

FULL COUNCIL AGENDA



To: Cllr S Ward (Chairman) Cllr J Roberts (Vice Chairman)
Cllr Mrs D Bailey Cllr M Barnes
Cllr Mrs P Godwin Cllr P Mackenzie
Cllr Mrs E MacTiernan Cllr E Phennah
Cllr C Porter Cllr G Shelton
Cllr K Sollis Cllr Mrs S Terry

Date: 6th February 2020

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 12th February 2020 in the Ray Shill Room, at Northway Community Hub, Northway**, commencing at approx. **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 online or by written request to the Clerk.

.....
Clerk of the Council

COUNCIL AGENDA

WEDNESDAY, 12th FEBRUARY 2020 at 7.00 P.M.

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. **Resignation** - To receive a letter of resignation as Councillor from Colin Woodward. A Notice regarding Elections has been displayed. In the event that an election is not called then an advert for co-option will be displayed.
5. **Minutes of the Council Meeting that took place on 8th January 2020:** For approval and signature ([copy circulated to Members](#)).

Minutes of the Extraordinary Council Meeting that took place on 15th January 2020: For approval and signature ([copy circulated to Members](#)).
6. **Matters Arising from Council Minutes/Clerks Report:**

C/14/20 Newsletter Responses – *Gloucestershire Rural Community Council have been informed that the Parish Council are not progressing the Neighbourhood Plan. GRCC have responded that they will inform Tewkesbury Borough Council.*

C/06/20 Northway Lane Roundabout – *Gloucestershire Highways have been informed that the Council wishes to take over responsibility of the roundabout and a specification has been forwarded to them.*

C/25/20 Precept - *A precept of £185,581.00 (£185,580 as it has to be rounded to nearest £1) has been forwarded to Tewkesbury Borough Council.*
7. **Roads & Road Safety:**
 - i. 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.
 - ii. To receive update relating to progression of purchase of a Vehicle Activated Sign. To consider further action
8. **Borough Councillors' Reports**
9. **County Councillor's Report:**
10. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 15th January 2020 ([copy circulated to Members](#))

COUNCIL AGENDA

WEDNESDAY, 12th FEBRUARY 2020 at 7.00 P.M.

11. **General Purposes Committee:**
 - i. To receive the Minutes of the General Purposes Committee Meeting held on 15th January 2020. (Copy circulated to Members)
 - ii. To receive the Minutes of the Extraordinary General Purposes Committee held on 29th January 2020. (Copy circulated to Members)
12. **Finance Committee:**
 - i. To receive the Minutes of the Finance Committee Meeting held on 13th January 2020 (Copy circulated to Members)
 - ii. To receive the Minutes of the Finance Committee Meeting held on 29th January 2020. (circulated to Members).
13. **Emergency Planning Working Party** – To receive the Minutes from the Emergency Planning Working Party Meeting held on 22nd January 2020 (Copy circulated to Members).
14. **General Data Protection Regulations Working Party (GDPR)** – To receive the Notes from the GDPR Working Party Meeting held on 5th February 2020 (To be tabled).
15. **Standing Orders/Financial Regulations Working Party** – To receive the Notes from the Standing Orders/Financial Regulations Working Party Meeting held on 5th February 2020 (To be tabled).
16. **Financial Regulations** – To approve updated Financial Regulations (To be tabled)
17. **Staffing Committee:**
 - i. To receive the Minutes of the Staffing Committee Meeting held on 13th January 2020.(Copy circulated to Members).
 - ii. To receive the Minutes of the Staffing Committee Meeting held on 22nd January 2020. (Copy circulated to Members).
18. **Council Accounts:** To approve the schedule of bills paid and cheques for payment at 12th February 2020. (To be tabled).
19. **Defibrillators:**
 - a) To receive an update from South Western Ambulance Service relating to the Hub Defibrillator (Min Ref C/13/20 refers) (if received). To consider any further action.
 - b) Free Defibrillator training is taking place on Saturday, 4th April at 10.30am.
20. **Pollution** – To consider whether the Council wishes to progress any investigations into pollution in Northway. To determine.
21. **Luncheon Club** – To receive update relating to the Luncheon Club i.e. samples of paperwork, meeting with volunteer and insurance costings. To determine any further action.
22. **Parish Assembly** – To receive response from Mr Dibble to giving a presentation at the Assembly. To approve Agenda for the evening.
23. **Hiring of the Hub** – To receive response from Guides regarding change of times and attendance numbers. To review the charges (Min Ref FIN/26/20 refers). To consider suggestion regarding start time. To determine.

