

Minutes of the Council Meeting held on Wednesday, 11th September 2019

in the Ray Shill Room, Northway Community Hub, Northway, commencing at 7:00 p.m.

Present: Cllr S Ward (Chairman) Cllr J Roberts (Vice-Chair) (until C/190/19, from C/191/19)
Cllr M Barnes Cllr Mrs P Godwin
Cllr Mrs E MacTiernan Cllr E Phennah (from C/180/19)
Cllr C Porter Cllr G Shelton
Cllr K Sollis (until C/190/19 from C/191/19) Cllr Mrs S Terry

In Attendance: Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/174/19 Apologies for Absence

Apologies for absence had been received from Cllrs Bailey, Woodward, Mackenzie and Cllr Phennah had advised that he would be late. County Cllr Smith had also tendered his apologies.

C/175/19 Public Participation

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

FOR: UNANIMOUS

Cllr Godwin mentioned that a lot of antisocial behaviour had been taking place on the Playing Field at around 2am some mornings. There would often be around eleven children aged between 10-14 years old and a lot of alcohol bottles left in the Play Park afterwards. She confirmed this had been reported to the Police.

It was also reported that 'Budz' had been graffitied on the doors of the Changing Room Facility. The Clerk had reported this to the Police.

Cllr Ward mentioned that he had complained to Tewkesbury Borough Council about the standard of grass cutting/strimming.

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

FOR: UNANIMOUS

C/176/19 Declarations of Interest

No declarations of interest were made 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).

C/177/19 Previous Minutes

Cllr Shelton PROPOSED that the Minutes of the Full Council Meeting that took place on 10th July 2019 should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: Cllr Shelton Cllr Godwin
Cllr Barnes Cllr MacTiernan
Cllr Roberts Cllr Shelton
Cllr Sollis

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C/177/19 **Previous Minutes** (continued)

ABSTENTIONS: Cllr Terry Cllr Ward

C/178/19 **Matters Arising from Previous Minutes/Clerks Report**

C/164/19 Play Events – Members received reports on summer play from Play Rangers and World Jungle.

C/165/19 Defibrillator – It was confirmed that a defibrillator, donated by NCV, had been installed at the Northway Centre. Although it was not yet active, the Clerk said that she would keep Cllr Sollis informed so that he could start doing the regular checks when necessary. It was also noted that it had been necessary to connect the power supply to the Pet Shop's electricity supply.

C/179/19 **Roads & Road Safety**

- i. **Issues of Concern** – Cllr Roberts raised his concerns about the road surface over the Northway Lane motorway bridge which could affect cyclists.

He also mentioned that parking on pavements was an issue and so the Clerk's Assistant offered to print some more leaflets.

- ii. **Results of the VAS and Speed Gun in Northway** – Members received the results of the VAS and Speed Gun sessions in Northway. It was felt that the results from the speed gun did not show consistently high speeds, the VAS, however, showed higher speeds.

It was noted that a discreet camera would be going up along The Park to log data.

- iii. **Road Safety Committee** – Members considered whether it was worth progressing with a Road Safety Committee meeting when the Senior representative, Craig Freeman, would be unable to attend in the evening.

Cllr Roberts PROPOSED that a Road Safety Committee Meeting should be arranged when the Council had a number of specific issues it wanted to raise. Cllr Terry SECONDED.

FOR: UNANIMOUS

- iv. **Road Signs** – The Clerk passed on one resident's suggestion for Kestel Way signage to also read 'leading to Kestrel Court, Tawny Close, Wagtail Drive, Curlew Close, Lapwing Close and Robin Close'. This had been passed on to Tewkesbury Borough Council.

It was reported that a 35-tonne lorry had recently become stuck in Wheal Road late at night then forced to reverse on the amenity land to turn around. Cllr Roberts confirmed that there had been minimal damage to the grass.

C/180/19 **Borough Councillors' Report**

Cllr MacTiernan reported that the Borough Council had held an Executive Committee meeting the previous week and it was announced that the first quarter had shown a deficit.

A consultation was due to go out on the Council's Tax Reduction Scheme, the Council was planning on making necessary changes since the Universal Credit system had come into place.

