

Minutes of the Council Meeting held on Wednesday, 10th June 2026

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

Present: Cllr M Barnes (Chair) Cllr J Beadle
Cllr G Fancourt Cllr P Godwin
Cllr R Godwin Cllr O Kareem
Cllr J Llewellyn Cllr G Shelton
Cllr S Terry Cllr S Ward

In Attendance: Cllr G Bocking, Tewkesbury Borough Councillor
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/136/26 Apologies for Absence

Apologies were received from Cllr Roberts and County Cllr K. Usmar.

C/137/26 Public Participation

Cllr P Godwin reported properties with overgrown hedges for the Council to write to.

C/138/26 Declarations of Interest

No 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/139/26 Minutes of Previous Council Meetings

Cllr Fancourt reported that his apologies had not been tendered at the Annual Meeting which took place on 13th May 2026. Cllr Beadle PROPOSED that, with this amendment, the Minutes should be approved as a true and accurate record. Cllr Terry SECONDED.

FOR:	Cllr Beadle	Cllr Terry
	Cllr Barnes	Cllr P Godwin
	Cllr R Godwin	Cllr Kareem
	Cllr Llewellyn	Cllr Shelton

ABSTENTIONS:	Cllr Fancourt	Cllr Ward
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Cllr P Godwin PROPOSED that the Minutes of the Full Council Meeting which took place on 13th May 2026 should be approved as a true and accurate record. Cllr Llewellyn SECONDED.

FOR:	Cllr P Godwin	Cllr Llewellyn
	Cllr Barnes	Cllr Beadle
	Cllr R Godwin	Cllr Kareem
	Cllr Shelton	Cllr Terry

ABSTENTIONS:	Cllr Fancourt	Cllr Ward
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C/140/26 Matters Arising from Council Minutes/Clerks Report

C/109/26 Tewkesbury Half Marathon – The Clerk confirmed that she had written to the organisers of the Half

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C/140/26 Matters Arising from Council Minutes/Clerks Report (continued)

Marathon regarding issues encountered during the event. The organisers acknowledged that they had also experienced difficulties with some residents in Northway and felt that it would be beneficial to work together ahead of next year's event.

It was AGREED that the Council should meet with the organisers before the following year's Half Marathon to discuss plans and improve communication with residents.

C/88/26 & C/108/26 Central Cladding Systems Ltd – *The Clerk confirmed that work on the roof had been ongoing and the contractors were doing well, despite the weather, and thought that they had fixed the leak over the Atrium. They had also been very polite and considerate of hirers. Cllr Barnes suggested that a letter of thanks was sent to the company once works had been completed.*

Warm Space – *The initial Grassroots Neighbourhood Fund application for Warm Space funding had been approved by County Cllr Usmar and a full application had now been submitted.*

C/141/26 Roads & Road Safety

- a. **Issues of Concern** – A resident had contacted the Clerk requesting that an article be included in the newsletter asking bus users with concessionary bus passes to ensure that their journeys were recorded by Stagecoach by requesting a printed ticket from the driver.

The Clerk shared details of a Road Closure Order for Bredon Road, by Mitton from 25th June.

Cllr Ward asked whether there was any update on when the road mender would be coming to Northway but the Clerk had no news on this.

Cllr Llewellyn reported that the brambles over the humpback bridge had become very overgrown, restricting the path and starting to block the traffic lights.

- b. **Safer Roads and Community 20s** – The Clerk shared correspondence from this group.

Cllr Barnes reported that he had met with the local MP, Cameron Thomas, to discuss some personal issues including the lack of police and fire service provision in line with proposed new developments. They had also spoken about the Northway Lane M5 overbridge and the Parish Council's concerns regarding the barriers as well as methods of increasing the height which Cllr Barnes had seen elsewhere (Min Ref: C/109/26 refers). Due to the lack of action from National Highways, Mr Thomas had suggested going straight to the Department of Transport and he offered to write a letter, which Cllr Barnes had suggested the Parish Council co-signed.

Cllr Ward expressed concern that these discussions had taken place without prior Council approval, especially since Mr Thomas had failed to respond to numerous emails from the Clerk on this matter. It was also felt that, if Mr Thomas was involved, he would take full political credit.

The Clerk reminded Members that, when she and several councillors had met with National Highways, they had advised that the path was too narrow to accommodate railings requiring a base. Cllr Barnes explained that the fencing was welded on. They had also explained that extensive investigations would be required to determine whether the bridge could support any additional weight.

