

# 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  
Cllr C Woodward

Date: 6<sup>th</sup> June 2019

## NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 12<sup>th</sup> June 2019 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.

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Clerk of the Council

## COUNCIL AGENDA

WEDNESDAY, 12<sup>th</sup> JUNE 2019 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.
  - i. **Minutes of the Annual Meeting that took place on 14<sup>th</sup> May 2019:** For approval and signature ([copy circulated to Members](#)).
  - ii. **Minutes of the Council Meeting that took place on 14<sup>th</sup> May 2019:** For approval and signature ([copy circulated to Members](#)).
5. **Matters Arising from Council Minutes/Clerks Report:**  
  
*C/107/19 Public Participation – Tewkesbury Borough Council were informed of grass cutting complaints.*  
  
*C/93/19/ C117/19 Traveller Encampment at Northway Playing Field – To receive an update regarding installation of the new gate.*  
  
*C/111/19 Roads and Road Safety – A new Community Hub sign has been ordered for the junction of Northway Lane with Steward Road at no cost to the Council.*  
  
*C/111/19 Roads and Road Safety – Confirmation that the Vehicle Activated Sign (VAS) is due to arrive on the 1<sup>st</sup> July until 12<sup>th</sup> July 2019.*  
  
*C/126/19 Youth Provision in Northway – To receive update relating to summer youth provision.*  
  
*C/126/19 Youth Provision in Northway – Ashchurch Guides/Mencap were informed of the terms in which they could use the Hall.*
6. **Roads & Road Safety:** 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:** To include clarification relating to the new 'in house' set up at Gloucestershire County Council.
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on: 22<sup>nd</sup> May 2019 ([copy circulated to Members](#)).
10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 22<sup>nd</sup> May 2019 ([copy circulated to Members](#)).

## COUNCIL AGENDA

WEDNESDAY, 12<sup>th</sup> JUNE 2019 at 7.00 P.M.

11. **Community Event Working Party:**

- i. To receive the Notes from the Community Event Working Party Meeting that took place on 29<sup>th</sup> May 2019. (Copy to be tabled).
- ii. To receive feedback following the Community Event and Litter Pick.

12. **Emergency Plan Working Party:**

- i. To receive handouts and powerpoint from the Emergency Plan Working Party Meeting/Tabletop exercise that took place on 3<sup>rd</sup> June 2019 (copy circulated to Members).
- ii. To receive Notes from the Emergency Plan Working Party Meeting that took place on 5<sup>th</sup> June 2019 (copy circulated to Members).

13. **Youth Club Trustees/Council Informal Meeting:**

- i. To receive Notes from the Youth Club Trustees/Council Meeting that took place on 5<sup>th</sup> June 2019 (Copy to be tabled).
- ii. Following the meeting it was agreed that the Trustees would come back to the Council with responses to:-
  - Whether they were happy to consider the proposal of CMAS? (as included on the Agenda)?
  - Whether they were happy to match fund, with the Parish Council, a survey to be distributed to every home in Northway regarding youth provision up to a maximum cost of £150.00 each.
  - Whether they would be happy to work together i.e. a Steering Group/Management Committee to be formed as suggested.

14. **Council Accounts:** To approve the Schedule of bills paid and cheques for payment at 12<sup>th</sup> June 2019.

15. **Antisocial Behavior in Northway** – To receive an update relating to antisocial behavior in Northway and any actions taken.

16. **Charity Events 15<sup>th</sup> June and 6<sup>th</sup> July** – To receive risk assessment from Tewkesbury Town Football Club.

17. **Section 106** – To consider improvements to the sports facilities at Northway Playing Field.

18. **Annual Governance Return and Accounts for the Financial Year 1 April 2018 to 31 March 2019**

- i. **Annual Governance Statement** - To receive recommendation from Finance Committee (Min FIN/44/19 refers) that the responses were accurate and should be approved by Full Council. To determine. (copy circulated to Members)
- ii. **Accounting Statements** – To receive recommendation from Finance Committee (Min Ref FIN/46/19 refers) that the Accounting Statements were accurate and should be approved by Full Council. To determine. (copy circulated to Members)
- iii. **Accounts for the Year ended 31 March 2019** – To receive recommendation from Finance Committee (Min Ref FIN/45/19) that the Accounts for the Year ended 31 March 2019 should be approved by Full Council. To determine (copy circulated to Members).

## COUNCIL AGENDA

WEDNESDAY, 12<sup>th</sup> JUNE 2019 at 7.00 P.M.

18. **Annual Governance Return and Accounts for the Financial Year 1 April 2018 to 31 March 2019**  
(continued)
  - iv. **Public Rights Notice** – For information ([copy circulated to Members](#)).
  - v. **Internal Auditor’s Report** – To receive the report of the Independent Internal Auditor including Bank Reconciliation. To approve ([copy circulated to Members](#)).
  - vi. **Further Items** – To consider any further items relating to the end of year accounts and Audit. To determine any necessary action.
19. **Defibrillator:**
  - i. **Response from NCV** – To receive response from the Chairman of NCV regarding the Parish Council being unwilling to take on responsibility of a further defibrillator at this time.
  - ii. **Update** – To receive a further update relating to a fourth defibrillator and consider any further action. To determine.
20. **Voluntary Work in Parish** – As agreed under Min Ref C/15/16, to receive reports of voluntary work undertaken by residents.
21. **Groundworkers Meetings** – To receive any feedback from Cllr Terry regarding Groundworkers Meeting.
22. **Correspondence for Action:**
  - i. **Joint Core Strategy** – BDP Report following event that took place in November 2018. To consider whether to make any comments ([copy circulated to Members](#)).
  - ii. **Gloucestershire Association of Parish & Towns Councils** – To consider attendance on any relevant courses. To determine.
23. **Correspondence for Information:**
  - i. **Worcestershire County Council** – Minerals Local Plan.
  - ii. **National Association of Local Councils** – Chief Executive’s Bulletin
  - iii. **Tewkesbury Borough Council** – Press Release – A new council for Tewkesbury Borough.
  - iv. **Information Commissioner’s Office** – Paying the Data Protection Fee – an update.
  - v. **Gloucestershire Rural Community Council (GRCC)** – Details of a grant available for Village Hall Improvements.
24. **Correspondence Available in the Clerk’s Office:**
  - i. Community Alerts – Details of The Big Lunch 2019
  - ii. Community Alerts – Details of Fake talk talk emails
25. **Correspondence received after 6<sup>th</sup> June 2019**

The next meeting of the Full Council will be Wednesday, 10<sup>th</sup> July 2019