Cllr MacTiernan gave an update on the Tewkesbury Garden Town programme, for which she had a copy of the briefing notes. The Junction 9 Working Group had now changed to the Tewkesbury Garden Town Member Reference Panel, comprising of 15 members.

7.27pm – Cllr Phennah joined the meeting.

C/180/19 **Borough Councillors' Report** (continued)

Cllr MacTiernan reported that everything had been signed with Homes England and Network Rail in relation to obtaining Housing Infrastructure Funding (HIF) funding for the proposed bridge.

Cllr MacTiernan mentioned proposals for Healings Mill which seemed positive, however, Heritage England had incorporated the whole of the Mill as a listed building but this was a problem in that the left side was unsafe and would need to be pulled down. The developers who were proposing work to the Mill hoped to apply for Planning in Principle then they could go to Heritage England and explain the situation with the unsafe side of the Mill. She said that she had been pleased to hear the proposals for flats, open space and retail or leisure on the ground floor.

C/181/19 **County Councillor Report**

County Cllr Smith had forwarded a Highways Performance Update briefing which was read to Members.

He had also mentioned to the Clerk about a discussion he had had with one of the NCV Fete organisers who did not feel she would be able to continue in this role. At the time, he had suggested that perhaps the Council would be able to take this on, although NCV have since claimed that they have other Members who could push it forward.

Members felt that they would be happy to help as individuals but if the question was officially asked as to whether the Parish Council would take the Fete on it would have to be discussed at the time.

C/182/19 **Planning Committee**

- i. **Previous Minutes** – Members received the Minutes of the Planning Committee Meetings that took place on 17th July 2019 and 14th August 2019.
- ii. **Neighbourhood Plan** – The Council received a recommendation from the Planning Committee that the Council progress a one policy NDP (Neighbourhood Development Plan) relating to 'Traffic/Pollution' and arrange a public meeting. The Clerk mentioned she had received a suggestion that rather than 'Traffic/Pollution' to use 'Transport' as a heading as it would cover traffic, pollution but also wider issues i.e. cycle paths etc.

Cllr MacTiernan felt that it was not a good time to go forward with a public meeting as the Council would be asked lots of questions that it could not answer. Cllr Roberts felt that this was irrelevant, the point of the NDP was to paint a picture of what the community wanted to see. It would allow the Council to put across how it wanted to see plans for transport.

Cllr Barnes felt that residents might come to a public meeting to try and stop development, when this was not something that could be done with an NDP. Cllr Terry felt that the Council needed to put across that the policy in the NDP was not about houses but the environment. Cllr Roberts reminded Members that there needed to be community engagement in order for the Plan to be approved.

Cllr MacTiernan explained that a huge amount of work was involved in creating an NDP. She also felt that if the Council based theirs on just one policy – covering traffic and pollution – it may not stand up. Cllr Roberts reminded Cllr MacTiernan that Barbara Pond (GRCC) had said that the Council could do a one-policy NDP and since most of Members' fears centred around traffic it would be something to refer to as/when developments happened.

Cllr Roberts PROPOSED that the Council should go through the process of putting together a NDP.

Cllr Terry suggested that it might be worth including an article in the next issue of Northway Voice to gauge interest from the public.

Cllr Roberts withdrew his PROPOSAL.

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C/182/19 Planning Committee (continued)

Cllr Terry PROPOSED that a precisely-worded article be included in the next newsletter and on social media – highlighting that the Plan would address transport not development – and asking people to contact the office if they had an interest in getting involved. Cllr Ward SECONDED.

FOR: Cllr Terry Cllr Ward
 Cllr Barnes Cllr Godwin
 Cllr Phennah Cllr Porter
 Cllr Roberts Cllr Shelton
 Cllr Sollis

ABSTENTIONS: Cllr MacTiernan

C/183/19 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting held on 17th July 2019.

C/184/19 Finance Committee

Members received the notes of the Community Event Working Party Meeting that took place on 31st July 2019.

C/185/19 Neighbourhood Plan Working Party

Members received a copy of the Power Point document that had been used at the Neighbourhood Plan Working Party meeting that took place on 24th July 2019.