Cllr Llewellyn PROPOSED that the Council co-signed the letter but put out a carefully worded statement, beforehand, in the newsletter and on social media. Cllr Terry SECONDED.

FOR: UNANIMOUS

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C/142/26 County Councillor's Report

County Cllr Usmar was not present to provide a report.

C/143/26 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting that took place on 20th May 2026. It was noted that the date on the Minutes was incorrect.

C/144/26 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 20th May 2026.

C/145/26 Finance Committee

Members received the Minutes of the Finance Committee Meeting that took place on 3rd June 2026.

C/146/26 Staffing Committee

Members received the Minutes of the Staffing Committee Meeting that took place on 3rd June 2026.

C/147/26 Annual Governance and Accountability Return

- a. **AGAR Submission** – The Clerk reported that the AGAR was due for submission by 1st July 2026.
- b. **Annual Governance Statement** – This document had been recommended for approval by the Finance Committee (Min Ref: FIN/50/26 refers). Cllr Ward PROPOSED approval of responses as recommended (below). Cllr Terry SECONDED.

FOR: UNANIMOUS

	Agreed- Yes / No	'Yes' Means that the council:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	Yes	<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	Yes	<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	Yes	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of elector's rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>

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C/147/26 **Annual Governance and Accountability Return** (continued)

5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes	<i>considered and documented the financial and other risks it faces and dealt with them properly</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	Yes	<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	Yes	<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	Yes	<i>disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity, as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	N/A	<i>has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review	Yes	<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

- c. **Accounting Statements** (Section 2) – Members went through the Statements and received the Finance Committee’s recommendations (Min Ref FIN/50/26 refers), no issues were raised. Cllr Ward PROPOSED the Accounting Statement was approved. Cllr Shelton SECONDED.

FOR: UNANIMOUS

- d. **Annual Internal Audit Report** – Members received the Internal Audit Report on the Annual Governance Statement and the Final Report from Auditing Solutions. No issues had been highlighted. Cllr Terry PROPOSED approval. Cllr Llewellyn SECONDED and thanked the Clerk for her work in this.

- e. **Accounts / Financial Statements for the Year ended 31 March 2026** – Members received the Finance Committee’s recommendation for approval of the Financial Statements. Cllr Fancourt PROPOSED approval. Cllr Kareem SECONDED.

FOR: UNANIMOUS

- f. **Public Rights** – The Clerk informed Members that the period for the Public Rights notice being displayed was 11th June – 22nd July 2026.

- g. **Asset Register** – Cllr Llewellyn PROPOSED approval of the Asset Register. Cllr Terry SECONDED.

FOR: UNANIMOUS

- h. **Further Items** – No further matters were raised in relation to the Year End requirements.

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C/148/26 **This Is Tewkesbury Event**

Cllr Kareem had offered to take the items for Northway Parish Council's table at the This Is Tewkesbury event to Tewkesbury Abbey on 13 June.

The office staff were thanked for their work in preparing materials for the event, as were the councillors who would be representing the Council there.

The Clerk had made enquiries as to whether attendees would need to bring their own chairs or whether these would be provided. A response from the organisers was still awaited.

C/149/26 **Borough Councillor's Report**

Cllr Bocking had forwarded a report in advance of the meeting, which had been circulated to Members.

He asked that anyone aware of potential HMOs (Houses in Multiple Occupation) inform him, and he would investigate whether the properties were licensed.

He also offered to assist the Council in preparing its response to the Government Review.

C/150/26 Council Accounts

Cllr Kareem PROPOSED that the accounts for payment, totalling £125,003.76 should be approved. Cllr Ward SECONDED.

FOR: UNANIMOUS

C/151/26 **Building Security**

The Clerk had approached a company about the possibility of a door chime being installed to make staff aware when visitors entered the office; however, a response had not yet been received.

C/152/26 **Notice of Vacancy**

Emlyn Phennah had resigned from the Council, and a Notice of Vacancy had been advertised.

C/153/26 **Sunflowers Suicide Support**

Bespoke training from Sunflowers Suicide Support had been scheduled to take place at Northway Community Hub on Wednesday 29th July at 7:15pm. It was AGREED that this should be publicised and the Council should arrange for hot drinks and refreshments to be available.