COUNCIL AGENDA

WEDNESDAY, 12th FEBRUARY 2020 at 7.00 P.M.

24. **Risk Assessment:** To receive a copy of the Risk Assessment recommended for approval by Finance Committee (Min Ref FIN/22/10). To review and approve. ([Copy circulated to Members](#)).
25. **War Memorial** (Min Ref C/261/19 refers) To consider whether to further investigate the possibility of a war memorial (plaque previously mentioned possibly quoting 'Lest we Forget or a Book of Remembrance). (The war horse bench has now been purchased and installed). To consider.

Exclusion of the Public and Press under Standing Order No. 1c, Viz: -

That in view of the special / confidential nature of the business about to be transacted i.e. relating to Book of Condolence, it is advisable in the public interest that the public and press are temporarily excluded and they are instructed to withdraw.

Exclusion Items – COUNCILLORS ONLY.

26. **Council and Public Share Event** – To receive any further information available relating to the proposed Council update scheduled for Wednesday 4th March 2020 (to be confirmed) and the public event the following week. To determine any actions if necessary.
27. **Trustees of Northway Youth Club:**
- i. To receive request that the Trustees of Northway Youth Club be allowed to install a cooker in the kitchen at the Village Hall, at their cost. To consider and determine.
 - ii. To receive provisional request that during the school holidays some of the young people undertake cookery classes in the Hub kitchen. To determine.
28. **Voluntary Work in Parish:** As agreed under Min Ref C/15/16, to receive reports of voluntary work undertaken by residents.
29. **Correspondence for Action:**
- i. **Gloucestershire Association of Parish & Towns Councils** - To consider attendance on any courses. To determine.
 - ii. **Gloucestershire County Council** – The Gloucestershire Local Transport Plan (LTP) Review . Details of public consultation (access to the full plan can be found at www.gloucestershire.gov.uk/ltp-review).
 - iii. **Tewkesbury Borough Council** – Tewkesbury Place Strategy – To receive invitation to attend a breakfast event including talks from Tewkesbury Businesses and information regarding the Garden Town Status . To determine.
30. **Correspondence for Information:**
- i. Tewkesbury Borough Council:
 - a) Cyber Central Garden Community – Public Consultation running from 13th January to 17th February 2020. It can be viewed at <https://cybercentral.commonplace.is/>.
 - b) Press Release – Electric Car Charging Points installed at Tewkesbury Borough Council's Offices.
 - c) Appeal decision by Robert Hitchins Ltd for up to 850 dwellings for land at Fiddington – The appeal has been allowed. (forwarded to Members by email).
 - d) Press Release – Garden Town makes progress as Ashchurch bridge project begins.

COUNCIL AGENDA

WEDNESDAY, 12th FEBRUARY 2020 at 7.00 P.M.

30. **Correspondence for Information: (Continued)/...**
- e) The Borough Council have booked the Hub to use as a Polling Station for the Police & Crime Commissioner elections due to take place on 7th May 2020.
 - f) Youth Support Team Training package sessions. (Details have been forwarded to the Trustees of Northway Youth Club).
 - g) Crime Statistics – If Members wish to check crime stats in Northway they can be found at www.police.uk/gloucestershire/DA1/crime/
- ii. **SLCC:**
- a) Details of Practitioners Conference in Kenilworth on 26th February 2020.
 - b) Invitation to AM on 5th March 2020.
- iii. **National Association of Local Councils (NALC):**
- a) Chief Executive's Bulletin x 4
 - b) Details of NALC Spring Conference.
- iv. **Gloucestershire County Council**
- a) Minerals Local Plan for Gloucestershire 2018-2032 – Notification of Inspector's Report.
 - b) Road Works Bulletin 24.1.20 to 2.0220
- v. **Worcestershire Council:**
- a) Minerals Local Plan Submission and Mineral Site Allocations DPD Call for Sites – For Information.
 - b) South Worcestershire Development Plan Review – Briefing for Parish and Town Councils on 31st March 2020, Guildhall, Worcester. (if you wish to attend please inform Clerk).
- vi. **Age UK** – A new drop in service will be operating from Northway Community Hub as of 11th February 2020.
- vii. **Play Gloucestershire** – Play Rangers are doing their last visit of the year on Friday, 21st February 2020.
31. **Correspondence Available In Clerk's Office**
- i. **Care Choices** – Copy of the Gloucestershire Care and Support Guide 2020.
32. **Correspondence received after 6th February 2020**

The next meeting of the Full Council will be Wednesday, 11th March 2020