

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 May 2020

NOTICE OF MEETING

You are summoned to a of the Council that will be held on **WEDNESDAY, 13th May 2020**, commencing at **7.00 p.m.** to include a period of public participation directly after 'Apologies' have been received.

Following the passing of the Coronavirus Act 2020 (c.7), Council are unable to meet in person during the COVID emergency. This meeting will, therefore, be held online via the Zoom video conferencing system. To view the meeting from a computer, tablet or smartphone use this link:

***Councillors – Link will be forwarded before Meeting.
Parishioners – Please contact Parish Council for details***

Alternatively go to the Zoom Website (zoom.us), click 'join a meeting' and enter the Meeting ID (Link to be forwarded). Allow a few minutes to download and open the Zoom application if you have not used Zoom before. You do not need to register with Zoom to join a meeting.

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, 13th MAY 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).

Members of the public are welcome to attend meetings and can use the link to join. Members of the public have no right to participate in the general proceedings of the Council, unless invited to do so by the Chairman. During the meeting members of the public will be muted.
 - 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. **Vacancy** – No applications have been received to date, but advertising will continue.
5. **Council Meetings:** -
 - **Minutes of the Council Meeting that took place on 11th March 2020:** For approval and signature ([copy circulated to Members](#))
 - **Minutes of the Extraordinary Council Meeting that took place on Wednesday, 18th March 2020 directly following a meeting of the General Purposes Committee:** For approval and signature ([copy circulated to Members](#)).
6. **Matters Arising from Council Minutes/Clerks Report:**

C/64/20 Roads & Road Safety – Corex 30mph signs have been requested for various locations in Northway. Local Highways Manager is going to see if he can source.

C/80/20 Voluntary Work in the Parish – Mr Danter installed the Bug Box/Hedgehog House at the front of the building (Pictures sent to Members). A letter of thanks was forwarded to him.
7. **Annual Meeting** – To ratify deferment of this meeting until May 2021 and consider whether this should relate to all Committees too. To determine.
8. **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.
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 18th March 2020 ([copy circulated to Members](#))
10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 18th March 2020. ([Copy circulated to Members](#))
11. **Events Working Party** – To receive the Notes from the Events Working Party Meeting held on 9th March 2020 ([Copy circulated to Members](#))

COUNCIL AGENDA

WEDNESDAY, 13th MAY 2020 at 7.00 P.M.

12. **Staffing Committee** – To receive the Notes from the Staffing Committee Meeting held on 4th March 2020 ([Copy circulated to Members](#)).
13. **County/Borough Councillors** – To receive reports.
14. **Council Accounts:**
 - To ratify the schedule of bills paid and cheques for payment at 8th April 2020 (previously forwarded to Members by email).
 - To approve the schedule of bills paid and cheques for payment at 13th May 2020 (forwarded to Members by email).
15. **Parish Assembly** – As the Parish Assembly was cancelled to approve release of certificate to Elizabeth Brown to include a bouquet of flowers. To determine.
16. **Insurance Renewal:** To review and approve the Insurance schedule received from Zurich. Upon advice, the Clerk asked for a re-quote to cover subsidence at the Village Hall and Hub, and loss of revenue at all three premises. ([Copy circulated to Members](#)).
17. **Corona Virus (Covid-19)**
 - i. To receive details of cancelled events:-
 - Public Share Event scheduled for 16th March
 - Parish Assembly scheduled for 23rd March
 - Litter Picking scheduled for 28th March
 - Defibrillator Training scheduled for 4th April
 - Council Meeting scheduled for 8th April
 - Planning Committee Meeting scheduled for 15th April
 - General Purposes Committee Meeting scheduled for 15th April
 - Finance Committee Meeting scheduled for 29th April
 - Annual Meeting scheduled for 13th May
 - Police and Crime Commissioner Elections 7th May
 - ii. To receive copies of 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and Memorandum of Explanation. To consider if any amendments are necessary to Standing Orders. To determine.
 - iii. To receive information relating to the Annual Governance and Accountability Return (AGAR) 2019/20 in light of necessary changes.
 - iv. To ratify Cllr MacTiernan's application for a £1,000 Grant for the benefit of the Community. To determine.
 - v. To ratify the Clerks application for a COVID-19 Small Business Grant / Retail, Hospital and Leisure Grant.
 - vi. To consider safety measures that could be put in place at the Hub following any relaxing of Lockdown, i.e. hand sanitisation stations (mounted or on a table), facemasks etc. To determine action.
 - vii. Covid-19 Flyer – To ratify costs of producing and distributing Covid-19 Flyer in Northway. To approve.
 - viii. To consider any other necessary actions relating to the Corona Virus and determine.

WEDNESDAY, 13th MAY 2020 at 7.00 P.M.

18. **Internet Banking** - To consider moving to internet banking, and whether Finance Committee should investigate this more fully. To determine action.
19. **Ashchurch/Northway Bridge Project** – To receive any updates and consider any responses/actions. To determine.
20. **Correspondence for Information:**
 - i. **Society of Local Council Clerks:-**
 - a) Numerous updates relating to the Corona Virus and Parish & Town Councils.
 - b) The Clerk Magazine – Vol 51 No 3 May 2020
 - ii. **Clerks & Councils Direct** – Magazine May 2020 Issue 129
 - iii. **Pellegram.co.uk** – This organisation contacted The Chairman offering to help with the production of a Neighbourhood Development Plan (NDP) as they are helping the Town and Ashchurch Rural. The Chairman explained that after contacting the Community to offers of help were forthcoming.
 - iv. **Gloucestershire County Council:-**
 - a) Notice of adoption of the Minerals Local Plan for Gloucestershire (2018-2032)
 - b) Highways Briefing on behalf of Cllr Smith.
 - c) Numerous updates relating to the Corona Virus (forwarded to Members)
 - v. **Gloucestershire Association of Parish and Town Councils (GAPTC)** – A copy of its Service Level Agreement for 2020/21.
 - vi. **South Worcestershire Development Plan Review** – This confidential document was forwarded to Members on 6th April 2020.
 - vii. Tewkesbury Borough Council - Numerous updates relating to the Corona Virus (forwarded to Members)
21. **Correspondence Available In Clerk's Office** - Campaign to Protect Rural England (CPRE) - Newsletter (containing an article relating to Ashchurch expansion and upgrading the A46).
22. **Correspondence received after 6th May 2020**

The next meeting of the Full Council will be Wednesday, 10th June 2020