Cllr Beadle suggested that what the Council was trying to do with the Northway Lane M5 overbridge should be incorporated into the event somehow. Cllr Terry PROPOSED that this be included as an agenda item for consideration at the next Full Council meeting. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

C/154/26 Garden Communities/Stewardship

- a. **Garden Communities** – Cllr Barnes reported that he had attended a Garden Communities Team Parish Liaison Group meeting and an Oversight meeting.

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C/154/26 Garden Communities/Stewardship (continued)

He provided Members with an update on matters relating to the Garden Communities project, including strategic planning, infrastructure and ongoing development discussions. He also reported on wider transport and planning matters affecting the area, including the A46 and Garden Town project.

- b. **Stewardship** – Cllr Roberts had forwarded correspondence between Neil Hopwood and Tony Davies (Ashchurch Rural Parish Council) regarding Stewardship which the Clerk shared with Members.

C/155/26 Local Government Review

The Clerk had circulated various information relating to the Local Government Review, including the Councils previous response in 2021, and Members had an in-depth discussion regarding how it should respond. Cllr Terry PROPOSED that the Council should respond to the Community Governance Review consultation, expressing its strong support for retaining Northway Parish in its current form. The response would highlight Northway's distinct community identity, well-defined geographical boundaries, effective local governance, strong community engagement, and the Parish Council's ability to continue serving the growing community under the existing arrangement and that no changes to the current parish boundaries or councillor numbers were considered necessary. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Bocking pointed out that there would be a further stage of consultation once the draft proposals had been published. He commented that, should the proposals include changes affecting Northway Parish, it would be important to encourage as many residents as possible to respond to the consultation, noting that this was likely to take place during August when the Council was not scheduled to meet.

C/156/26 Changing Room Facility Lease

The Clerk had obtained quotations from SmartCut for maintenance of the pitches. Members felt that it would be beneficial to put the new information to the Lease/License Working Party, therefore, it was AGREED that a meeting should be scheduled for 24th June 2026.

C/157/26 Correspondence for Action

- a. **Gloucestershire Association of Parish & Town Councils (GAPTC)** – The Clerk listed upcoming GAPTC training sessions.
- b. **Tewkesbury Town Council** – Invitation to the Mayor's Summer Garden party. Cllr Barnes planned to attend.
- c. **Tewkesbury Borough Council** – The Clerk provided Members with an update on changes to the requirements for publishing councillors' addresses on Register of Interests forms.

C/158/26 Crime & Disorder

- a. **Crime Figures** – None available.
- b. **Other Information** – None.

C/159/26 Correspondence for Information

- a. **The Children's Society** – To receive details of a safeguarding training group youth work at Whaddon Youth Hub.

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C/159/26 Correspondence for Information (continued)

- b. **Gloucestershire Association of Local Councils (GALC)** – May newsletter.
- c. **Gloucestershire Rural Community Council** – Details of upcoming Digital Skills sessions.
- d. **National Emergency Briefing Film** – A viewing of this film is being held at the Roses Theatre hosted by Cllr Cody.
- e. **Gloucestershire Community Foundation** – Introduction from new Grants Manager.
- f. **Severn Wye** – Details of the Warm Homes Local Grant Scheme.

C/160/26 Correspondence Available in the Clerk's Office

- a. **Tewkesbury Borough Council Press Releases -**
 - New Community Infrastructure Levy (CIL) strategic infrastructure funding round opens.
 - Sunshine and adventures this May half term.
 - Council backs national DebateNotHate campaign.
 - Tewkesbury Borough Council prepared for funding challenges ahead of Local Government Reorganisation.
- b. **The Clerk** – Magazine May 2026

C/161/26 Correspondence Received After 4th June 2026

- a. **Sportily** – Request for permission to hold sessions at Northway Playing Field. Cllr Ward PROPOSED approval. Cllr Terry SECONDED.

FOR: UNANIMOUS
- b. **Christian Aid** – An email had been received from Cllr Fancourt expressing thanks to the Council for allowing use of the Community Hub for his Christian Aid fundraising event.
- c. **Ash Road** – Correspondence relating to a property in Ash Road.
- d. **Tewkesbury Borough Council** – Press release relating to the History Festival.
- e. **GEZE** – Quotation for repair of broken door at Northway Community Hub. It was noted that this was not an agenda item but needed to be actioned and ratified at a future meeting.

As there was no further business the meeting concluded at 8:30 pm.