

Minutes of the Council Meeting held on Wednesday, 8th July 2020

Following the passing of the Coronavirus Act 2020 (c.7), Councils are unable to meet in person during the COVID emergency. This meeting was therefore held via a Zoom link, with Councillors connecting remotely. The meeting began at 7:10 p.m.

Present: Cllr S Ward (Chairman) Cllr J Roberts (Vice Chairman)
Cllr M Barnes Cllr Mrs P Godwin
Cllr P Mackenzie Cllr Mrs E MacTiernan
Cllr E Phennah Cllr Mrs S Terry

In Attendance: Mrs C Woodward, Clerk of the Council
Mr T Treacy, Clerk's Assistant (Temp) (From Min Ref C/143/20)

C/136/20 Apologies for Absence

Apologies for absence had been received from Cllr Porter and County Cllr Smith.

C/137/20 Public Participation

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

FOR: UNANIMOUS

Cllr MacTiernan informed the meeting that she had recently spoken with Richard Dunn who had checked on the Giant Hogweed reporting that none was visible. There was a lot of overgrowth in the area and he would check again.

Cllr Mackenzie advised Members that he had noted rubber strips in the road at the top of the Park and wondered whether this was the survey that was required before the Vehicle Activation Sign was approved.

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

FOR: UNANIMOUS

C/138/20 Declarations of Interest

As required by the Code of Conduct adopted by the Parish Council on 11th July 2012 (Minute Ref C/159/12), including paragraph 12(2). Cllr MacTiernan declared an interest in Agenda Item 17 relating to Ashchurch/Northway Bridge project as she sat on the Borough Council Members Reference Panel for the Garden Town as well as Executive. Cllr Godwin also declared an interest as she sat on the Borough Council Members Reference Panel for the Garden Town.

C/139/20 Councillor Resignation/Vacancy

Resignation – The Clerk informed the Council that a Notice of Vacancy had been received from Tewkesbury Borough Council (TBC), in relation to the recent resignation of Cllr Bailey. The Notice had been displayed online. Democratic Services had now advised that there had been no calls for the vacancy, created by the resignation, to be filled by the holding of an election and therefore the Parish Council could proceed to fill by co-option.

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C/139/20 Councillor Resignation/Vacancy (Continued)

A letter of thanks had been received from Diana Bailey, for the letter and flowers that she had received from the Council. Her resignation had been reported on social media as well as by Gloucestershire Live.

Vacancy - No applications had been received for the position of co-option.

C/140/20 Council Meetings

Cllr Terry noted an error in the Minutes under C/126/20 where it stated that she had proposed and seconded a motion. Cllr Godwin confirmed that she had, in fact, seconded the motion. With this amendment noted Cllr Terry PROPOSED that the Minutes of the Council Meeting that took place on 10th June 2020 should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: UNANIMOUS

C/141/20 Matters Arising from Council Minutes/Clerks Report

C/127/20 Annual Governance Return and Accounts for the Financial Year 1 April to 31 March 2020 – Exercise of Electors Rights – This would be taking place for the 30 working days from 8th July.

C/129/20 Corona Virus (Covid-19) Local Nomination – The Clerk read the response from Amanda Prout, thanking the Council for her Certificate of Appreciation, and bouquet of flowers.

C/129/20 Corona Virus (Covid-19) Government Nomination – The Clerk informed the Council that acknowledgements had been received in relation to the nominations of Freda Smith and Amanda Prout. The Clerk asked if any Members had anything further they wished to add in support of the nominations. There were no additional contributions, but Cllr Terry noted that the nominations had been very well written and thanked the Clerk.

C/130/20 Crime and Disorder – The Clerk informed the Council that the Police had not been able to gather any evidence from the spray paint tin that they had previously collected from the Hub. The Clerk further informed the Council that Tewkesbury Borough Council (TBC) had confirmed that in September, they would be clearing the area of land where the monument stood. Following discussion with TBC, the Clerk believed that not only would the hedges be cut back to no more than one metre high, the rest of the area was to be extensively cut back. Cllr Ward was able to show a number of slide views taken from within the overgrown area, demonstrating how well-hidden individuals could be, due to the growth of the bushes. Cllr Terry commented that Cllr Ward had done a very good job of cleaning the graffiti from the monument.

