

Minutes of the Council Meeting held on Wednesday, 11th February 2026

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

Present: Cllr M Barnes (Chair) Cllr J Roberts (Vice-Chair)
Cllr J Beadle Cllr G Fancourt
Cllr P Godwin Cllr O Kareem
Cllr J Llewellyn Cllr E Phennah
Cllr G Shelton Cllr S Terry

In Attendance: Cllr G Bocking, Tewkesbury Borough Councillor for Northway Ward (until Min Ref: C/10/26)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/19/26 Apologies for Absence

Cllrs Ward and Poole and County Cllr Usmar, No further apologies were received.

C/20/26 Public Participation

No issues were raised.

C/21/26 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/22/26 Minutes of Previous Council Meetings

Cllr Llewellyn PROPOSED that the Minutes of the Full Council Meeting that took place on 14th January 2026 should be approved as a true and accurate record. Cllr Beadle SECONDED.

FOR: UNANIMOUS

C/23/26 Matters Arising from Council Minutes/Clerks Report

C/270/25 Christmas Donations – Funds had been forwarded to Sunflower Suicide Prevention Charity and The Boys Brigade towards upkeep of the sleigh.

C/13/26 Precept Requirements for the Year 2026/27 – The precept request in the sum of £240,060.00 had been forwarded to Tewkesbury Borough Council.

C/17/26 Standing Orders – The Standing Orders had been amended regarding rules relating to the Election of a Chair.

C/24/26 Roads & Road Safety

- a. **Issues of Concern** – Complaints had been received about residents driving over a verge to access their property without a dropped kerb. This had churned up the ground and caused the adjacent footpath to become dangerously slippery. The County Council had sent an initial letter to the homeowners, and a more strongly worded letter was now due to follow.

NORTHWAY PARISH COUNCIL

C/24/26 Roads & Road Safety (continued)

- b. **Northway Lane, adjacent to Apple Tree Court** – Max Kelly, the Local Highways Manager, had confirmed to the Clerk that a drainage improvement scheme at this location would be implemented by the end of March. Members noted that the situation had improved recently, likely as a result of the drains having been cleared.
- c. **M5 Overbridge, Northway Lane** –
 - i. The Clerk confirmed that the petition relating to the M5 Overbridge was now live and encouraged Members to share it widely (Min Ref: C/06/26 refers).

It was noted that the local MP had filmed a video at the top of the bridge. Some Members expressed disappointment that he had not responded to any emails regarding the bridge, even when sending the relevant data, nor engaged with the Parish Council or including it on the site visit that took place.
 - ii. The Clerk reported that another ‘concern for welfare’ incident had occurred at the bridge, and an incident number had been provided.
- d. **Village Gateways** – Signage had now been installed on the Village Gateways.

C/25/26 County Councillor’s Report

Cllr Dr Usmar had provided a report, this had been circulated to Members.

C/26/26 General Purposes Committee

Members received the Minutes of the General Purposes Committee Meeting that took place on 21st January 2026.

C/27/26 Planning Committee

Members received the Minutes of the Planning Committee Meeting that took place on 21st January 2026.

C/28/26 Borough Councillor’s Report

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

Cllr Bocking advised that he had held discussions with Severn Trent regarding sewage capacity in relation to new local developments, and whether there was scope to prevent new properties from connecting to the existing network. The company neither confirmed nor denied that this would be possible.

He referred to a recent planning application where this approach had been taken and highlighted the importance of ensuring consistency in future applications. Members noted that the Council could incorporate appropriate wording into its feedback on forthcoming planning applications.

C/29/26 Finance Committee

- a. **Minutes** – Members received the Minutes of the Finance Committee Meeting that took place on 14th January 2026 and 28th January 2026. It was noted that the start time on the 14th January 2026 Minutes needed to be amended to 6:15pm.

NORTHWAY PARISH COUNCIL

C/29/26 Finance Committee (Continued)

- b. **IT Policy** – Cllr Roberts PROPOSED approval of the IT Policy which had been recommended by the Finance Committee (Min Ref: FIN/17/26 refers). Cllr Terry SECONDED.

