

FULL COUNCIL AGENDA



To: 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 C Porter
Cllr G Shelton Cllr K Sollis
Cllr Mrs S Terry

Date: 3rd September 2020

NOTICE OF MEETING

You are summoned to a meeting of the Council that will be held on **WEDNESDAY, 9th September 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 go to the Zoom Website (zoom us), click 'join a meeting and enter the Meeting ID:

ID: 819 1571 1707

Password: 682912

Link: <https://us02web.zoom.us/j/81915711707?pwd=OFJxRXd3dkFkRVdpRGFsUWpWMMkU4QT09>

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, 9th SEPTEMBER 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. **Councillor Resignation/Vacancy:** - To consider any applications for co-option.
5. **Minutes of the Council Meeting that took place on 8th July 2020:** For approval and signature ([copy circulated to Members](#))
6. **Matters Arising from Council Minutes/Clerks Report:**

C/149/20 Council Accounts – A letter of complaint was forwarded to Royal Mail regarding the lack of delivery of Agendas. To receive any feedback.

C/157/20 Tewkesbury Town Football Club – Tewkesbury Borough Council have approved the Clerk's application for funds from section 106 monies for a 'drag mat' to be used by the Football Club for maintenance of the pitches.

C/156/20 Defibrillator Reports – A letter of thanks was forwarded to the resident who was responsible for the Hardwick Bank Road Defibrillator, this role has now been taken over by Cllr Phennah. Cllr Mackenzie has cleaned/disinfected the defibrillator and telephone box and has offered to do this on a regular basis.

C/155/20 NALC Model Code of Conduct – It was agreed at Full Council that this consultation should be responded to by Councillors individually and was forwarded to Members on 28th July 2020 to allow them the opportunity to complete it and return by 17th August 2020.

C/153/2 Northway Village Hall – Metal Shed – The Clerk has informed NCV that they have approval for the installation of a metal shed. To receive feedback.
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.

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7. **Roads & Road Safety:** (Continued)
 - ii. Road Safety Committee Meeting – Due on 23rd September 2020. To consider any further items for the Agenda. (So far, the following items have been requested for inclusion on the Agenda):
 - Review of data captured by traffic monitoring in The Park / Northway Lane
 - Speeding and Dangerous driving in Northway
 - Risk to children crossing at The Park / Northway Lane junction
 - Progress regarding the footway bypassing the humpback bridge to the A46.
 - iii. **Gloucestershire County Council** – To receive offer from County Cllr Smith for the Parish Council to provide input for the GCC Highways M5 Junction 9 & A46 (Ashchurch) Transport Scheme Proposal. (The public consultation is due to take place in early 2021). [\(Copy of submission from TAAG and Tedding & Alston Parish Council forwarded to Members\)](#)
 - iv. **Highways England** – Information relating to maintenance works on the A46
8. **County Councillor's Report:** To include associated correspondence 'Councils to explore two council devolution deal for Gloucestershire'. [\(Forwarded to Members on 26.08.20\)](#)
9. **Planning Committee:** To receive the Minutes of the Planning Committee Meeting held on 15th July 2020 and 19th August 2020 [\(copy circulated to Members\)](#)
10. **General Purposes Committee:** To receive the Minutes of the General Purposes Committee Meeting held on 15th July 2020. [\(Copy circulated to Members\)](#)
11. **Staffing Committee:** To receive the Minutes of the Staffing Committee Meeting held on 19th August 2020. [\(Copy circulated to Members\)](#)
12. **Finance Committee:** To receive the Minutes of the Finance Committee Meeting held on 29th July 2020. [\(Copy circulated to Members\)](#)
13. **Borough Councillor's Report:**
14. **Council Accounts:**
 - i) To approve the schedule of bills paid and cheques for payment at 9th September 2020. (To be tabled).
 - ii) To receive an update relating to the Reminder Invoice received from Tewkesbury Borough Council Business Rates relating to Northway Village Hall.
15. **Tewkesbury Christmas Lights:** To receive a request for a donation toward the Tewkesbury Christmas Lights. [\(Forwarded to Members on 24.07.20\)](#). To determine action.
16. **Budget Setting:** To consider approval for access to budgeting assistance from DCK Accounting Solutions if the Clerk feels it is necessary. To determine.
17. **Remembrance Sunday:** To consider donation for wreath to be laid this year and determine donation. To approve obtaining of Guide wreath if they wish for one this year (at their cost). To determine.
18. **Christmas Event:** To consider whether any plans should be considered for a Christmas Event. To determine.

