

FULL COUNCIL AGENDA



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

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

Date: 1st November 2023

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 8th November 2023**, commencing at 7.00 p.m. in the Ray Shill Room, Northway Community Hub, to include a period of public participation.

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

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WEDNESDAY, 8th NOVEMBER 2023 at 7.00 P.M.

1. **Apologies for absence:** To receive and accept / note apologies for absence.
2. **Public Participation (10 minutes max)** – As part of the Council's ongoing community engagement members of the public are invited to contribute during this part of the meeting.

Members of the public can speak for up to three minutes on parish matters. These matters can only be debated by Members later in the meeting if there is an agenda item, if not it may be carried forward for a response at a later date or inclusion on a later agenda.

3. **Declarations of Interest:** Following adoption by the Council on 12th April 2023, 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.

**** Registers of Interests are now live on the web site and Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests****

4. **Notice of Resignation as Councillor for Northway Parish Council** – To receive letter of resignation from Edna Wilson. Tewkesbury Borough Council has been informed of this and the Notice of Vacancy has been displayed in the Parish. If by 17th November 2023 a request for an election to fill the vacancy has not been made the Council can advertise the vacancy for co-option.

5. **Minutes of Previous Council Meeting that took place on 11th October 2023:** For approval and signature. ([Copy circulated to Members](#))

6. **Matters Arising from Council Minutes/Clerks Report:**

C/246/34 Crime & Disorder – *The grassed area between Northway Lane and old Northway Lane has now been restored by the contractor.*

C/248/23 Councillor Advocacy Scheme – *Cllr Terry attended the first of these meetings. To provide an update if available.*

7. **Roads & Road Safety:**

- a) **Issues of Concern** – 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. To determine action.
- b) **Camera** – This has now been received, to consider when/how to erect and determine action (including possible signage).
- c) **Vehicle Activation Sign (VAS) Poles** – To consider the use of the VAS including how it will be erected/moved/recharged. To determine action.
- d) **Details of Road Closures and works:**

8. **County Councillor Report:**

9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 18th October 2023. ([Copy circulated to Members](#))

10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 18th October 2023. ([Circulated to Members](#)).

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11. **Finance Committee:** To receive the Minutes of the Finance Committee Meeting held on 25th October 2023.
12. **Emergency Plan:** To receive update following the informal meeting with volunteers and approve date for next meeting.
13. **Borough Councillor's Report:** To receive a report from Borough Cllr MacTiernan.
14. **Council Accounts:** To approve the schedule of bills paid and cheques for payment on 8th November 2023.
15. **Meeting Schedule:** To approve the Meeting schedule for the period January to June 2024. [\(Copy circulated to Members\)](#).
16. **Food Pantry:**
 - a) To receive any updates relating to the Licence between the Parish Council and the Northway Food Pantry. To determine any further action.
 - b) To receive details of proposed ramp for the Pantry and consider its suitability. To determine.
 - c) To approve change of insurance responsibility i.e. the Council to insure fixtures and fittings.
 - d) To receive quotation for installation of guttering and water butts. To consider and approve.
 - e) To consider any other matters relating to the Food Pantry and determine any necessary action.
17. **Coronation Trail Artwork** – To receive an update from Cllr Terry regarding the Sam Morris / School artwork and proposed unveiling event. To consider and determine any necessary action including approval of wording for a plaque.
18. **County Council Funding** – To consider County Cllr Smiths offer for further funding in Northway following his further allocation of £10,000.00. To consider what the Council might like to apply for. To determine.
19. **Caring for Communities and People (CCP)** – Following a meeting with James Baker, Community Engager/Community Involvement Officer to receive any further information available relating to the provision of cookery classes on the fourth Monday of each month starting in January 2024. To resolve any actions required.
20. **Christmas:** To consider any matters relating to the various Christmas events i.e. Christmas Event, Sleigh including who the Council will be collecting for. To approve.
21. **Warm Welcome** – Following application to the Warm Space Community Fund to receive confirmation that the Parish Council has been successful in its bid for £1,000.00. To consider the feasibility of running the Warm Space and whether to accept the funding (Min Ref C/214/23 & C/245/23 refers). To determine.
22. **Crime & Disorder:**
 - a) To receive Crime Figures (if available).
 - b) To receive any information relating to crime and disorder (to discuss under confidential cover if necessary).
23. **Tewkesbury Garden Town:**
 - a) To receive response from the Garden Town Team requesting a draft Terms of Reference prior to the start of the group and whether the Parish Council could feed into them (Min Ref C/247/23 refers). To

consider any actions arising.

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23. **Tewkesbury Garden Town** (Continued)
- b) To approve a member as a Council representative for this group with the first meeting being held on Wednesday, 22nd November at 6pm on Microsoft Teams.
 - c) The Executive Director of Place has offered the opportunity of having an update/briefing session at Northway for residents and businesses. A date is awaited.
24. **Correspondence for Action:**
- a) **Gloucestershire County Council:** Councils Connected – to consider any content that the Parish Council might like to submit for publication.
 - b) **Gloucestershire Association of Parish & Town Councils (GAPTC):** To consider attendance at any training events. To determine.
 - c) **Zerohour** – To receive request that the Council support the Climate and Ecology Bill due for its second reading on 24th November. To determine ([Copy circulated to Members](#))
25. **Correspondence for Information:**
- a) **National Association of Local Councils:** Chief Executive's Bulletin 12.10.23, 10.23 & 26.10.23
 - b) **Syvret Media** – Cotswold Designer Outlet – Update.
 - c) **Tewkesbury Borough Council:**
 - i. **Press Releases:-**
 - 'New Funding to Support Those in Need'
 - 'Unlock a warmer and greener home'
 - 'Council's new heating system targets Climate Change'
 - ii. Parish Matters 2023 Issue 4.
 - iii. Monitoring Officer – A request was put out for 3 Parish Councils to join the Borough Council's Standards Board. Details were forwarded to Members.
 - d) **Clerks & Councils Direct** – November 2023 Issue 150.
 - e) **Gloucestershire Association of Parish & Town Councils (GAPTC)** – Newsletter 20.10.23
26. **Correspondence Available in the Clerk's Office**
- a) Carer Aware – Newsletter
27. **Correspondence received after 2nd November 2023**

The next meeting of the Full Council will be Wednesday, 13th December 2023