C/186/19 Staffing Committee

Members received the Minutes of the Staffing Committee Meeting that took place on 24th July 2019.

C/187/19 Budget Setting

Cllr Terry PROPOSED that the Clerk should be authorised to access budgeting assistance from DCK Accounting Solutions if necessary. Cllr Godwin SECONDED.

FOR: UNANIMOUS

C/188/19 Subscription Renewals

i. **Gloucestershire Playing Fields Association** – Cllr Roberts PROPOSED renewal of this subscription at a cost of £100 for the year. Cllr Ward SECONDED.

FOR: UNANIMOUS

ii. **Royal Mail** – Renewal of returns label licence at a cost of £118. Cllr MacTiernan PROPOSED that this was not renewed, but the Council could re-instate it in the future if necessary. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/189/19 Council Accounts

Cllr Terry PROPOSED that the schedule of bills paid and cheques for payment, totalling £40,904.78, should

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C/189/19 **Council Accounts** (continued)

be approved. Cllr Shelton SECONDED.

FOR: UNANIMOUS

C/190/19 **Voluntary Work in the Parish**

Cllr Roberts reported that he had seen a member of the ATDRPG (Ashchurch for Tewkesbury District Rail Promotion Group) litter picking at the Station and he believed this was done every week.

8.10pm – Cllr Roberts left the meeting.

Cllr MacTiernan mentioned a lady who was often seen around Northway picking up litter. It was believed that this was the woman who had been awarded a Certificate of Appreciation previously.

It was mentioned that a couple had been seen walking their dogs and using a pair of secateurs to cut back overhanging brambles, which was thoughtful of them.

C/191/19 **Groundworkers Meetings**

Cllr Terry reported that there had not been a Groundworkers meeting in August and so there was no update.

8.15pm – Cllrs Roberts re-joined the meeting.

C/192/19 **Remembrance Sunday**

Cllr Ward PROPOSED that the Council should make arrangements and donate as in previous years. He also volunteered to lay the Council's wreath at the Remembrance Service.

FOR: UNANIMOUS

Cllr Ward PROPOSED that the Council should also offer to obtain a wreath on behalf of the Guides, as done in previous years (to be reimbursed).

FOR: UNANIMOUS

C/193/19 **Christmas Event**

- i. **Use of Hub** – Cllr MacTiernan PROPOSED that the Hub should be allowed to be used on 30 November 2019, at no cost, for a free Christmas event. Cllr Phennah SECONDED.

FOR: UNANIMOUS

- ii. **Organising** – Cllr MacTiernan PROPOSED that Cllrs Ward, Roberts and Shelton should be permitted to take responsibility for the Christmas event in their capacity as Parish Councillors (as had happened the previous year). Cllr Phennah SECONDED.

FOR: UNANIMOUS

- iii. **Christmas Social** – Cllr MacTiernan PROPOSED that the Parish Council Christmas social should be held on the same date as the Christmas event. Cllr Phennah SECONDED.

FOR: UNANIMOUS

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C/194/19 Antisocial Behaviour

Cllr Godwin's comments from Min Ref: C/175/19 were mentioned (relating to anti-social behaviour at the Playing Field).

The Clerk mentioned that there had been drug use and loitering outside Sycamore Chapel in the early hours from 2am-4.30am some nights. Although the Police were aware, this was the time that they were most short staffed but they hoped to try and drive by sometimes.

The Clerk also reported that Kym Harrison (Antisocial Behaviour Worker at Tewkesbury Borough Council) had asked local youth worker, Mel McCarthy, to try and visit Northway on weekends to engage with some of the children. This was following reports that some children had been seen sleeping in the Play Park overnight.

Cllr MacTiernan mentioned recent theft of two bikes in Oak Drive as well as a van break-in.

C/195/19 Northway Parish Council Solicitors

Members considered whether, following the difficulty of getting legal advice when travellers were on the Playing Field, the Council should consider using One Legal in future rather than their regular solicitors. Cllr MacTiernan suggested they may be overloaded and not able to take on additional work but when there was a need they could be approached.

Cllr Ward PROPOSED that One Legal should be used by Northway Parish Council for legal services in the future. Cllr Barnes SECONDED.

