

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 15th January 2020 at Northway Community Hub, Lee Walk, Northway, commencing at 7:10 p.m.

Present: Cllr Mrs S Terry (Committee Chair) Cllr S Ward (Vice Chairman)
Cllr M Barnes Cllr Mrs P Godwin
Cllr Mrs E MacTiernan Cllr E Phennah
Cllr C Porter Cllr J Roberts
Cllr G Shelton Cllr K Sollis

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

GP/01/20 **Apologies for Absence**

Apologies for absence had been received from Cllrs Mackenzie, Bailey and Woodward.

GP/02/20 **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 (Min Ref C/159/12), including paragraph 12(2), were made.

GP/03/20 **Previous Minutes**

Cllr Godwin PROPOSED that the Minutes of the General Purposes Committee Meeting held on Wednesday, 18th December 2019 should be approved as a true and accurate record. Cllr Shelton SECONDED.

FOR: Cllr Godwin Cllr Shelton
 Cllr Barnes Cllr Porter
 Cllr Roberts Cllr Terry

ABSTENTIONS: Cllr MacTiernan Cllr Sollis
 Cllr Ward

GP/04/20 **Matters Arising from the Previous Minutes**

GP/164/19, GP/165/19, GP/166/19 Tree Issues – A tree surgeon was scheduled to look at tree related issues on 16th January 2020.

GP/179/19 Community Hub Grounds – Cllr Terry had met with volunteer gardeners to go over the relevant information.

GP/GP/186/19 Parish Maintenance > Christmas Hours – GAB Waste worked on 30th and 31st December (during their Christmas break).

GP/184/19 Dog Bin – Ashchurch Rural PC had been informed following removal of dog bin on Aston Fields Lane.

GP/05/20 **Community Hub Grounds**

i. **Encouraging Wildlife** – Cllr Terry mentioned that her brother had offered to build a bug

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GP/05/20 **Community Hub Grounds** (continued)

house with a hedgehog house underneath. He planned on to use recycled materials and had also suggested that perhaps some of the local schools should be informed in case children wanted to get involved by putting the bamboo shoots into the holes.

Cllr Roberts PROPOSED that the Council should purchase two bird boxes, as considered at the previous meeting (Min Ref: GP/178/19 refers). Cllr Godwin SECONDED.

FOR: UNANIMOUS

Cllr Ward PROPOSED that the kind offer from Cllr Terry's brother should be accepted. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- ii. **Bark Area** – Members considered whether the bark at the front of the building needed to be topped up as the mesh underneath was starting to show. Cllr Terry added that the bark at the front was also getting thin.

One quotation had been received, which Members felt was quite expensive. It was AGREED that further quotations should be sought as well as a price for supply of bark alone (which Councillors and/or volunteer gardeners could then spread).

Cllr Terry PROPOSED that this item should be deferred until the next General Purposes Committee meeting.

FOR: UNANIMOUS

GP/06/20 **Northway Playing Field**

- i. **Play Inspection Reports** – Inspection reports received from GAB Waste highlighted:

- The centre bearing on the roundabout was still loose and when stood on the whole thing came to a halt. It was noted that a separate contractor had been asked to inspect this item.
- Plaster was badly chipped on one of the boundary walls (photographs were shown).
- Peddles were still hard to push on the Cross Trainer (due to loose bearings).
- The BMX Track was holding water (but still safe to use).

It was reported that GAB Waste had been asked to take a closer look at the aerial rope slide cable to check for any damage or internal rusting. Cllr Terry PROPOSED that this should be chased up with GAB Waste.

FOR: UNANIMOUS

- ii. **Other Issues** - Photographs were shown of graffiti on the Changing Room Doors, GAB Waste had since removed this with graffiti wipes.

The Clerk reported that she had been contacted by a resident with a request that the Council look into installing a 'wheelchair swing'. His son used a wheelchair and he also knew at least one other child in Northway who was unable to use the Play Park because of disability. The local MP, Laurence Robertson, had also been in touch with an offer to help, if possible.

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GP/06/20 **Northway Playing Field** (continued)

Photographs were tabled of the swing that the resident had in mind, which cost approximately £6,720 (plus installation and wet pour).

It was suggested that, perhaps, Barnwood Trust, County Cllr Smith and/or Northway Community Volunteers might also be willing to assist, there might also be disability grants available from Tewkesbury Borough Council.