C/100/20 & C/118/20 Water Plus - The Clerk made the Council aware that Water Plus had written providing an update to their Locate and Expose request. The wholesaler had advised that the request was passed on to Gallaghers, who would attend to expose the meter and take a reading. There was no timeframe in place for this to be done. There may still be an issue with this as it was believed that the meter was in a garden in Fairway.

C/142/20 Roads & Road Safety

- i The Clerk read an email that Cllr Shelton had sent to PCSO Simpson, regarding a van that he believed was being parked in Kestrel Way inappropriately. It also referred to a residence along The Park that was using their driveway as a car repair area. The reply to Cllr Shelton, from PCSO Simpson was also read out, advising that he had visited the residents concerned a number of times and no offence was being committed at those times, they were entitled to park as many cars as they wished on their private driveway. The matter of noise was not a Police matter and should be referred to Environmental Health at TBC. It was noted that the reply was also shared with the Clerk, to ensure that it was logged, as Cllr Shelton had written in the capacity of a Parish Councillor (although this had not been authorised by Council).

Cllr Mackenzie also shared an email exchange that he had had with a Police Sergeant within the Tewkesbury Neighbourhood Team, regarding speeding on Northway Lane and The Park. The Sergeant confirmed that the Police continued to address anti-social behaviour, but they could not act unless they were given evidence or witnessed incidents themselves. Cllr Mackenzie expressed the view that nothing was likely to happen with regard to improved road safety, unless someone was run over. Cllr Mackenzie commented that he would be happy to purchase his own CCTV, but unless it was registered for capturing speeding, it would be of no use.

Cllr Roberts asked if it would be possible to ask the PCSO to keep a watch on the area, whilst Cllr Mackenzie enquired if a request could be made of the police to abandon their high viz jackets for a short time and patrol the area during the 5:30 to 6:30 timeframe, when the issue appeared to be at its worst. Cllr Ward agreed that the question could be asked but was unsure about whether the high vis jacket was a compulsory part of the uniform. Cllr Ward also made the point that traffic monitoring was taking place in the area, which may provide more data, which in turn may further highlight the situation to the Police.

Cllr Roberts recalled that there had been an agreement to purchase a Vehicle Activation Sign (VAS) that recorded certain data. Cllr Ward advised that the Council could capture some data but not vehicle recognition data as that system cost in the region of £20,000 (also the Council may not have authority to do this) so had not been progressed. Other instances of inconsiderate parking were discussed, with the prospect of a letter to residents being sent out, or even double yellow lines in certain areas. These initiatives however had both been rejected on the grounds of cost and potential complexity.

Cllr MacTiernan PROPOSED that this subject should be included in the next Newsletter and that the Council should place some dependency on the good will of the public to comply with speed limits and parking requests. Cllr Terry SECONDED.

FOR: UNANIMOUS

- ii **Northway Lane Roundabout** – The Clerk reminded Members that they had agreed to take on the management of this roundabout. Approval had now been received from Gloucestershire County Council (GCC) but they were undertaking electricity cable checks before the proposed improvements could take place.

30 mph Corex Signs – The Clerk advised that the Local Highways Manager, GCC had agreed to chase these up to be placed along The Park.

Northway Lane (between Saxon Park and Apple Tree Court) – GCC confirmed that work on this scheme was scheduled for October but a firm date would be advised nearer the time.

Vehicle Activation Signs (VAS) – The Traffic Monitoring Team has been contacted for a date when they would carry out the survey at the north end of Hardwick Bank Road. The Local Highways Manager advised that traffic volume was low at the current time, and there was a concern that the figures returned may not be enough to meet the criteria. However, Craig Freeman from GCC believed that Northway would benefit from a VAS and therefore agreed to cover the costs of the survey.

- iii **Road Safety Committee Meeting** – The date of the next Road Safety Committee was scheduled for 23rd September 2020. The Clerk advised that there was currently no list of topics for the agenda and asked the Council if any Members had any items, the following were raised for inclusion: -

- Review any data that had been captured by the current traffic monitoring system in The Park / Northway Lane location, if any were available.
- Speeding and dangerous driving in Northway.
- Risk to children crossing at The Park/Northway Lane junction.
- Progress regarding the footway by-passing the humpback bridge to the A46 (an area was left for this purpose)

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C/142/20 Roads & Road Safety (Continued)

Cllr Ward asked the Council that if they had any other items for inclusion, that they be forwarded to the Clerk for the September agenda.

