

## Minutes of the Council Meeting held on Wednesday, 10<sup>th</sup> April 2019

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

Present: Cllr S Ward (Chairman) Cllr Mrs S Terry (Vice Chairman)  
Cllr Mrs F Castle (from Min Ref: C/85/19) Cllr Mrs P Godwin  
Cllr Mrs E MacTiernan Cllr E Phennah  
Cllr C Porter Cllr J Roberts  
Cllr G Shelton

In Attendance: Mr P Aldridge (Candidate for Borough Elections/Northway)  
Mrs C Woodward, Clerk of the Council  
Mrs L Stewart, Clerk's Assistant

### C/70/19 Apologies for Absence

Apologies for absence had been received from Cllr D Bailey and County Cllr Smith was unable to attend due to PURDAH.

### C/71/19 Public Participation

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

FOR: UNANIMOUS

Cllr Shelton wondered, following the report from Neighbourhood Watch at the Parish Assembly, whether it would be worth progressing things with this group. Cllr Ward felt that the Council could only promote Neighbourhood Watch, it was up to individual residents to sign up. Cllr Godwin said that she had spoken to the Neighbourhood Watch co-ordinator for Oak Drive and was awaiting further details from him regarding the scheme.

Cllr Roberts mentioned how nice it was to see the new signs at the entrances to Northway (reported at the Parish Assembly).

It was noted that work was taking place at The Northway Public House.

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

FOR: UNANIMOUS

### C/72/19 Declarations of Interest

No declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 11<sup>th</sup> July 2012 (Minute Ref C/159/12), including paragraph 12(2).

### C/73/19 Previous Minutes

Cllr Godwin PROPOSED that the Minutes of the Full Council Meeting that took place on 13<sup>th</sup> March 2019 should be approved as a true and accurate record. Cllr Shelton SECONDED.

FOR: Cllr Godwin Cllr Shelton  
Cllr MacTiernan Cllr Porter  
Cllr Ward

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### C/73/19 Previous Minutes (continued)

ABSTENTIONS: Cllr Phennah Cllr Roberts  
Cllr Terry

### C/74/19 Matters Arising from Previous Minutes/Clerks Report

**C/40/19 Annual Parish Meeting** – A letter of thanks was sent to the representatives of the Neighbourhood Watch scheme for their presentation at the Parish Assembly meeting.

**C/63/19 Youth Provision** – A letter of thanks was sent to Mr Pardale for the donation made towards something youth-related.

### C/75/19 Roads & Road Safety

Cllr Roberts mentioned that a lot more HGV's had been travelling through Northway since the various road works had been taking place locally. It was noted that this was probably due to the fact that the diversion sent drivers a long way out of their way.

Cllr Phennah said that he had been notified of a road closure taking place between Junction 9 and Aston Cross, although this had not taken place. Cllr Ward recalled that this scheduled work had been pushed back due to the delay with the Shannon Way road closure (Min Ref: C/55/19 refers).

The Clerk confirmed that she had reported the Council's footpath priorities to Craig Freeman, Local Highways Manager at Gloucestershire County Council.

The Clerk passed on an email from a local resident requesting that the Council undertook a speed check along Hardwick Bank Road (by Carrant Brook School). Cllr Ward PROPOSED that the Council should request to borrow Gloucestershire County Council's Vehicle Activated Sign (VAS) again for this purpose.

FOR: UNANIMOUS

It was confirmed that Gloucestershire County Council was due to topsoil and reseeded the area at the junction of Kingston Road and Northway Lane (by the old Northway Lane) where it had undertaken work the previous year.

### C/76/19 County Councillor Report

None received.

### C/77/19 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 20<sup>th</sup> March 2019.

### C/78/19 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 20<sup>th</sup> March 2019.

### C/79/19 Staffing Committee

Members received the Minutes of the Staffing Committee Meeting held on 27<sup>th</sup> March 2019.

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### C/80/19 Emergency Plan Working Party

- i. **Previous Meetings** - Members received the notes of the Emergency Plan Working Party Meeting that took place on 3<sup>rd</sup> April 2019.
- ii. **Desktop Scenario** - It was noted that all Councillors were required to be present for the Emergency Plan event (desktop scenario) that was due to take place on Monday 3<sup>rd</sup> June 2019 at 7:30pm.

### C/81/19 Community Event Working Party

- i. **Previous Meetings** - Members received the notes of the Community Event Working Party Meeting that took place on 3<sup>rd</sup> April 2019.
- ii. **On the Day** – Cllr Terry mentioned that she had contacted the local Brownies, following the meeting, who confirmed that they hoped to join in with litter picking on the day. She also listed some of the other groups due to attend.

It had been felt that the litter pick should take place between 10am-12noon and the Community Event between 12noon and 3pm.

Cllrs MacTiernan, Shelton and Godwin had confirmed that they would be willing to oversee the litter picking side of things in the morning, whereas Cllrs Ward, Roberts and Terry would help set up for the community event. Cllr Terry hoped that all other members would also be involved on the day as well.

Cllr MacTiernan confirmed that she had arranged for use of the litter picking equipment through Tewkesbury Borough Council, Ubico would deliver the equipment directly to the Community Hub.

