

Minutes of the Council Meeting held on Wednesday, 9th March 2022

at Northway Community Hub, Northway, commencing at 7:00 p.m.

Present: Cllr M Barnes
Cllr P Godwin (until Min Ref: C/74/22)
Cllr E MacTiernan (until Min Ref: C/75/22)
Cllr S Terry
Cllr J Beadle (from Min Ref C/58/22)
Cllr P Mackenzie
Cllr G Shelton

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

C/55/22 Apologies for Absence

Apologies had been received from Cllrs Roberts, Ward, Blackmore and Treacy.

The Clerk advised that Cllr Blackmore had requested a three-month absence from Council meetings to allow herself time to recover from an operation. Members had no objections to this request.

Due to the absence of the Chairman and Vice Chairman, Cllr Barnes PROPOSED that Cllr Mackenzie was elected as temporary Chairman. Cllr Mackenzie accepted the nomination. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

C/56/22 Public Participation

- i. **Invitation for Members of the Public to Address the Council** – Cllr Mackenzie PROPOSED that the meeting should adjourn to allow for any public participation.

FOR: UNANIMOUS

No issues were raised.

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

FOR: UNANIMOUS

C/57/22 Declarations of Interest

No 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/58/22 Vacancy/Co-option

The Council had received an application for Co-Option from Mr Beadle following the disqualification of ex Cllrs Sollis and Porter. It was noted that copies of Mr Beadle's application had been attached to Members' Full Council agenda.

Cllr MacTiernan PROPOSED the Co-option of Mr Beadle. Cllr Terry SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/59/22 Previous Minutes

Minutes of the Council Meeting that took place on 12th January 2022 - Cllr MacTiernan PROPOSED the Minutes should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: Cllr MacTiernan Cllr Godwin
 Cllr Barnes Cllr Shelton
 Cllr Terry

ABSTENTIONS: Cllr Beadle Cllr Mackenzie

C/60/22 Matters Arising from Council Minutes/Clerks Report

C/37/22 Northway Lane Motorway Bridge Barrier – A letter had been forward to Gloucestershire Highways who had advised the Council to contact Highways England.

C37/22 Survey Results (The Park) – The survey results had been forwarded to Gloucestershire Highways, a response was still being awaited.

C/43/22 Northway Village Hall – Northway Youth Club Trustees had been asked to progress installation of an internal door at Northway Village Hall. The Trustees had asked for assurance that the Council would take responsibility for the building and contents when it was being used for community/parish events. Cllr MacTiernan PROPOSED that written assurance was sent to the Trustees. Cllr Terry SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan asked the Clerk to make enquiries as to the sturdiness of the door being provided, the type of wood being used and whether it would be fireproof.

GP/49/22 Crime & Disorder – Cllr Terry and the Clerk had submitted an application to the Commissioners Fund 2022/23 for financial assistance towards providing free boxing sessions in the parish.

GP/289/21 Heritage Assets – Members had been circulated details of the areas in Northway which had been approved for inclusion in the Heritage Assets list (iron bridge, stone monument, walled garden and water tower), this was now out for consultation.

C/227/21 Community Governance Review – Members had been circulated the draft response from Tewkesbury Borough Council following Northway Parish Council's submission for a change to the parish boundary. It was noted that the Borough had recommended no changes were made to the existing Northway boundary. Members had also been interested to note that Tewkesbury Town Council had submitted a possible, longer term proposal for consideration of Northway and Wheatpieces parishes being absorbed into within Tewkesbury Town.

C/231/21 Digibus – It was noted that the Digibus had been scheduled to visit Northway on 3rd, 4th and 5th March, however, a date in early May was now being offered. Members had no objections to the date being rescheduled.

C/61/22 Roads & Road Safety

- a. **Issues of Concern** – Cllr Phennah had emailed a list of potholes for attention which the Clerk had then reported.

An email had been received from a local resident with regard to the chaos resulting from recent roadworks. This was read to Members.