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19. **Corona Virus (Covid-19)**
- i. **Opening Community Hub:**
- a) To receive an update relating to hirings that have been approved to date i.e. Slimming World and Veterans' Coffee Morning (their Risk Assessments have been approved by delegation. [\(Copies circulated to Members for Information\)](#))
 - b) To receive and review other Risk Assessments received from groups wishing to start using the facility i.e. Book Club, Yoga, Bloor, M5Nine and any others received. [\(Copy circulated to Members\)](#). To determine action.
 - c) To consider what other groups may or may not return and consider when/if the Parish Council foresee opening the building to general hirers i.e. parties. To determine action.
 - d) Council Meetings – To receive check list regarding face to face meetings and consider whether Northway Parish Council fit the criteria for face to face meetings. To determine.
 - e) Emergency Grant – A grant of £1,000 has been received via Tewkesbury Borough Council.
- ii. **Further Actions** - To consider any other necessary actions relating to the Corona Virus and determine.
20. **Garden Town / Parish Meeting** - To receive feedback from Cllr Roberts following his virtual attendance of a meeting with the Tewkesbury Garden Town Team / Ashchurch Rural Parish Council and others. To consider information provided and determine any necessary action.
21. **Changing Room Lease Renewal** – To receive an update of progress to date relating to the renewal of the lease and approve the costs for the required advertising under LGA section 123(2A).
22. **Crime & Disorder** – To receive details of crime and disorder in the parish (any confidential matters to be taken under exclusion) and consider any actions.
23. **Correspondence for Action:**
- i. **Gloucestershire Association of Parish & Town Councils (GAPTC)** – To receive details of courses and consider attendance.
- ii. **Gloucestershire County Council (GCC)** – An announcement for the first ever 'Gloucestershire Day' to take place on 21st September 2020. To consider if the Parish Council wish to take part in this celebration i.e. nominations for Covid-19 Community Heros, flying the Gloucestershire flag etc. To determine.
24. **Correspondence for Information:**
- i. **National Association of Local Councils (NALC)**
- a) Newsletter with details for Health and Wellbeing Week in October.
 - b) Chief Executive's Bulletin 03.07.20, 07.08.20, 31.07.20, 14.08.20.
 - c) Newsletter announcing, 'help communities go green'.
- ii. **Atkins** – GCC have applied to the Department for Transport (DfT) for funding for the proposed M5 junction 9 and A46 Transport Scheme. [\(Forwarded to Members on 20.07.20\)](#)
- iii. **Worcestershire County Council** – Minerals and Waste Authority Monitoring Report 2016 and 2017

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24. **Correspondence for Information:** (Continued)
- iv. **Tewkesbury Borough Council:**
 - a) Notes from the Town and Parish Council Seminar that took place in November 2019. ([Forwarded to Members on 10.08.20](#)).
 - b) Press Release – ‘Councils puts customers first with new digital platform’.
 - v. **Clerks & Councils Direct** – July 2020 Issue 130.
 - vi. **Save our Lanes** – Details of proposed solar farm. ([Forwarded to Members on 03.09.20](#))
25. **Correspondence Available in the Clerk’s Office:**
- i. **Age UK** – Information Poster to encourage those over 50 years old to return to shops.
 - ii. **Gloucestershire County Council:** A range of regular Covid-19 updates and details of Mobile Testing Unit locations.
 - iii. **Maternity Leave** – A card of thanks from Laura.
 - iv. **Know Your Patch (Tewkesbury Network)** – Minutes from the meeting that took place on 30th July 2020 including invitation to a listening and learning event taking place on 29th September 2020.
26. **Correspondence received after 3rd September 2020:**

The next meeting of the Full Council will be Wednesday, 14th October 2020