- iv **Gloucester County Council Weekly Street Works** – A number of areas were shown where works had recently taken place including Kestrel Way, Northway Land and The Sandfield.

C/143/20 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 17th June 2020.

7.55 p.m. Terry Treacy joined the meeting.

C/144/20 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting that took place on 17th June 2020.

C/145/20 Staffing Committee

Members received the Minutes of the Staffing Committee Meeting held on 3rd June 2020.

C/146/20 County Councillor Report

County Councillor Smith had tendered his apologies and not supplied a report to be tabled.

C/147/20 Borough Councillors' Report

Cllr MacTiernan advised the meeting that there was very little happening at the Borough and as the meeting had started late, and there was still a lot to get through, she would not be providing a report.

Cllr Roberts noted that free parking in the town had been extended to 12th July 2020. Cllr MacTiernan reported that she had been involved in the discussions that led to the extension of free parking.

C/148/20 Northway Village Hall

The Council was advised that two drainage pipes at the Northway Village Hall had been vandalised. Pictures were shown of the damage that had been done and the subsequent repairs carried out by Cllr Ward. To prevent further damage Cllr Ward had fitted galvanised steel covers to the new pipes. This was reported to the Police who enquired whether there was any CCTV available.

The Council was asked to ratify the costs of the repairs. Cllr MacTiernan PROPOSED that the costs be ratified. Cllr Roberts SECONDED.

FOR: UNANIMOUS

C/149/20 Council Accounts

Cllr Godwin questioned the electricity charge of £59.54 to the Village Hall which had been unused for the past few months. She believed the period of the charge was 11th June to 7th July 2020 (it was subsequently discovered that the invoice was, in fact, for a three-month period). When asked if the meter readings were

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C/149/20 Council Accounts

checked, the Clerk confirmed that they were, and advised that she takes a photograph each time. Cllr Godwin queried why there were daytime and night-time readings, and the Clerk advised that it is still the 'Economy 7' system installed there.

Cllr Ward suggested that it would be worthwhile going to the Village Hall just to check that everything was in order and see if anything had been left running.

Cllr Terry PROPOSED that the schedule of bills paid and cheques for payment at 8th July 2020, totalling £11,826.27 should be approved. Cllr Roberts SECONDED.

FOR: UNANIMOUS

Cllr Terry expressed concern that the Agenda did not reach her until the Tuesday, having been posted first class the previous Thursday, and wondered whether the Post Office should be made aware.

Cllr Ward suggested that a test of service between first and second class could be done. Cllr MacTiernan asked if Agendas and previous Minutes could be sent via email, the Clerk said she had done this when Councillors advised that they had not received her but there was always a legal requirement that they had to be delivered to the door.

Cllr Ward PROPOSED that a letter be sent to Royal Mail. Cllr Roberts SECONDED.

FOR: UNANIMOUS

C/150/20 Corona Virus (Covid-19)

- i. **Opening Community Hub** – Cllr Roberts reported that the Working Party had held a long and complex meeting to discuss re-opening of the Community Hub and the Play Park. A copy of the Risk Assessment was tabled.

The recommendation was made at that meeting that the two-metre social distancing measure be maintained at the Hub. It was also recommended that the Clerk's Assistant should continue to use the separate office that had been prepared. Any prospective users of the Hub would need to submit their own risk assessment and group numbers would have to be reduced, perhaps to 14 for Martial Arts and 14/15 for Slimming World which would be very limiting. Martial Arts had provided a very thorough Risk Assessment but were classed as a Sport so could not operate yet. Private bookings and parties would be very difficult to monitor so no bookings should be taken at this time.

Cllr MacTiernan questioned where the separate office was, and she was informed that it was in the Ray Shill Room of the Hub. The office has been fitted with an internet telephone, along with tea and coffee making facilities. Once the building was opened the public would only have access to the disabled toilet and the others would remain locked for staff use only.

Cllr Roberts reported that the Working Party recommended free-standing hand sanitizers within the Hub and mats for the entrances / exits. Signage would be required for the doors saying if people had any symptoms of COVID-19 that they must not enter the building and if anyone entered the building with the symptoms the Hub would have to be closed for 72 hours. It was also noted that a one-way system was recommended as well as 2 metre markings outside the building. It was generally agreed that delaying the re-opening until September was a sensible approach and would provide time to properly assess the various aspects associated with that, allowing the Council to see how other facilities that have opened are faring, including the Council's own risk assessment.

