

Minutes of the Council Meeting held on Wednesday, 11th September 2024

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

Present: Cllr M Barnes (Chairman) Cllr J Roberts (Vice Chairman)
Cllr J Beadle Cllr G Fancourt (until/from C/209/24)
Cllr P Godwin (until C/211/24) Cllr R Godwin
Cllr P Mackenzie (until C/200/24) Cllr E MacTiernan
Cllr K Poole (until C/211/24) Cllr G Shelton
Cllr S Terry (until C/208/24, from C/209/24)

In Attendance: Residents x 3 (until C/189/24)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/188/24 Apologies for Absence

Apologies for absence had been received from County Councillor Smith. No further apologies for absence had been received.

C/189/24 Public Participation

Residents addressed the Council and explained ongoing problems that they were experiencing in Hawthorn Way with neighbours intimidating children, taking photos of them and making racist remarks to the parents. These neighbours had a particular issue with children playing football on the green and one had previously approached the Council to request installation of a No Ball Games sign. Members were reminded that the Council had asked for goal posts be removed (as they would not be covered by PLI) but had not wanted to discourage children from playing outside (Min Ref: GP/58/24 refers). One of the residents asked whether the goal posts could be put out if they were brought back in again after use.

The Clerk read a copy of a letter that local PCSO's had sent to residents of Hawthorn Way requesting that football was not played on the green, although it was noted that the Parish Council had not stipulated this.

Cllr Barnes explained that the Council was strongly opposed to any racism. Cllr MacTiernan suggested that steps should be made to escalate this issue to Chief Superintendent level, if possible. The residents were also encouraged to request an incident number whenever they reported anything to the police.

Cllr Poole asked the residents what they were requesting of the Council. One of them said that they wanted the local children to be allowed to play on the green again.

7.12pm – The three residents left the meeting.

C/190/24 Declarations of Interest

Cllrs Godwin and Poole declared their interest in items relating to Northway Youth Club. No further declarations of interest were made, as required by the Code of Conduct adopted by the Parish Council on 12th April 2023 (Minute Ref C/85/23).

C/191/24 Co-Option

Members received an application for co-option. Cllr Roberts PROPOSED that Maria Midwinter was elected on to Northway Parish Council. Cllr Terry SECONDED.

FOR: UNANIMOUS

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C/192/24 Minutes of Previous Council Meeting

Cllr Shelton PROPOSED that the Minutes of the Full Council Meeting that took place on 10th July 2024 were approved as a true and accurate record. Cllr Terry SECONDED.

FOR:	Cllr Shelton	Cllr Terry
	Cllr Barnes	Cllr Fancourt
	Cllr P Godwin	Cllr MacTiernan
	Cllr Roberts	

ABSTENTIONS:	Cllr Beadle	Cllr R Godwin
	Cllr Mackenzie	Cllr Poole

Cllr Terry PROPOSED that the Minutes of the Extraordinary Council Meeting that took place on 14th August 2024 were approved as a true and accurate record. Cllr Roberts SECONDED.

FOR:	Cllr Terry	Cllr Roberts
	Cllr Barnes	Cllr Beadle
	Cllr Fancourt	Cllr R Godwin
	Cllr Mackenzie	Cllr MacTiernan
	Cllr Poole	Cllr Shelton

ABSTENTIONS:	Cllr P Godwin
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C/193/24 Matters Arising from Council Minutes/Clerks Report

C/175/25 Civility & Respect Pledge – Northway Parish Council had signed up to this pledge.

C/178/24 Correspondence for Action – Cllr Barnes had attended 'In the Hot Seat' Chairmanship course run by GAPTC.

C/194/24 Roads & Road Safety

- a. **Issues of Concern** – Cllr Mackenzie reported that an elderly neighbour had almost been run over by a vehicle at the junction of Northway Lane with The Park.
- b. **Speeding** – Cllr Mackenzie added that he had logged a vehicle travelling at 80mph along The Park when using his speed gun.

The Clerk mentioned that she had also received a call from a concerned resident regarding speeding along Hardwick Bank Road. She had informed them that the VAS had been moved to this location so it was hoped that this might help to improve things.

Cllr Mackenzie had also highlighted the 'ridiculous' synchronisation of the traffic lights on the A46 as congestion was making drivers divert via the railway station and through Northway Lane to avoid the congestion.

