

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

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

Present: Cllr J Roberts (Chairman) Cllr E Phennah (Vice Chairman)
Cllr J Beadle Cllr C Blackmore
Cllr G Fancourt Cllr P Godwin (from: C/263/23)
Cllr E MacTiernan (From: C/239/23) Cllr S Terry
Cllr E Wilson

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

C/252/23 Apologies for Absence

Apologies for absence had been received from Cllrs Roberts, Beadle, and County Cllr Smith. Cllrs MacTiernan and Godwin had advised that they would be late.

C/253/23 Public Participation

No issues were raised.

C/254/23 Declarations of Interest

Cllrs Blackmore and Godwin declared an interest in any items relating to the Food Pantry. 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/255/23 Notice of Resignation

The Council received a letter of resignation from Edna Wilson. Tewkesbury Borough Council had been informed of this and the Notice of Vacancy was on display in the parish.

C/256/23 Minutes of Previous Council Meeting

Cllr Terry PROPOSED that the Minutes of the Full Council Meeting held on 11th October 2023 should be approved as a true and accurate record. Cllr Blackmore SECONDED.

FOR: Cllr Terry Cllr Blackmore
Cllr Fancourt

ABSTENTIONS: Cllr Barnes Cllr Phennah
Cllr Mackenzie Cllr Shelton

C/257/23 Matters Arising from Council Minutes/Clerks Report

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

C/248/23 Councillor Advocacy Scheme – *Cllr Terry had attended the first of these meetings, she reported that the scheme's representatives would be contacted about issues to feed back to the Council. Meetings would be held once every three months. Cllr Fancourt offered to attend Councillor Advocacy meetings if Cllr Terry was unavailable.*

NORTHWAY PARISH COUNCIL

C/258/23 Roads & Road Safety

- a. **Issues of Concern** – No issues of concern were raised.
- b. **ANPR Camera** – The Clerk confirmed that the ANPR camera had been delivered. The Speedwatch Team had also re-clarified that there was no legal requirement for signage to be installed.

It was noted that the camera was solar powered and so may be less effective in winter months. It was AGREED that the Road Safety Committee should consider when and how the camera should be installed.

- c. **Vehicle Activation Sign (VAS) Poles** – The Clerk confirmed that poles had been installed for the VAS, however, the location in Saxon Park could not be used due to too many utilities. It was AGREED that the Road Safety Committee should consider how often the VAS should be moved and who should do this.
- d. **Details of Road Closures and Works** – Details of upcoming roadworks for Northway Lane were tabled.

C/259/23 County Councillor's Report

Members had been forwarded an email report from County Cllr Smith.

C/260/23 Planning Committee

Members received the Minutes of the Planning Committee Meeting held on 18th October 2023.

C/261/23 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 18th October 2023.

C/262/23 Finance Committee

Members received the Minutes of the Finance Committee Meeting held on 25th October 2023.

C/263/23 Emergency Plan

Notes from the Emergency Plan Working Party Meeting that took place on 1st November were tabled. Cllr Terry gave a short report on what took place and plans for a further meeting in 2024 at which a tabletop scenario would take place. The Clerk had agreed to look at possible dates for this.

7.20pm – Cllr Godwin joined the meeting.

C/264/23 Borough Councillor's Report

This item was deferred due to Cllr MacTiernan being delayed (Min Ref: C/268/23).

C/265/23 Council Accounts

Cllr Shelton PROPOSED that the accounts for payment, totalling £24,323.50, should be approved. Cllr Barnes SECONDED.

FOR: UNANIMOUS

It was noted that the wages were higher than usual due to the backdate pay award which had been applied in line with Parish Council policy.

NORTHWAY PARISH COUNCIL

C/266/23 Meeting Schedule

Cllr Terry PROPOSED approval of the draft meeting schedule relating to the first half of 2024. Cllr Shelton SECONDED.

