the fact that there would be a delay in when the Caretaker would be able to check how the building had been left.

Cllr Terry PROPOSED that a deposit of £100 should be required from hirers using the Community Hub on Christmas Day. Cllr Barnes SECONDED.

FOR: UNANIMOUS

Cllr Roberts suggested that the hire forms should make reference to Christmas hires and the requirement for £100 deposit so that it did not need to come back to Full Council for future debate.

Cllr Blackmore PROPOSED that the Parish Council agreed to this hire, subject to a deposit of £100, and that it was made clear that the deposit would only be returned if the building was left as found. Cllr Terry SECONDED.

FOR: Cllr Blackmore Cllr Terry SECONDED
Cllr Barnes Cllr Godwin
Cllr Mackenzie Cllr Roberts

AGAINST: Cllr Ward

ABSTENTIONS: Cllr Beadle Cllr MacTiernan

C/67/23 Crime & Disorder

A police report had not been received due to PCSO Magovern being on leave. The Clerk mentioned that the Community Police vehicle had parked in Lee Road for most of the day on 7th March and there had been a good uptake.

C/68/23 Correspondence for Action

- a. **Gloucestershire Association of Parish & Town Council's (GAPTC)** - The Clerk listed upcoming training events.

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C/69/23 Correspondence for Information

- a. **Clerks & Councils Direct Magazine** Issue 146 March 2023
- b. **Tewkesbury Borough Council Press Release:**
 - 'Council sets budget for 2023/24'
 - King Charles III coronation – how to host a street arty and spend a day volunteering.
 - Tewkesbury to receive fully accessible toilet facilities.
- c. **Society of Local Council Clerks (SLCC)** – Details of Gloucestershire Branch networking meeting.
- d. **National Association of Local Councils:**
 - Chief Executive's Bulletin 10.2.2023 & 24.2.2023.
 - Event – Social isolation and loneliness from the local council perspective

C/70/23 Correspondence Available in the Clerk's Office

- a. **Gloucestershire Carer's Hub** - Newsletter for March 2023.
- b. **National Highways** – Update relating to safety barrier upgrades on the M5 between junction 6 and 7.
- c. **Age UK** – To receive details of a new walking group in Northway for over 75's as well as updated version of groups and activities in Tewkesbury.

C/71/23 Tewkesbury Garden Town Meeting with Ashchurch Rural Parish and Northway Parish Sub-Group

It was noted that Cllr Barnes was due to attend a workshop for Members of the Tewkesbury Garden Town Sub-Group. Cllrs Roberts and Beadle were unable to attend due to work commitments.

C/72/23 Correspondence received after 2nd March 2023

- i. **National Association of Local Councils (NALC)** – Newsletter.
- ii. **Gloucestershire County Council** – Briefing note relating to the cycleway on the A435 between Bishops Cleeve to Cheltenham.
- iii. **Tewkesbury Borough Council** – Press Release: Council reaffirms support for armed forces community.
- iv. **The Clerk** – Magazine, March 2023.

As there was no further business the meeting concluded at 8.45pm.