- c. **Northway Lane M5 Overbridge** – The Clerk said that the local PSCO had advised of a further suicide attempt on this bridge. Concern had already been expressed about the height of the railings on this bridge, which were below the legal limit, and the previous Highways Manager had offered to get this addressed a number of years before.

Cllr Fancourt had forwarded suicide prevention information to the Office, including details of signage that the Council could lobby to get installed on the bridge.

The Clerk mentioned that she had raised this issue with County Councillor Smith who had offered to arrange a face-to-face meeting with Cameron Thomas MP as this was something he could do as Chairman at Gloucestershire County Council. Cllr Fancourt also said that he had a way to get a message to the MP

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C/194/24 Roads & Road Safety (continued)

on behalf of the Council if they wished, he was thanked for his offer, but it was agreed that a face to face meeting organised by County Cllr Smith would be more beneficial. Cllr Roberts PROPOSED that County Cllr Smith should be asked to meet with the MP to discuss the issue of the bridge. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

Cllr Poole asked that the general condition of the bridge was considered at a future meeting, especially since traffic would increase with proposed development.

- d. **Speed Camera and VAS** – The Clerk confirmed that the Vehicle Activated Sign (VAS) had been relocated to Hardwick Bank Road.

The Community Speedwatch (CSW) Camera had been sent back to Auto Speedwatch for repair and had since been re-instated but was still not operational. Discussions were taking place with GCC and Auto Speedwatch about this.

Cllr Roberts PROPOSED that, if necessary, the Police and Crime Commissioner and/or County Cllr Smith were contacted about ongoing issues that the Council was having with the CSW Camera. Cllr Terry SECONDED.

FOR: UNANIMOUS

- e. **Northway Lane (Railway) Roundabout** – The Clerk passed on an email from a local resident who wanted to tidy up the roundabout by Ashchurch Station. Members were reminded that, when the Council had previously been approached by a contractor with a view to improving and maintaining the roundabout and use as a form of advertising, a licence was needed from Gloucestershire County Council. For residents to be able to do a tidy up, it would require an umbrella organisation to apply for the licence from the County Council. Members considered whether Northway Parish Council could act as an umbrella organisation but felt uneasy about allowing people to work in the middle of a busy road. Bearing this in mind, along with the fact that it took eighteen months to obtain a licence before, it was AGREED that an offer should not be made.

It was also felt that, once the retail site was completed, businesses would likely show interest in tidying up, and advertising on, the roundabout.

Cllr Terry PROPOSED that the Parish Council should contact Gloucestershire County Council about its responsibilities. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- f. **Road Safety Committee** – The Clerk informed Members that a Road Safety Committee meeting had been scheduled for 25th September 2024 and asked for items to be included on the agenda.

Cllr Beadle suggested that the potholes along Hardwick Bank Road and The Park were addressed at the meeting. The Clerk mentioned that she had recently written to the Highways Manager about the condition of this road, providing photographs and, since then, the road had been surveyed.

Cllr Poole requested that the condition of the Northway Lane motorway bridge be put on the agenda for discussion.

Members were asked to forward any further suggestions to the Office.

C/195/24 County Councillor Report

Members had been forwarded a copy of a report from County Councillor Smith ahead of the meeting.

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C/195/24 **County Councillor Report** (continued)

In addition, County Councillor Smith had asked the Clerk to let the Council know that the Junction 9 consultation would be starting on 7th October 2024. He had asked Atkins to contact Northway Parish Council about displaying of maps at the Community Hub.

County Councillor Smith had also suggested that the Parish Council asked it's Borough Councillors to find out how many houses would be built as part of the Garden Town.

Cllr Roberts PROPOSED that the Borough Councillors were asked to raise this question. Cllr Mackenzie SECONDED.

FOR:	Cllr Roberts	Cllr Mackenzie
	Cllr Barnes	Cllr Beadle
	Cllr Fancourt	Cllr R Godwin
	Cllr Poole	Cllr Shelton
	Cllr Terry	

ABSTENTIONS:	Cllr P Godwin	Cllr MacTiernan
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C/196/24 **Planning Committee**

Members received the Minutes of the Planning Committee Meeting held on 17th July 2024 and 14th August 2024.