The Clerk added that she had been in contact with the Manager at Wheatpieces Community Centre, they had opened but most the hirers could not get insurance to allow them to begin meeting so at the

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C/150/20 Corona Virus (Covid-19) (Continued)

moment there is just one group using the Hall. He also sent a copy of his Track and Trace form that he gave to hirers and a copy was to be kept by them and one given to the office, but the onus falls on the hirer.

Details of a 'Fogger' sanitising machine was tabled which could be used for cleaning at the Hub. Although quite an expensive purchase at £205.00, Cllr Roberts believed that it would allow the Caretaker to sanitise larger areas very quickly. The Clerk advised the Council that she had applied for a new grant via TBC, for £1000.00, to help with re-opening costs and the Council unanimously ratified the application. It was also noted that the grant could be possibly be applied for more than once.

Cllr Roberts referred to the pictures being tabled of sanitisers and added that it would not look very good having bottles around and he did not like to see things stuck on the walls so his personal preference was for a free standing sanitiser station, with the benefit of being able to move it around. Cllr Roberts also pointed out that although the Council would be providing sanitiser at the entry points, hirers would be expected to provide their own for their groups.

Cllr Roberts PROPOSED acceptance of the recommendation to open the building in September and in preparation for that, the Council would need to purchase two free-standing sanitiser stations (Sanitise-Plus brand), two mats showing the recommended social distancing measures, further signage and the fogger sanitising machine. Cllr Terry SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan thanked the Clerk for pursuing the grant application and suggested that if anticipated expenditure was likely to exceed the initial amount, that an additional application be made.

The Clerk read a statement relating to holding physical Council Meetings. Cllr MacTiernan PROPOSED that the first meeting in September be held over Zoom and re-assess whether meetings change to physical after that point. Cllr Terry SECONDED.

FOR: Cllr Barnes Cllr Godwin
Cllr Mackenzie Cllr MacTiernan
Cllr Terry

AGAINST: Cllr Phennah Cllr Roberts
Cllr Ward

- ii. **Opening Play Park** – Cllr Terry advised the Council that, as with opening the Hub, there would be a degree of risk because of parents and children going into the area and possibly leaving virus droplets. The Council had a choice whether to keep the play park closed or whether to open but making it clear that it was at user's own risk. Some of the Government recommendations i.e. having a hand sanitiser at the play park were not practical. Ground markers could be provided, and some swings could be removed, in order to promote social distancing. A number of signs and posters were shown to the Council, along with some noticeboard style poster holders, with indicative pricing.

The Clerk advised the Council that she had been informed by Tewkesbury Borough Council that they had not 'officially' opened the Play Parks but were in the process of having permanent signage made.

Cllr MacTiernan commented that the number of signs the Council decided to put up would be of little value, as they would be ignored. She also expressed the view that there should be a sign which absolved the Council of any liability if people choose to use the Play Park. Cllr Roberts agreed with the sentiment expressed by Cllr MacTiernan but stated that the Council had a duty to install signs, as a risk mitigation and if the Council wished its insurers to cover them the signage would be essential. If adequate signage was not to be installed, then the Play Park should remain closed.

C/150/20 **Corona Virus (Covid-19) (Continued)**

Cllr MacTiernan enquired what how the Council would deal with the equipment that would not allow for social distancing such as the basket swing and roundabout. Cllr Roberts reiterated earlier comments that swings were to be removed, and the roundabout was wide enough to allow for social distancing. The natter tube was more of a concern as children blow / talk down the tube so this needed to be blocked off.

Cllr Roberts commented that although the Government had given 4th July 2020 as the date Parks could open, it had left Councils with the final decision. Cllr Roberts also expressed his view that responsible parents should be allowed to use the Play Park, however the Council would also reserve the right to close the Play Area again if it was noted that people were not complying with the guidance.

Cllr Phennah PROPOSED that the Council delegate final approval of the signs to the Working Party. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan asked what the proposed timeframe for re-opening would be, and Cllr Ward suggested that the end of July may be possible.

After some discussion about funding, Cllr Roberts PROPOSED a figure of up to £1000.00 to cover the costs of signage. Cllr Terry SECONDED.

FOR: UNANIMOUS

- iii. **Further Actions** – No further actions.