Cllr Terry tabled a poster she had made for the event, she explained that an initial poster was used the previous year to get people interested, this was then replaced with a more detailed poster closer to the time.

Cllr Roberts said that he had a relation friend who might possibly be willing to help with providing some cakes for the event.

Cllr Terry mentioned other ideas that had been discussed at the Community Event Working Party Meeting, including having a BBQ, an ice cream machine and face painting (these being free to people who helped with the litter pick). Cllr Terry had spoken to the martial arts group about putting on a demonstration and they had confirmed that they would be able to do this as well as help with the litter pick.

Cllr Terry added that she was also talking to Barnwood and Bromford about possible grants toward the event.

Members were invited to suggest any further ideas as it was still in the early organisation stages.

### C/82/19 Council Accounts

Members received the schedule of bills paid and cheques for payment totalling £17,208.37.

It was noted that the agreed-upon projector and screen had been installed in the Main Hall (Min Ref: FIN/10/19 refers).

Cllr Roberts PROPOSED that the Finance Committee should consider how to maximise usage of the facility now that it had a projector in the Main Hall. The Committee should further consider whether it would be beneficial to install another projector in the Ray Shill Room. Cllr Terry SECONDED.

FOR: UNANIMOUS

## NORTHWAY PARISH COUNCIL

### C/82/19 Council Accounts (continued)

Cllr Terry PROPOSED that the accounts for payment be approved. Cllr Roberts SECONDED.

FOR: UNANIMOUS

### C/83/19 Tewkesbury Borough Council

- i. **Press Release** – Garden Town Status for Tewkesbury at Ashchurch.
- ii. **Briefing at Tewkesbury Borough Council** – Cllr Ward gave a report following his attendance at the Borough Council's briefing on Tewkesbury being awarded Garden Town status, alongside Cllrs Roberts, Terry and The Clerk. Bredon Parish Council, Ashchurch Parish Council, Stoke Orchard Parish Council, Treddington Parish Council and Tewkesbury Town Council had also been in attendance. Tewkesbury Borough Council Officers Rob Weaver (Deputy Chief Executive), Jonathan Dibble (JCS Programme Manager) and Annette Roberts (Head of Development) had explained about the successful bit of £750,000 and confirmed that development would be happening in the area.

Cllr Ward said that Officer's had acknowledged TBC's development plan could not be delivered without infrastructure but there was the feeling that this could still be brought forward. Overall, Cllr Ward felt that there had not been a lot of substance to what was being said by the Borough Council Officers. When asked whether there was a contingency plan for where businesses would go, the Borough Council had been unable to give a clear answer. Likewise, when asked about Phase 1 of the Masterplan, which was development in Northway and a proposed bridge, they had not been able to confirm where they planned to put the bridge.

Cllr Phennah asked whether the Borough Council had necessary funds for construction of the proposed bridge. Cllr Ward believed that TBC had enough to cover the cost of constructing the bridge deck and it hoped developers would fund for construction of the access. The £750,000 awarded from the Garden Town status would go towards working up concepts relating to this (although Members of Northway Parish Council felt that any and all options for where the bridge might go were not logical).

Cllr Ward mentioned that the TBC Officers had kept mentioning 'communication' and so, after the meeting, he had addressed the issue that Northway Parish Council had had with constant lack of response from TBC.

Cllr Roberts said that, following on from the meeting, it was clear that this development would be happening and, although Tewkesbury Borough Council knew roughly what would be happening, some of the finer details needed to be established. Therefore, he hoped that the money awarded from the Garden Town status would help with working out the necessary infrastructure that was required. He had also noted that the Borough Council kept referring to 'Ashchurch under Tewkesbury' with no mention of Northway.

Cllr MacTiernan felt that it was important for the Borough Council to meet with the MOD, Highways England and other key organisations so that all aspects of the sustainability of the proposed development plans.

Mr Pete Aldridge requested permission to address the Council, this was granted. Mr Aldridge announced that Gladman would be meeting with Tewkesbury Town Council on 17<sup>th</sup> April at 6pm, and any Members of Northway Parish Council were welcome to attend.

### C/84/19 Voluntary Work in the Parish

Cllr Roberts mentioned that someone had picked up litter on the green opposite The Northway Public House. Cllr Terry believed this to have been done by one of the litter pickers registered with Tewkesbury Borough Council as they had used a TBC issued bag and grabber.

Cllr Godwin declared an interest in the following items relating to youth provision.

- i. **Response from Trustees** – The Clerk mentioned that she had struggled to get a response from the Youth Club following the Council’s request for a meeting, as a result, Mr Winrow, one of the trustees, had asked that the Council provided some dates so that he could circulate these to the other trustees and see who could attend.

The Clerk read a response from Cllr Bailey regarding the Declaration of Trust and the reason why the Charity Commission had not accepted the amended (2015) version. Cllr Bailey said that the Charity Commission had informed the Youth Club that the Constitution could not be altered and the original had to stand. Cllr Bailey had also forwarded a copy of the current Constitution.