C/197/24 **General Purposes Committee**

a. **Minutes** – Members received the Minutes of the General Purposes Committee Meeting held on 17th July 2024.

b. **Skatepark / Funding**

i. The Clerk confirmed that she had signed and returned the Deed of Dedication, relating to The National Lottery Community Fund's grant towards Northway Skatepark, on 3rd September 2024. Cllr Terry PROPOSED that this was approved / ratified. Cllr Roberts SECONDED.

FOR: UNANIMOUS

The National Lottery's solicitors had since confirmed that the Deed was complete, allowing the Council to instruct Maverick to commence construction of the new skatepark.

ii. The Clerk re-confirmed that the Council's application to Enover for a grant of £50,000 towards the Northway Skatepark had been successful (Min Ref: GP/97/24 refers). Cllr MacTiernan PROPOSED approval of Enover's Funding Agreement Terms as well as payment of £5,000 required as a 3rd party contribution. Cllr Terry SECONDED.

FOR: UNANIMOUS

It was AGREED that the Clerk and Cllr Barnes (Chairman) should sign two copies of the agreement.

C/198/24 **Finance Committee**

a. **Minutes** – Members received the Minutes of the Finance Committee Meeting held on 24th July 2024.

b. **Chain of Office** – The Clerk informed Members that, assuming the existing Chain of Office links were sterling silver, purchase of four new links would cost £1,129.00 (Min Ref: FIN/53/24 refers). Investigations

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C/198/24 Finance Committee (continued)

had been made into mounting the old links as/when they were removed to preserve the history of the area, however, it was suggested that the Council could make investigations into doing this itself.

Cllr Terry PROPOSED that the Council purchased four new links for the Chain of Office and framed or mounted the old links itself as or when necessary. Cllr Shelton SECONDED.

FOR:	Cllr Terry	Cllr Shelton
	Cllr Beadle	Cllr Fancourt
	Cllr P Godwin	Cllr R Godwin
	Cllr Mackenzie	Cllr Poole
	Cllr Roberts	

ABSTENTIONS:	Cllr Barnes	Cllr MacTiernan
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Cllr Poole suggested that a future agenda allowed for local framing companies to be contacted about mounting the old links.

- c. **Bleed Kit and Cabinet** – The Finance Committee had recommended purchase of a bleed kit and cabinet for installation at Northway Playing Field (Min Ref: FIN/54/24 refers) at a cost of approximately £410.00. Cllr Poole PROPOSED approval of this recommendation. Cllr Terry SECONDED.

FOR:	Cllr Poole	Cllr Terry
	Cllr Barnes	Cllr Beadle
	Cllr Fancourt	Cllr P Godwin
	Cllr R Godwin	Cllr Mackenzie
	Cllr Roberts	Cllr Shelton

ABSTENTIONS:	Cllr MacTiernan
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C/199/24 Budget Setting

Cllr MacTiernan PROPOSED approval of access to Budgeting Assistance from DCK Accounting Solutions, if required. Cllr Terry SECONDED.

FOR:	UNANIMOUS
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C/200/24 Borough Councillor's Report

Cllr Godwin reported that, following a public consultation, Tewkesbury Borough Council would be changing its name to North Gloucestershire Borough Council in December 2024.

Cllr Roberts asked whether there was any update following a cyber-attack at the Borough Council Offices. Cllr MacTiernan provided an update on this. She did highlight the fact that councillors and staff were not contactable by email for the time being and it was not worth trying to get in touch over minor issues.

8.20pm – Cllr Mackenzie left the meeting.

C/201/24 Council Accounts

Cllr Terry PROPOSED that the accounts for payment, totalling £38,238.03 should be approved. Cllr MacTiernan SECONDED.

FOR:	UNANIMOUS
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C/202/24 Tewkesbury Garden Communities

- a. **Update** – Cllr Barnes gave an update following his attendance at a meeting of the Tewkesbury Garden Communities Team on 9th September 2024.

Cllr MacTiernan provided an update on changes within the Garden Communities Team at the Borough Council.

- b. **Informal Meeting** – Members received the notes of an informal meeting with Marrons that took place on 17th July 2024.
- c. **Garden Communities Charter** – The meeting at which signing of the Charter was due to take place had been brought forward at late notice. As a result of this, the Parish Council representatives, including the Chairman, had been unable to attend. Since then, all meetings had been cancelled due to the cyber-attack, however, a press release on signing of the Charter had been released by the Borough Council.