FOR: UNANIMOUS

C/196/19 Correspondence for Action

- i. **Gloucestershire Association of Parish and Town Councils** – The Clerk confirmed that a 'Being a Better Councillor' course had been arranged for 21st November 2019 at Northway Community Hub. This would be open to all councillors and neighbouring parishes would also be invited to attend at a discounted cost.
- ii. **Tewkesbury Borough Council**
 - a. **Town and Parish Seminar** – Tuesday, 24th September 2019. Cllr Ward confirmed he hoped to attend.
 - b. **Town and Parish Seminar** – Tuesday, 12th November 2019. Cllr Roberts confirmed he hoped to attend.
 - c. **Code of Conduct Training** – It was confirmed that Cllrs Mackenzie, Barnes and Porter were attending Code of Conduct training on Wednesday 2nd October 2019.
- iii. **Gloucestershire County Council** – Information relating to the A435 Evesham Road, Gotherington to Pamington junction resurfacing scheme.
- iv. **Community Action in Gloucestershire (GRCC)** – The Clerk tabled information relating to an event on climate changes being held on 30th October 2019 at Stroud College.
- v. **Society for Local Council Clerks (SLCC)** – Cllr MacTiernan PROPOSED that the Clerk should be authorised to attend a training event on 30th October 2019, if she felt it would be beneficial. Cllr Ward SECONDED.

FOR: UNANIMOUS

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C/196/19 Correspondence for Action (continued)

- vi. **SK Refrigeration Heating & Cooling** – Members considered a quotation for a replacement PIR Activator. It was noted that the problem with the air conditioning seemed to have rectified itself.

Cllr Ward PROPOSED that acceptance of this quotation was deferred until it was clearer whether or not there was still an issue.

FOR: UNANIMOUS

- vii. **Complaints** – Members received two complaints that had been received in relation to noise during hire of the Hall for a band rehearsal. It was noted that this had been a one-off and the complainers had been informed of this. No further action was felt necessary.

C/197/19 Correspondence for Information

- i. **The Gloucestershire Charter** – Agenda for Meeting on 5th September 2019.
- ii. **National Association of Local Councils (NALC)** - Chief Executives Bulletin x 6.
- iii. **Tewkesbury Borough Council:**
- a. **Parish Matters** Newsletter Summer 2019 (forwarded to Members)
- b. **Community Funding** - Details of Community Funding Surgeries being held at TBC.
- c. **Tewkesbury Borough News** – Summer 2019
- iv. **Gloucestershire Constabulary:-**
- a. **Open Day at the Waterwells Headquarters** – Saturday 14th September 2019 between 10:00am and 3:00pm.
- b. **Community Alerts:-**
- Courier Fraud Alert – Bank Cards
 - How to Avoid Becoming a Victim of Mandate Fraud
 - Fraudsters Targeting Social Media Influencers
- v. **Worcestershire County Council** – Minerals Local Plan Consultation.
- vi. **Home Start Northway and West Gloucestershire:-**
- a. This charity is starting a 'Mothers in Mind' Free drop in service to be held at Northway Community Hub starting in September 2019.
- b. Home Start are looking for volunteers – Training starts on 19th September 2019.

C/198/19 Correspondence received after 6th June 2019

- i. **National Association of Local Councils (NALC)** –
- a. Chief Executive's Bulletin.
- b. Princess Anne to attend NALC Conference.
- ii. **Tewkesbury Borough Council** – Details of West Cheltenham Strategic Masterplan.

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C/198/19 **Correspondence received after 6th June 2019**

- iii. **Tewkesbury Town Council** – Details of a discussion with Planning officers from Tewkesbury Borough Council relating to trees, TPO's and conservation areas – Wednesday 2nd October 2019.
- iv. **Society of Local Council Clerks (SLCC)** – The Clerk magazine.
- v. **Clerks and Councils Direct** – September 2019.
- vi. **Seren's Wish** – Request for use of the Hall for a fundraising event/present wrapping evening. Cllr Ward PROPOSED that this group should be allowed to use the Hall for free, due to it being a charitable cause.

FOR: UNANIMOUS

As there was no other business the meeting concluded at 8.40 p.m.