FOR: UNANIMOUS

C/267/23 Food Pantry

- a. The Clerk was still awaiting confirmation on completion of the licence. The contents of the licence had already been approved by Council (Min Ref: C/191/23 refers) and so the document, once received, would only require signing.
- b. Cllr Blackmore explained that she had obtained a quotation for a permanent ramp to be attached to the Food Pantry building to make it more accessible. Concerns were raised that a permanent ramp might cause a trip hazard. Because of this, the Pantry representatives at the meeting agreed to progress purchase of a moveable ramp which could be stored away when not needed.

7.30pm – Cllr MacTiernan joined the meeting.

- c. Cllr Shelton PROPOSED that the Parish Council should arrange insurance cover for Northway Pantry fixtures and fittings. Cllr Terry SECONDED.

FOR: UNANIMOUS

- d. A verbal quotation of £350.00 had been received for installation of guttering to the front and back of the Pantry building, this did not include provision of water butt(s). It was AGREED that a formal quotation should be obtained for guttering only at the front of the building and for one water butt.
- e. Cllr Blackmore mentioned that she had decided not to insure the food contents of the Pantry, should a large surplus be donated this would be reconsidered.

C/268/23 Borough Councillor's Report

Cllr MacTiernan reported that she had just come from an Engagement Forum Meeting where the topic of discussion was terms of engagement for the Garden Town. The meetings would take place monthly and were for Borough Councillors only.

A decision was also made regarding member representation on the Assurance board – three plus a reserve from the overall Borough Council (which was in addition to the four members already on it). Their job would be to ensure that things were being done properly and milestones met going forward and that communication to public, councils and stakeholders was sufficient.

A feedback report had been created following various workshops and this had comments from Borough councillors, Officers, parish Councillors, landowners, developers, community groups, businesses and members of the public. Cratus had done a good job also documenting how many people had been invited versus how many turned up.

The new Place Director had interviewed people on Tewkesbury High Street, comments had been generally what you would expect and related mostly to flooding, infrastructure, facilities, amenities. They were using the phrase 'Live, work, play'. The strong identity and character of place came up as well as the name 'Tewkesbury Garden Town'.

It had been noted that young people and teenagers had not wanted to get involved which was a shame since it would be them that would eventually occupy the houses that were being proposed. However, there was a plan for Cratus to go into the local schools.

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C/269/23 Coronation Trail Artwork

It was confirmed that the Coronation Mural had been delivered. Members were very impressed with the final result. It was suggested that the school children that provided artwork should be invited to sign the back of the mural, however, it was felt that this would be difficult to organise.

Cllr Terry PROPOSED that the local schools and preschool should be invited to bring a few students to an unveiling event at the Community Hub. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

Cllr Mackenzie PROPOSED that an aluminium plaque should be ordered and both this and the mural should be put up in the atrium. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

Cllr Terry had suggested the following wording for the plaque: 'Celebrating the Coronation of King Charles III. This artwork involved contributions from Carrant Brook School, Northway Infant School, Northway Preschool Playgroup and artist Sam Morris' with the date of the event included at the end. AGREED.

It was further AGREED that refreshments should be provided for those attending the unveiling event and that Sam Morris (the artist) and a local reporter should also be invited to attend.

C/270/23 County Councillor Funding

Members considered projects that the Council could request funding towards following County Cllr Smith's offer to contribute some of his allocated £10,000.00 to Northway.

Cllr Shelton suggested that the Council could try and smarten up the roundabout by MOOG/Ashchurch Railway Station. The Clerk reminded Members that the County Council had granted a temporary licence for the roundabout and this was probably about half way through as it lasted seven years. Weedkilling and skatepark were also suggested.

Cllr MacTiernan PROPOSED that more thought was put into this before the January Full Council meeting when it should be reconsidered. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/271/23 Caring for Communities and People (CCP)

Further information was being awaited regarding provision of cookery classed at the Community Hub.

C/272/23 Christmas

Members considered what should be done with funds raised at the Christmas event and on the sleigh runs (Min Ref: C/243/23 refers). Besides a donation to the Boys Bridge for use of the sleigh in in line with the previous year (£100). Cllr MacTiernan PROPOSED that funds should be split between Northway Pantry and provision of free boxing in Northway. Cllr Terry SECONDED.