C/203/24 Standing Orders / Financial Regulations

- a. **Notes of Meeting** – Members received the notes of the Standing Orders/Financial Regulations Working Party meeting that took place on 31st July 2024.
- b. **Adoption of Financial Regulations** – Members received a recommendation from the Standing Orders/Financial Regulations Working Party that the Council adopted the new Financial Regulations with recommended amendments. Cllr Terry PROPOSED the Financial Regulations were adopted, with the amendments. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

C/204/24 Youth Work

- a. **Play Gloucestershire** – Members received reports following Play Rangers sessions that took place at Northway Playing Field in March and May 2024.
- b. **Boxing Clever** – Members received an email from the parent of a child who attended Boxing Clever sessions and found them to be of huge benefit.

C/205/24 Northway Community Hub

- a. **Age UK** – The Clerk announced that, due to the Age UK teams being so stretched, they had advised that they would no longer be holding drop-in sessions at Northway Community Hub on a Thursday morning. Cllr Roberts PROPOSED that a letter of thanks was sent to Ida Pöschel who was the Age UK Communities Lead for Tewkesbury. Cllr Terry SECONDED.

FOR: UNANIMOUS

- b. **Bench for Hub Grounds** – The bench in memory of Brian Trenfield had been delivered. Cllr MacTiernan PROPOSED that Brian's family were invited to come and view the bench once it was installed. Cllr Roberts SECONDED.

FOR: UNANIMOUS

- c. **C.W. Hygiene Services Ltd.** – Cllr Roberts PROPOSED renewal of the twelve-month rental of hygiene units at £230.00 for 12 collections. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

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C/206/24 Crime & Disorder

- a. **Crime Figures** – Crime figures were not available.
- b. **Crime & Disorder** – The Clerk informed Members that two rough sleepers had been reported to the Borough Council. A local resident had kindly provided them with food over the weekend.

C/207/24 Christmas

Cllr Roberts confirmed that Father Christmas had been booked to attend the Christmas Event on Saturday 30th November. Members were reminded that money raised from the 2023 event and sleigh run had been donated towards the Northway Pantry and Boxing Clever sessions. The Council had also previously agreed to provide a budget of £100 towards the event.

Cllr MacTiernan PROPOSED that £100 was, again, allocated towards the running of the Christmas event and any funds raised from it, and the sleigh run, should go towards the costs of providing free boxing in Northway (Boxing Clever) and the Northway Pantry. Cllr Terry SECONDED.

FOR: UNANIMOUS

It was further AGREED that the Council should organise the sleigh run in Northway again, as in the previous year.

Members considered options for a Christmas social. Cllr Roberts offered to obtain menus for a local restaurant so that Councillors and staff could organise a get together. AGREED.

C/208/24 Remembrance Sunday

Cllr MacTiernan PROPOSED that arrangements were made as per the previous year. Cllr Barnes SECONDED.

FOR: UNANIMOUS

Cllr Barnes confirmed that he would be available to attend the Remembrance Service at St Nicholas Church on 10th November.

C/209/24 Warm Space

It was noted that there had not yet been any formal confirmation regarding potential funding towards Warm Spaces for the upcoming winter period.

8.45pm – Cllr Terry left the meeting.

Cllr Roberts suggested that, if the Council was going to run Warm Space again, it would be beneficial to have a Working Party to organise the details.

Cllrs Barnes, Fancourt, Godwin and Shelton expressed that they would be willing to volunteer for Warm Space and AGREED to stand on a Working Party to try and move things forward.

C/210/24 Correspondence for Action

- a. **Gloucestershire Association of Parish & Town Councils:**
 - i. **Courses** – It was noted that there was only approximately £20 remaining in the Training budget.

9.47pm – Cllr Terry rejoined the meeting. Cllr Fancourt left the meeting.

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C/210/24 **Correspondence for Action** (continued)

- ii. **Bespoke Training** – Details of in-Council Bespoke Training on the Code of Conduct, including the national Civility and Respect agenda, were received.
- b. **Digital & Technology Navigator (GRCC)** – A representative was due to attend the meeting to introduce themselves, this had been deferred until a later date.

9.49pm – Cllr Fancourt rejoined the meeting.

- c. **Gloucestershire County Council** – Local Development Guide Consultation (Have Your Say). Details of this consultation had been forwarded to Members. Cllr MacTiernan PROPOSED that they should respond to this individually. Cllr Terry SECONDED.