C/151/20 **Ashchurch/Northway Bridge Project**

- i. **Feedback Letter** - A recent press release referring to a development proposal at the MoD base was tabled, the MoD had made an announcement that they were planning on investing significantly in the site but would be releasing 15 hectares of land to help with the shortfall in available land for housing supply.
- ii. **Monthly Meeting** – Cllr Ward provided feedback from the Garden Town/Parish Meeting that he recently attended along with Cllrs Roberts and Barnes. The Concept Master Plan was tabled for the Council to see, which indicated development on the MoD site, which would not now be the case. Cllr Ward observed that a number of images in the Plan were of no relevance to the Tewkesbury development, in light of the major changes with the MoD site. Cllr Roberts commented that any queries raised in relation to the Plan were likely to receive feedback along the lines of 'this was conceptual', and that re-planning would have to be done.

It was reported that Ashchurch Rural Parish Council (ARPC) were not happy during the meeting, having not been included in updates relating to the MoD site. Cllrs Ward and Roberts were in agreement that the meeting had little substance and was most likely a 'box ticking' exercise. Cllr Roberts felt that Jonathan Dibble (Programme Manager, Tewkesbury Garden Town) was in a difficult place 'stuck between a rock and a hard place', he also felt that ARPC were viewing it as more of a negotiation than a consultation. He expressed his disappointment that the concept baseline did not appear to have moved on for approximately two years. Cllr Roberts went on to say that the highlight of the meeting was that Jonathan Dibble was really pleased that bridge was being funded first, there was normally a lot of criticism that infrastructure was not put in place before development but this time criticism was being received for putting infrastructure in first.

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C/151/20 Ashchurch/Northway Bridge Project (Continued)

Cllr Phennah asked if there was any indication that the Ashchurch/Northway bridge would not be built. Cllr Roberts advised that, in his view, the bridge was going to be built. The order of priority seemed to be the bridge first, then the adjoining roads, followed by housing, and the whole thing seemed to be moving at a fast pace. Cllr MacTiernan was able to elaborate, advising that the new road would join Hardwick Bank Road at Mill Farm with a roundabout and go east to join up with the B4079 with another roundabout. Network Rail would not close the level crossing until the new roads were in place.

Cllr Phennah asked if there was any indication that the dead-end road at Morrisons would continue, but Cllr Roberts reported that it was not mentioned in the meeting and that it felt like the Garden Town Project Team were following due process. Cllr Barnes agreed, stating that nothing was achieved after a meeting lasting over two hours.

C/152/20 Meeting Schedule

Cllr Terry PROPOSED that the meeting schedule for the second half of the year be approved. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

C/153/20 Changing Room / Northway Village Hall

- i. **Storage** - It was confirmed that the items that had been stored behind the Village Hall, and the lean-to had all been removed, as had been asked by the Council (Min Ref C/135/20 refers). Jamie Beadle, Chairman of Northway Community Volunteers (NCV) had sent an email of apology.
- ii. **Metal Shed** – NCV had requested that the Council consider allowing a 3 metre x 4 metre metal shed to be placed behind the Village Hall to store items, as they had lost some of their storage space recently and the Village Hall had not got enough space for more storage (except in the roof space). Cllr Roberts commented that he would support this request. The Clerk informed that Council that she had written to Tewkesbury Borough Council to enquire whether planning permission would be required, an initial standard letter had been received but a formal response was still awaited. Cllr Terry PROPOSED approval of allowing a shed of no more than 3 metres x 4 metres as well as a gate behind the Village Hall, if planning permission were required it would be a NCV's cost. Cllr Roberts SECONDED.

FOR: Cllr Terry Cllr Roberts
Cllr Barnes Cllr Mackenzie
Cllr MacTiernan Cllr Phennah
Cllr Ward

ABSTENSIONS: Cllr Godwin

C/154/20 Crime and Disorder

Antisocial Behaviour - Cllr Ward provided some background and an update to issues at two local addresses, one of which resulted in an individual being badly injured and an area close to the Hub being cordoned off for over two days and a couple of arrests made. That particular incident was now closed.

Cllr Ward gave an overview of two other major ongoing issues which had been a problem for a number of years and thanked Cllr MacTiernan for her recent involvement. Cllr Ward informed the Council that Bromford (Severn Vale), the Police and now TBC were all aware of these issues but it seemed to be proving difficult to make all parties come together to help resolve the situations. There was now some progress being made.

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C/154/20 Crime and Disorder (Continued)

Cllr Roberts had made observations that some residents from Saxon Park walked in that direction most nights, returning shortly afterwards, and he suspected it involved illegal substances.

