

FULL COUNCIL AGENDA



To: Cllr S Ward (Chairman) Cllr Mrs S Terry (Vice Chairman)
Cllr Mrs D Bailey Cllr D Birch
Cllr P Cox Cllr Mrs F Castle
Cllr Mrs P Godwin Cllr Mrs E MacTiernan
Cllr E Phennah Cllr C Porter
Cllr J Roberts Cllr G Shelton

Date: 7th February 2019

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 13th February 2019 in the Ray Shill Room, at Northway Community Hub, Northway**, commencing at **7.00 p.m.** to include a period of public participation directly after 'Apologies' have been received. _

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

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 on line or by written request to the Clerk.

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Clerk of the Council

COUNCIL AGENDA
WEDNESDAY, 13th FEBRUARY 2019 at 7.00 P.M.

**ONE MINUTE SILENCE WILL BE HELD AT THE BEGINNING OF THE MEETING
IN MEMORY OF CLLR ALAN WEBBER WHO PASSED AWAY ON 30TH JANUARY 2019**

1. **Apologies for absence:** To receive apologies for absence.
2. **Public Participation:**
 - i. To approve adjournment of meeting to allow for any public participation (up to a maximum of 10 minutes in total, and a maximum of 3 minutes per person).
 - ii. To approve re-convening of meeting.
3. **Declarations of Interest:** Following adoption by the Council on 11 July 2012, 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.

In addition, Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests.
4. **Minutes of the Council Meetings that took place on:**

Council Meeting held on the 9th January 2019: For approval and signature ([copy circulated to Members](#)).

Extraordinary Council Meeting held on 23rd January 2019: For approval and signature ([copy circulated to Members](#)).
5. **Matters Arising from Council Minutes/Clerks Report:**

C/06/19 – Vehicle Activated Sign (VAS) – A letter of thanks was sent to Chris Riley, GCC, for use of VAS

C/15/19 Youth Providers – Youth Club Trustees were informed that the Council would not be replacing the windows or doors on the building but would look at any cost effective measures that could be taken to improve things, also that if they obtained grant funding the Council would need to approve the design.

C/18/19 Correspondence for Action – Cllr Ward's nomination has been forwarded to GAPTC for the Buckingham Palace Garden Party.

C/24/19 Financial Requirements for the Year 2019 /2020 – A request for the Parish Precept was forwarded to Tewkesbury Borough Council in the sum of £172,819.00.
6. **Road Safety:**

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
7. **Borough Councillors' Reports**
8. **County Councillor's Report**
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on: 16th January 2019 ([copy circulated to Members](#)).
10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 16th January 2019 ([copy circulated to Members](#)).

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11. **Finance Committee** – To receive the Minutes of Finance Committee Meeting held on 23rd January 2019.
12. **Capital Projects Working Party** – To receive the Notes of the Capital Projects Working Party Meeting held on 9th January 2019. (Copy circulated to Members with their Extraordinary Council Meeting Agenda for 23rd January 2019)
13. **Council Accounts:** To approve the Schedule of bills paid and cheques for payment at 13th February 2019.
14. **Voluntary Work in Parish** – As agreed under Min Ref C/15/16, to receive reports of voluntary work undertaken by residents.
15. **Parish Assembly:** The Nomination for the Parish Assembly has been approved, but to consider any other matters relating to the Assembly that need addressing/including. To determine.
16. **Youth Provision** - To receive information relating to the Youth Club (email from Youth Service Provider) and consider any actions that the Parish Council may wish to take. To determine.
17. **Northway Community Hub:**
 - a) **Citizen's Advice** - To receive confirmation that Citizen's Advice will begin to offer a service from the Hub from Wednesday, 13th February 2019. To consider any matters that may arise.
 - b) **Community Wellbeing** - To receive information from the Community Wellbeing Service (CCP Caring for Communities and People) – regarding offering a service from the Hub, this is particularly pertinent at this time due to the national drive for social prescribing. To consider any necessary actions.
 - c) **Foodbank** – The Foodbank has now ceased operating from the Hub due to lack of take up.
 - d) **Community Event** – 8th June 2019 – to consider how to manage this event i.e. re-creation of Working Party. To determine.
 - e) **Fund Raising** – To consider ways of utilising the Hub for fund raising events. To consider any ideas/suggestions and whether and how this could be taken forward. To determine.
18. **Ashchurch Concept Masterplan:**
 - a) To receive confirmation that as well as formally responding to the Consultation a letter was also sent Mr Dawson, Chief Executive, Jonathan Dibble & Annette Roberts.
 - b) To receive confirmation that a letter was forwarded to Mike Dawson, Jonathan Dibble & Annette Roberts regarding the Drop in at Ashchurch Village Hall (Min Ref C/11/19 refers).
 - c) To receive confirmation that a letter was forwarded to Ashchurch Rural Parish Council advising that Northway Parish Council did not wish to add its support to the drafted letter they had forwarded. (Min Ref C/11/19 refers).

A note was also made of the errors in the Notes from the Public Meeting held by Ashchurch Rural Parish Council.
19. **Groundworkers Meetings** – To receive any feedback from Cllr Terry regarding Groundworkers Meeting.
20. **Emergency Plan** – Following request of Council for a Desktop Exercise to be undertaken in Northway to test the Parish Council's Emergency Plan to receive response from the Civil Protection Officer regarding this. To consider and determine management of this.

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21. **Correspondence for Action:**

- a) **Gloucestershire Association of Parish & Town Councils (GAPTC):**
 - i. To consider attendance of any courses
 - ii. To ratify attendance of Course of Clerk's Assistant for a Digital Mapping Course at a cost of £10.00. To approve.
- b) **Society of Local Council Clerks (SLCC)**– Invite for Clerks and Councillors to an event discussing Community Engagement and Community Development Project. To consider attendance.
- c) **Bathurst Partners** – To receive letter regarding land in Northway and consider any necessary response.

22. **Correspondence for Information:**

- a) **Tewkesbury Borough Council** - The Council have notified TBC of the death of Cllr Alan Webber.
- b) **National Association of Local Councils** – Chief Executive's Bulletin
- c) **Gloucestershire County Council (GCC)** – Councils Connected Newsletter x 3.
- d) **Gloucestershire Constabulary** – Community Alert - Council Tax Increases.
- e) **National Association of Local Councils:**
 - i. Open Letter to Councillors ([copy circulated to Members](#)).
 - ii. Points of Light Publications 2019 **
- f) **Rural Funding Digest** – Current Funding Opportunities
- g) **Tewkesbury Borough Council** – Details of the Prince of Wales Award
- h) **Herbert Protocol** – Details of the Herbert Protocol – a form that contains vital information about someone with dementia.

23. **Correspondence Available in the Clerk's Office:**

- a) **Minchinhampton Parish Council** – Vacancy for Assistant to the Clerk.
- b) **Stroud Town Council** – Vacancy for Assistant Clerk (Temporary).
- c) **Thornbury Town Council** – Vacancy for Deputy Town Clerk.

24. **Correspondence received after 7th February 2019**

The next meeting of the Full Council will be Wednesday, 13th March 2019