FOR: UNANIMOUS

- d. **Tewkesbury Town Council** – Invitation to the Handover of Tewkesbury Town Crier’s Bell on 20th October at 10.30am. Members were asked to inform the Clerk if they wanted to attend this event.
- e. **Gloucestershire Rural Community Council (GRCC)** – Free information session on 14th October 2024 at 6.30pm.

C/211/24 **Lease / Licence Working Party**

- a. **Notes of Meeting** – Members received the notes of the Meeting of the Lease / Licence Working Party meeting that took place on 31st July 2024.
- b. **Notes of Meeting** – Members received the notes of the Meeting of the Lease / Licence Working Party meeting that took place on 21st August 2024.
- c. **The Northway Pantry** – The Clerk recommended that this item was deferred a month as The Northway Pantry had accepted an offer of free legal advice on the lease from Skanska. Cllr MacTiernan PROPOSED that discussions were deferred until October Full Council Meeting. Cllr Terry SECONDED.

FOR: Cllr MacTiernan Cllr Terry
Cllr Barnes Cllr Beadle
Cllr Fancourt Cllr P Godwin
Cllr R Godwin Cllr Mackenzie
Cllr Shelton

ABSTENTIONS: Cllr Poole Cllr Roberts

C/212/24 **Northway Village Hall**

- a. **Energy Efficiency Grant** – The Clerk confirmed that the Council’s application for funding towards installation of new windows and doors at Northway Village Hall had been successful.
- b. **Hiring of Hall** – Members received a draft copy of the Terms and Conditions relating to hire of Northway Village Hall. It was felt that this could be amended if/when anything became an issue.

Cllr Poole PROPOSED approval of the Terms. Cllr Shelton SECONDED.

FOR: UNANIMOUS

- c. **Requests to Hire Hall** – The Clerk mentioned that, in addition to Youth Club on a Tuesday evening, Belong School were requiring use of the Hall on a Tuesday and Thursday morning. A regular hire took place on a Saturday, which was continuing. Boxing Clever ran on a Monday and Friday evening. Also, someone had booked the Hall for a Christening later in the month.

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C/212/24 Northway Village Hall (continued)

Cllr Roberts PROPOSED approval of the above bookings. Cllr Terry SECONDED.

FOR: UNANIMOUS

d. **Exclusion of the Public and Press under the Public Bodies (Admissions to Meetings Act 1960 s. 1 ss. 2 Viz: -**

Cllr Barnes PROPOSED that, in view of the special / confidential nature of the business to be discussed, it was advisable in the public interest that the public and press were temporarily excluded and were instructed to withdraw.

7.27pm – Cllrs P Godwin and Poole left the meeting.

Under confidential cover, UNANIMOUS decisions were made relating to the ongoing storage of items belonging to the Youth Club Trustees, including that their microwave and air fryer / oven should be put in storage while not in use. The Council also UNANIMOUSLY AGREED to fully fund Boxing Clever sessions until a new part funder had been established.

C/213/24 Correspondence for Information

- a. **Victim Support** – Details of how someone can be supported after a crime.
- b. **Tewkesbury Borough Council:**
 - i. **White Good Grants** – Details of this scheme for people on means tested benefits.
 - ii. **Press Releases** –
'Council helps to optimise infrastructure delivery withing Garden Communities'
'Tewkesbury Borough Council votes to become North Gloucestershire Borough Council'.
- c. **Gloucestershire Mentoring Programme** – Details of new website and newsletter.
- d. **GAPTC** – AGM 2024 with report.
- e. **Lithium-ion battery Campaign** – Updates for July and August.

C/214/24 Correspondence Available in the Clerk's Office

- a. **Tewkesbury Know Your Patch** – Newsletter.

C/215/24 Correspondence Received After 5th September 2024

- i. **NHS** – Offer to come and hold a 'Hydration Project' session at the Community Hub.
- ii. **Clerk's and Council's Direct** – Magazine.
- iii. **Moog** – Reminder of opening event invitation.
- iv. **Tewkesbury Know Your Patch** – Newsletter.
- v. Cllr Terry thanked the Council for supporting her Sing-A-Long Group and reported that the first session had been a success.

As there was no further business the meeting concluded at 9.20pm.