- b. **Road Closures** – Details of temporary road closures in Grange Road and Northway Lane were given to Members.

NORTHWAY PARISH COUNCIL

C/62/22 **County Councillor Report**

None received.

C/63/22 **Planning Committee**

Members received the Minutes of the Planning Committee Meeting that took place on 16th February 2022.

C/64/22 **General Purposes Committee**

a. **Minutes from the Previous Meeting** – Members received the Minutes of the General Purposes Committee Meeting held on 16th February 2022.

b. **GP Projects Working Party**

i. **Meeting Notes** – Members received the Notes of the GP Projects Working Party Meeting held on 28th February 2022.

ii. **Exclusion Items** – Cllr Mackenzie PROPOSED that, in view of the special/confidential nature of the business about to be transacted, i.e. consideration of tender documents, it was advisable in the public interest that the public and press were temporarily excluded, and they were instructed to withdraw.

FOR: UNANIMOUS

Under exclusion Cllr MacTiernan PROPOSED acceptance of Maverick Skatepark's tender for design and build of a skatepark in Northway, as recommended by the GP Projects Working Party. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/65/22 **Queen's Platinum Jubilee Working Party**

a. Members received the Notes of the meeting that took place on 25th February 2022.

b. Cllr Blackmore had put together a Risk Assessment document and Safety Statement ahead of the Picnic in the Park Jubilee event on the Playing Field (Min Ref: C/44/22 refers).

Cllr Blackmore had explained that the risk to the toilets could possibly be changed to a medium/moderate risk. Ways of mitigating this risk had been considered but there did not seem to be a feasible option other than hourly patrols. She had also felt that two first aiders needed to be on site for the entirety of the event - it was AGREED that the Clerk should make enquiries as to this possibility.

It was noted that the Village Hall toilets would require cleaning after the picnic event. Cllr Godwin offered to do this. It was AGREED that gloves and cleaning supplies should be purchased.

Cllr Terry PROPOSED approval of the Risk Assessment, with the risk to toilets being raised to medium, as well as the Safety Statement. Cllr Godwin SECONDED.

FOR: UNANIMOUS

c. Cllr Terry PROPOSED that the agreement made by the General Purposes Committee to fund the cost of the Town Band (Min Ref: GP/24/22 refers) should be ratified. Cllr Barnes SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/65/22 Queen's Platinum Jubilee Working Party (continued)

It was also noted that Tewkesbury School's head teacher had passed on a request for potential performers for the event to the music/drama department. The Roses Community Choir had also been approached but they were unable to find enough members to get involved on the day.

The next meeting of the Queen's Platinum Jubilee Working Party was due to take place on 11th March 2022.

C/66/22 Borough Councillor Report

Cllr MacTiernan mentioned that a company called Newland had an option on the farm along Hardwick Bank Road.

The Borough Council was going through major reviews of several departments, the biggest being Planning which would be ongoing for a while. A new licencing officer had been appointed and was very proactive and impressive.

C/67/22 Council Accounts

Cllr Terry PROPOSED that the accounts for payment, totalling £42,966.93 should be approved. Cllr Godwin SECONDED.

FOR: UNANIMOUS

C/68/22 Priors Park Neighbourhood Project

The Clerk explained that she had been invited to visit the Priors Park Neighbourhood Project (PPNP) to look at its food pantry initiative in the hope that there could be opportunity to create something similar in Northway. The PPNP would be happy to help with setting up and offer advice but a large team of volunteers would be required as well as a venue.

Cllr Mackenzie felt that with energy prices due to increase, a food pantry would soon be needed in the community and wondered whether there may be available units at Basepoint, a portacabin was also suggested. Cllr Mackenzie PROPOSED that the Council investigated this further and offered to take a visit to the Pantry at Priors Park himself..