FOR: UNANIMOUS

- c. **Risk Assessment** – It was noted that one minor amendment been made to the Risk Assessment by the Finance Committee (Min Ref: FIN/12/26 refers). Cllr Terry PROPOSED approval of the Risk Assessment. Councillor Barnes SECONDED.

FOR: UNANIMOUS

- d. **Effectiveness of Internal Audit** – Cllr P Godwin PROPOSED approval of the Effectiveness of Internal Audit (Min Ref: FIN/11/26 refers). Cllr Terry SECONDED.

FOR: UNANIMOUS

- e. **Interim Internal Audit Report** – Members received the Interim Internal Audit Report. Cllr P Godwin thanked the Clerk for all her heard work in keeping things running smoothly. Cllr Roberts PROPOSED approval. Cllr Barnes SECONDED.

FOR: UNANIMOUS

C/30/26 Council Accounts

Cllr Llewellyn PROPOSED that the accounts for payment, totalling £15,218.09 should be approved. Cllr Terry SECONDED.

FOR: UNANIMOUS

C/31/26 Parish Assembly

- a. **Agenda/Format** – The Clerk confirmed that Sunflower Suicide Support had agreed to attend and speak at the Parish Assembly. She had also invited the Head Teacher of Tewkesbury Academy to give a presentation; however, no response had been received. It was AGREED that the Council would proceed with a presentation from Sunflower Suicide Support only.

Members considered who else should be invited to attend the Parish Assembly. It was suggested that representatives from DAISI, Cotswold Designer Outlet, and the local walking group be invited.

- b. **Community Awards** – It was AGREED that the Council should appeal to the community for nominations for a Certificate of Recognition/Community Award.
- c. **Refreshments** – Members were asked to contact the office with any recommendations for caterers to provide refreshments at the event.

C/32/26 Electric Charging Point

A representative of the Northway Pantry had enquired whether the Council were going to be considering the the installation of an electric vehicle charging point at the Community Hub, subject to external funding being secured.

Members discussed this possibility and it was noted that there are existing charging facilities nearby at the Cotswold Designer Outlet, BP, and Premier Inn. Concerns were raised that installing a charging point could further reduce the already limited parking capacity at the Community Hub. It was also noted that, if vehicles

NORTHWAY PARISH COUNCIL

C/32/26 Electric Charging Point (continued)

were left charging for extended periods, this could prevent the gates from being locked between bookings, creating potential security issues.

Cllr Roberts PROPOSED that the idea of charging points was not progressed. Cllr Godwin SECONDED

FOR: UNANIMOUS

C/33/26 Northway Infant School/Carrant Brook School

Cllr Terry provided a report following her attendance at Northway Infant School and Carrant Brook Junior School's Community Committee meeting on 20th January 2026.

Cllr Llewellyn pointed out that the road markings by Carrant Brook Junior School had not been repainted yet, following the requests made to Gloucestershire County Council. The Clerk agreed to chase this us again.

C/34/26 Warm Space

a. **Funding** – It was confirmed that the Council's application for funding towards the Warm Space from the Grassroots Neighbourhood Fund had been successful and the grant acceptance form had been signed and returned.

b. **Cabinet of Curiosities** – Members considered having the Tewkesbury Nature Reserve's 'Cabinet of Curiosities' attend the Warm Space. Cllr Terry PROPOSED approval. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

c. **Updates** – The Clerk reported that there were an average of 17 people attending Warm Space each week, one week there had been around 24 -26 people attending.

C/35/26 Garden Communities/Stewardship

a. **Updates** – There were no updates available following Cllr Barnes' attendance at Garden Communities meetings.

b. **Ashchurch Traffic Survey** – It was noted that Ashchurch Rural Parish Council and Bredon Parish Council had no objections to the results of the Traffic Survey being shared once the final report was completed (Min Ref: C/16/26 refers).

It was also suggested, again, that the results of the report were quite likely impacted by the appalling condition of the road along The Park.

c. **Stewardship** – Cllr Roberts provided an update following recent correspondence regarding the Stewardship Advisory Board meetings and the Borough Council's intention to submit a paper to the Programme Oversight Board outlining proposals for the long-term stewardship of public assets and facilities created through the Garden Communities developments.