Cllr Ward mentioned that he had spoken to the Charity Commission who confirmed that the original Constitution was still in place (they had no record of any attempt to change this, although, if it had not progressed to the next stage then this may have been why).

It was noted that some of the wording in the Constitution referred to a ‘committee’ which was concerning as there was no longer a committee in place.

Cllr Terry mentioned that her daughter dealt with ‘Trusts’ as part of her job and wondered whether she might be willing to take a look at the wording and why the new Declaration was not acceptable to the Charity Commission, if the Council was happy for her to do so. She did know that the Charity Commission was very particular when it came to terminology, it may have been ruined down because of this.

Cllr Ward pointed out that it was not the Parish Council’s responsibility to find out about the wording of the Constitution. Cllr Roberts agreed with this, however, he also felt that it might be useful for the Parish Council to have relevant information relating to the Constitution prior to its meeting with the Youth Club.

Cllr Terry PROPOSED that the Council should contact the Youth Club Trustees and ask permission for her to let her daughter look at the wording of the Constitution and offer her opinion on it prior to the proposed meeting. Cllr Roberts SECONDED.

FOR:	Cllr Terry	Cllr Roberts
	Cllr MacTiernan	Cllr Phennah
	Cllr Porter	Cllr Shelton
	Cllr Ward	

ABSTENTIONS: Cllr Godwin

Cllr Godwin was asked, as a Youth Club trustee, whether she had any objections to this proposal and she confirmed that she did not.

7:50pm – Cllr Castle joined the meeting.

- ii. **Summer Youth Provision** – The Clerk tabled details from a company called World Jungle who provided events and family fun days in local parks. Workshops and performances that could be provided included – Circus fun and games, wild play and bush craft, festival games, dance performance groups, get active tasters, festival beats, creative play and more, although costings had not been provided.

It was suggested that County Cllr Smith might, again, put funding towards youth provision at the Playing Field. Members further considered whether it might be good to have World Jungle provide some workshops for the older children whilst still having Play Ranger sessions for the younger children, as it was always very successful.

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### C/85/19 Youth Provision in Northway (continued)

Cllr Roberts PROPOSED that the Finance Committee should be authorised to agree to provide youth provision up to a maximum budget of £5,300.00 and World Jungle and Play Rangers should be asked about availability (and costs) over the Summer Holidays. Cllr Castle SECONDED.

FOR: UNANIMOUS

- iii. **CMAS Report** – Members received the CMAS (Community Mentoring and Support)'s Youth Club report for February and noted that the senior sessions had brought in 6-10 attendees compared to 23-27 at the junior sessions.

### C/86/19 Northway Village Hall

The Clerk read an email from Jamie Beadle, Chairman of NCV (Northway Community Volunteers), mentioning that the first Craft Fayre would be held on Sunday, 7<sup>th</sup> April 2019. They were unable to guarantee that two NCV members would be present which meant that they were unable to make use of the Community Hub (Min Ref: C/250/18 refers), however, the youth Club had offered use of the Village Hall instead.

The Clerk had reminded the Youth Club trustees that the Parish Council needed to be consulted about any use of the Village Hall for non Youth Club related events and, following this, an email had been received from Mr Winrow (Youth Club trustee) asking for the Council's permission for the Youth Club to use the Village Hall for an NCV Craft Fayre on one Sunday of each month, the proceeds of which would go towards running of the Youth Club.

It was noted that the first Craft Fayre had already taken place and the lady running it had been unable to attend due to being taken ill. Cllr Ward queried whether there needed to be an NCV Members present for them to be covered under NCV's public liability insurance. Cllr Roberts said that he did not see a problem with this.

Cllr Godwin pointed out that the Craft Fayre was running on a three month trial basis. Cllr Roberts PROPOSED that the Council should also review the situation after three months. Cllr Terry SECONDED.

FOR: UNANIMOUS

### C/87/19 Groundworkers Meetings

Cllr Terry said that she had not attended the last Groundworkers Meeting but had looked through the notes and it seemed to have revolved a lot around the Priors Park neighbourhood project and Tewkesbury Snappers (photography) group.

### C/88/19 Correspondence for Information

- i. **Seafarers UK** – Invitation to fly the Red Ensign for Merchant Navy Day (3<sup>rd</sup> September 2019).
- ii. **Gloucestershire Police** – Details of a Stalking and Harassment Campaign.
- iii. **National Association of Local Councils (NALC)** – Chief Executive's Bulletin.
- iv. **Tewkesbury Borough Council** – Press Release: Local Elections.

### C/89/19 Correspondence Available in the Clerk's Office

None received.

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C/90/19 **Correspondence received after 4<sup>th</sup> April 2019**

- i. **Tewkesbury Borough Council**
  - a. **Press Release:** Funds available for playing pitches in Twyning.
  - b. **Borough and Parish Elections** - Statement of Persons Nominated, Notice of Uncontested Election and Guidance on Co-Option.
- ii. **National Association of Local Council's (NALC)** – Chief Executive's Bulletin.
- iii. **Society of Local Council Clerks (SLCC)** – Parishes and Participation presentation following meeting on 21<sup>st</sup> March 2019.

As there was no other business the meeting concluded at 8:05 p.m.