FOR: UNANIMOUS

C/69/22 Northway Community Hub and Parish Office

- a. **GOV.UK** – Notice that all track and trace posters and QR codes should be removed. The Clerk confirmed that this had been done.
- b. **Infobuzz** – Details of a free course for 19+ year olds out of employment and claiming benefits. Cllr MacTiernan PROPOSED that this group should be permitted use of the Community Hub if it could be accommodated. Cllr Terry SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/70/22 Tewkesbury Christmas Lights

Members received a request for donations towards the Tewkesbury Christmas Lights. Cllr MacTiernan PROPOSED that the Council did not make a donation on this occasion. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/71/22 Crime & Disorder

No issues relating to crime and disorder in the parish were raised.

C/72/22 Correspondence for Information

a. **Tewkesbury Borough Council:**

- i. Press Release 02/03/22 'Call for sites with development potential'.
- ii. Press Release 'Tewkesbury Borough Council appoints new Chief Executive'.
- iii. Press Release 'Council sets budget for 2022/23'.
- iv. Covid Bulletin No. 95 – 11 February 2022.
- v. Parish Matters Newsletter (forwarded to Members by email)

b. **Gloucestershire Association of Parish & Town Councils:**

- i. Newsletter 22nd February 2022 (forwarded to Members)
- ii. Training – To consider attendance on any relevant courses. To determine.

c. **Gloucestershire Rural Community Council** – Details of Community Buildings Network meeting on 14th March 2022.

d. **National Association of Local Councils (NALC)** – Chief Executive's bulletin 11.02.22, 18.02.22 & 24.02.22

C/73/22 Correspondence Available in the Clerk's Office

- a. **Keep Safe Gloucestershire App** – Details of free service being funded by the Police and Crime Commissioner.

C/74/22 Northway Youth Club / Youth Work

- a. **Joint Meeting with Northway Youth Club Trustees and the Police** – A copy of the confidential notes of the meeting that took place on Wednesday 16th February 2022 had been circulated to Members.

Exclusion Items – Cllr Mackenzie PROPOSED that, in view of the special/confidential nature of the business about to be transacted, it was advisable in the public interest that the public and press were temporarily excluded, and they were instructed to withdraw.

FOR: UNANIMOUS

7:55pm – Cllr Godwin left the meeting.

NORTHWAY PARISH COUNCIL

C/74/22 Youth Club / Trustees (Continued)

Members who had attended the meeting provided a report of the discussions that had taken place.

Exclusion Items – Cllr Mackenzie PROPOSED that, in view of the special/confidential nature of the business about to be transacted, it was advisable in the public interest that the public and press were temporarily excluded, and they were instructed to withdraw.

FOR: UNANIMOUS

It was AGREED, under exclusion, to approve a request from Ms Fowler, Youth Worker, for a meeting with the Council (and the police if they were agreeable to attend).

C/75/22 Judicial Review / ABoR

No updates were available.

C/76/22 Correspondence received after 3rd March 2022

- a. **Gloucestershire Association of Parish and Town Councils (GAPTC)**
 - i. Newsletter.
 - ii. Advice relating to Ukraine and fundraising.
- b. **Gloucestershire Rural Community Councils (GRCC)** – Details of flood warden meeting. Cllr Mackenzie was scheduled to attend.
- c. **StitchStory** – The Clerk informed members that this community workshop had visited the Hub earlier in the week and would be booking another date in the future. The Clerk offered to email Members once a date had been established so they could come and stitch a stitch in the community embroidery.
- d. **Tewkesbury Borough Council** – Correspondence relating to Ukraine.
- e. **National Association of Local Council Clerk's** – Chief Executive's Bulletin.
- f. **The Clerk** – Magazine.
- g. **Society of Local Council Clerk's (SLCC)** – News Bulletin.
- h. **Northway Preschool/Playgroup** – Details of fundraising.
- i. **Legal Topic Note** – Advice relating to Ukraine.

As there was no other business the meeting concluded at 8.45 p.m.