Fires - The Clerk provided an update to the recent issue of fires being started in the area. There was some significant evidence as to who had been involved, but a vital witness and retracted her account but, nevertheless, the Police would be visiting the homes of each of the names that had been put forward. The Police had informed the Clerk that the fires may have been related to a social media 'challenge' that was doing the rounds at the beginning of June.

Cllr Roberts made the Council aware of a suspected break in, to a car parked at the train station. The damage was such that it seemed more like an attempt to steal from the car, rather than it being an act of vandalism.

C/155/20 Correspondence for Action

- i. **Gloucestershire Association of Parish & Town Councils (GAPTC)** - The Clerk informed the meeting that there were not many courses being run at this time but one that Cllr Mackenzie wished to go on, 'Being a Better Councillor'; had been over-subscribed, so he was not able to attend. He would, however, attempt to go at a later date.
- ii. **National Association of Local Councils (NALC) New Model Code of Conduct** - A Consultation had been received relating to the New Model Code of Conduct and Members considered whether this should be responded to as a Council as well as individuals. The Clerk reminded Members of this importance of this Consultation as it was something, they all had to sign up to. Although this had already been forwarded to Members it was AGREED it should be responded to individually and that the Clerk should re-send it to remind them to complete it. The deadline for this to be responded to was 17th August 2020.

FOR: UNANIMOUS

C/156/20 Correspondence for Information

- i. **Gloucestershire Rural Community Council (GRCC) Going the Extra Mile (GEM)** – Members received an email from the GEM navigator developer for the Tewkesbury Area regarding the project.
- ii. **Society of Local Council Clerks (SLCC)** – Newsletter date 26th June 2020.
- iii. **National Association of Local Councils (NALC)** – Chief Executive's Bulletins 19th June 2020. 26th June 2020.
- iv. **Midcounties Co-op** – Members received a request for volunteers. This information had been forwarded to Councillors, Northway Community Response and Gloucestershire Hub (via TBC), Cllr Mackenzie had offered his services.

C/157/20 Correspondence received after 2nd July 2020

- i. **National Association of Local Councils (NALC)** – Clerk's Magazine.
- ii. **Defibrillator Reports** – The resident responsible for the Hardwick Bank Road Defibrillator Reports had advised that she was behind and it would be better if someone else took it on. Cllr Phennah offered to do the checks after being trained. It was explained that this was a weekly task, with an on-line report to be submitted to South West Ambulance, once a month. Cllr. Mackenzie also offered to help, in a deputy capacity. Cllr Ward thanked both volunteers for their offers of help. It was also agreed to forward a letter of thanks to the resident who had been looking after the machine to date.

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C/156/20 Correspondence for Information (Continued)

- iii **Hinkley Point** – The Clerk tabled an update on the Hinkley Point Permit Variation Application. This was relating to the installation of an Acoustic Fish Deterrent at the site. The Clerk agreed to send the document to those Councillors that had expressed an interest in it.
- iii. **Tewkesbury Town Football Club** – The Clerk provided an update on progress that the Football Club was making following their successful grant applications. The Club were undertaking improvements with the help of the grants to include:-
- Weed and feed across the field
 - Fill holes and resurface areas of high wear
 - Vertidrain (drainage and aeration with spikes).
 - Extend the pitch towards the changing rooms by 8 metres to make it approved for the next division.
 - Fit the sleeves for the new goals and the council purchased for the top pitch
 - Purchase and fit new goal sleeves to the pitch closest to the changing rooms
 - Seed areas of the pitch where grass growth is poor

To help with the improvements the Club could make use of Drag Mat, which would be used to level the pitch surface. The Club had asked if the £500 required to purchase one could come from some Section 106 money for the improvement of pitches held by Tewkesbury Borough Council (TBC). The Clerk informed the Council that she had been in touch with TBC and had received a positive response to the request. The Clerk advised that there was, in the region of £6,000 remaining in the fund. Cllrs Roberts, Ward and Terry expressed their view that it was very encouraging to see Tewkesbury Town Football Club being so pro-active in the area in a way which brought about improvements for so many. Cllr Roberts PROPOSED that, subject to formal approval from TBC, Northway Parish Council approved the Clerk applying for the funds to make the noted improvements. Cllr Ward SECONDED.

FOR: UNANIMOUS

There being no further business, the meeting concluded at 9.30 p.m.