Cllr Roberts also shared concerns raised by representatives of Ashchurch Rural Parish Council, together with comments received from St Nicholas Church and Overbury Estates.

Members were asked to consider their preferred model for future management arrangements. All agreed that a charitable body would be preferable to a management company.

NORTHWAY PARISH COUNCIL

C/36/26 Annual Governance – Assertion 10

The Clerk informed Members of the requirements necessary to ensure compliance with Assertion 10 (Digital and Data Compliance) on the AGAR. This included each councillor having a generic email account, which was currently being investigated.

The Clerk advised that ParishOnline could provide a package of twenty email accounts. However, strict conditions would apply, and accounts would become inaccessible once a person resigned from their role as councillor.

The Council was now compliant in having appropriate IT and data protection policies in place, together with a clear Accessibility Statement published on its website. It was noted that the Council's IT Policy referred to cyber security training, which would need to be undertaken by all councillors. The Clerk confirmed that she would circulate details of the required training to all Members and requested that completion be evidenced.

Cllr Roberts PROPOSED that the Council continue its efforts to achieve all actions necessary to meet government requirements. Cllr Kareem SECONDED.

FOR: UNANIMOUS

C/37/26 Correspondence for Action

a. **Gloucestershire Association of Parish & Town Councils (GAPTC)**

- i. **Training** – The Clerk listed upcoming GAPTC training sessions. It was AGREED that the Council should focus on the training necessary to comply with Assertion 10 before looking into further courses.

Cllr Roberts asked the Clerk to investigate Safeguarding courses.

- ii. **Ministry of Housing, Communities and Local Government** – It was AGREED that that Members should be emailed the link to this consultation so that a response could be approved at the next meeting.

- b. **Gloucestershire Volunteer Awards** – Cllr Llewellyn PROPOSED that the Council nominated Cathy Blackmore for an award. Cllr Terry SECONDED.

FOR: UNANIMOUS

- c. **This Is Tewkesbury** – Members considered having a table at this event scheduled to take place on 13th June 2026 at Tewkesbury Abbey. Cllr Barnes PROPOSED that the Council took part.

FOR: UNANIMOUS

C/38/26 Youth Work

- a. **Play Rangers** – Members considered booking upcoming Play Ranger's sessions. Cllr Terry PROPOSED that four sessions were booked for the 2026/27 financial year. Cllr Beadle SECONDED.

FOR: UNANIMOUS

- b. **Boxing Clever** – The Clerk informed Members that Boxing Clever had donated £500 to the Parish Council as a way of expressing its gratitude for all of the support it received. Cllr Roberts PROPOSED that this should be put towards the Council's summer event, perhaps to allow provision of a climbing wall, or similar attraction, and a letter of thanks sent to Boxing Clever. Cllr Terry SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

C/39/26 Crime & Disorder

- a. Crime Figures – None available.
- b. Cllr Roberts mentioned that there had been a lot of antisocial behaviour taking place in the town.

C/40/26 Correspondence for Information

- a) **Tewkesbury Borough Council** – Press Releases:
 - Tewkesbury Borough Business Voice announces free networking event to unlock growth potential for local businesses.
 - Tewkesbury Borough Council highlights community warm spaces for Warm Welcome week.
- b) **Society of Local Council Clerks** – The Clerk Magazine – January 2026.

C/41/26 Correspondence Available in the Clerk's Office

- a. **Gloucestershire Rural Community Council (GRCC)** – Community Climate Action Plan Toolkit.

C/42/26 Correspondence Received After 5th February 2026

- a. **Tewkesbury Borough Council** - Tewkesbury Borough Council Housing and Homeless Prevention Strategy consultation. It was AGREED that this should be included on the next Council agenda.
- b. **Local Government Reorganisation** – Consultation on Council restructure. It was AGREED that this should be put to the next meeting.
- c. **Northway Trading Estate** – Pre-application letter relating to proposed upgrade to existing base station installation at (CS 12913228 / WF 88284) Northway Trading Estate. Members had no queries relating to this.

As there was no further business the meeting concluded at 8:25 pm.