FOR:	Cllr MacTiernan	Cllr Terry
	Cllr Barnes	Cllr Fancourt
	Cllr Phennah	Cllr Shelton

ABSTENTIONS:	Cllr Blackmore	Cllr Godwin
	Cllr Mackenzie	

NORTHWAY PARISH COUNCIL

C/273/23 Warm Welcome

It was confirmed that the Parish Council's application for funding from the Warm Space Community Fund had been successful and a grant of £1,000 had been awarded.

The Clerk reminded Members that there had previously been issues with the rules and regulations associated with serving food and drink from the Hub. She had recently spoken to the Environmental Health department at Tewkesbury Borough Council who had assured that they would work alongside the Council to ensure the Warm Space could go ahead. If level 2 food hygiene was required, the grant could cover the cost of training.

One resident had contacted the Council to offer to help run Warm Space sessions following an article in the Northway Voice. Cllrs Fancourt, Shelton, Blackmore, Godwin, Mackenzie and Phennah also offered to help (Cllrs Godwin, Phennah and Blackmore also confirmed they would be willing to undertake food hygiene training, if necessary).

Cllr Blackmore PROPOSED that the Council should progress running Warm Space at the Community Hub. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

The Clerk was asked to email the volunteers and establish which days would work best.

C/274/23 Crime & Disorder

- a. The Clerk passed on crime figures relating to the period between 1st October to 1st November 2023 which amounted to a total of 10 incidents.
- b. Adam Harper had contacted the Council to talk about the reduction in antisocial behaviour since boxing lessons had started which he said was backed by crime figures.

C/275/23 Tewkesbury Garden Town

- a. The Clerk had asked the Garden Town Team at Tewkesbury Borough Council for the terms of reference for the Garden Town Parish Council Liaison Group. She had been informed that the draft terms would be circulated along with an invitation to the first meeting. The main agenda item would be discussion of the terms of reference which would allow parishes to comment and feed into them prior to agreement.
- b. Besides the Parish Council Liaison Group a request had been forwarded for the Council to provide a representative to sit on the Programme Oversight Board. It was expected that the Board would meet every two to three months during working hours for approximately two hours. The first meeting was scheduled for the following week at Tewkesbury Park Hotel. Cllr Barnes offered to be the Council representative on the Programme Oversight Board. AGREED.
- c. The Executive Director of Place had offered to organise an update/briefing session at Northway for residents and businesses, this would be run by Cratus. A date of 10th December from 10am – 2pm had been offered and accepted.

C/276/23 Correspondence for Action

- a. **Gloucestershire County Council – Council's Connected** – Request for any items to be included in this newsletter. It was AGREED that details of the Coronation mural, Northway Pantry and boxing lessons should be forwarded.
- b. **Gloucestershire Association of Parish & Town Councils (GAPTC)** – Details of upcoming training events were announced.

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C/276/23 Correspondence for Action (continued)

- c. **Zerohour** – Request for Council's to write to their local MP's and appeal that they support the Climate and Ecology Bill due for its second reading on 24th November 2023. Cllr Fancourt explained how important this was towards saving the planet.

Cllr MacTiernan felt that, taking into account the latest information regarding gas and oil exploration, this was beyond the Parish Council's remit and so any action it took would have little effect.

Cllr Fancourt PROPOSED that the Council write to the local MP and asked him to support the Bill. Cllr Blackmore SECONDED.

FOR:	Cllr Fancourt Cllr Barnes	Cllr Blackmore Cllr Terry
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AGAINST:	Cllr Godwin Cllr MacTiernan Cllr Shelton	Cllr Mackenzie Cllr Phennah
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The motion was not passed.

C/277/23 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

C/278/23 Correspondence available in the Clerk's office

- a. **Carer Aware** – Newsletter.

C/279/23 Correspondence received after 5th October 2023

- a. **Tewkesbury Borough Council** – Invitation to meeting on 9th November to discuss Tewkesbury Borough Council's Interim Housing Position Statement. Cllr Shelton had confirmed he would be attending.
- b. **Resident** – Email from resident whose child had benefitted hugely from Boxing Clever lessons, thanking the Parish Council for supporting.

As there was no further business the meeting concluded at 8.35pm.