Cllr Ward PROPOSED that the Council should investigate funding opportunities, as well as further liaise with Laurence Robertson, to see if it was possible to take this request forward. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

GP/07/20 **Joan's Field**

No issues were raised.

GP/08/20 **The Park**

No issues were raised.

GP/09/20 **Woodland Trust Trees**

Cllr Terry passed on a request from St Nicholas Church who had expressed that they would be grateful for any spare trees that the Council could provide (Min Ref: GP/179/19 refers). It was noted that some trees had already been promised to Tewkesbury Nature Reserve (TNR).

It was reported that approximately 180 trees had been planted on The Park, 100 on the Playing Field by the Village Hall and 25 in the centre of the BMX Humps. Cllr Ward suggested that more trees had been received from Woodland Trust than initially anticipated.

Cllr Roberts PROPOSED that thirty trees were donated to St Nicholas Church and the rest to TNR. Cllr Godwin SECONDED.

FOR: UNANIMOUS

Cllr Terry thanked Cllrs Ward and Shelton for planting the trees.

GP/10/20 **Mosquito**

It was noted that the Mosquito had been delivered but not yet installed (Min Ref: GP/183/19 refers) and the Football Club informed.

Cllr MacTiernan PROPOSED that, upon installation, the timer should be set from 10pm until 4am. Cllr Ward SECONDED.

FOR: UNANIMOUS

It was suggested that it would be useful to have the timer easily accessible if possible.

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GP/11/20 **Newsletter**

Advice had been received from GAPTC relating to use of stock photographic images. It was felt that the Council needed to be careful that it only used copyright free images in its newsletter and any publications.

Cllr Ward PROPOSED that the Council should check the Parish Council website to ensure that no possible copyrighted images were included on there. Cllr Roberts SECONDED.

FOR: UNANIMOUS

Cllr Ward suggested that a statement from the Youth Club's facebook page be included in the next newsletter as an answer to some of the questions raised in the recent youth survey (Min Ref: GP/185/19 refers). It was felt that the addition of some financial information would make the article more accurate, Cllr Ward offered to put this together.

Cllr MacTiernan mentioned that she had had difficulty in finding the Youth Club's facebook page to view the statement. IT was pointed out that the page was private but people could request to join. Some councillors felt that this should be an open group.

Cllr Phennah asked whether it would be possible for him to submit an Age UK article for the newsletter. He was asked to forward this to Cllr Ward for inclusion.

Cllr Terry volunteered to write an article expressing the Council's disappointment in the lack of response to surveys and articles in the last newsletter.

Further articles suggested for inclusion were as follows:

- Defibrillator training event scheduled for 4th April 2020.
- Recent works experience with Alderman Knight School student, Amber.
- Dog fouling (article submitted by Cllr Shelton).
- Poppy appeal (article submitted by Cllr Shelton).
- Recent planting of Woodland Trust trees (article submitted by Cllr Shelton).
- A local artist's offer to start an art group.
- VAS purchase and thanks to local business for donation.
- Northway Community Volunteers Easter event.
- Council tax/precept explanation.
- Christmas Fayre photos.

A local business had also expressed interest in placing an advert.

It was AGREED that all articles should be forwarded to Cllr Ward as soon as possible and the final draft of the newsletter be received at February General Purposes Committee Meeting. Distribution of the newsletter was time sensitive due to the Defibrillator training event taking place on 4th April 2020.

GP/12/20 **Bus Shelter Painting**

Members considered when would be the best time to arrange painting of the Steward Road bus shelters. It was AGREED that 25th April, between 10am and 11am should be set aside for painting and councillors volunteer to help, if able. A clean of the shelters should also be arranged prior to painting.

Cllr Ward suggested mentioning that the Council planned to paint the shelters in the newsletter.

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GP/13/20 **Parish Maintenance Contract**

- i. **Gate Opening** – Two tenders had been received in relation to the Gate Opening contract (Min Ref: GP/186/19 refers), one from Cotswold Security Group and another from a local resident. It was noted that PLI might be an issue if taking on a member of the public as opposed to a firm with its own insurances, the Council might have to consider going down the route of employing another Member of staff.

It was noted that the deadline had not been reached and so these, and any further tenders, would be further considered at the next General Purposes Committee Meeting.

Cllr MacTiernan PROPOSED that the Council should find out the actual cost of taking on an employee to fulfil this role. Cllr Roberts SECONDED.

FOR: UNANIMOUS

Members also considered whether the Youth Club Committee should be asked to contribute towards the cost of opening and closing the gates as the initial price increase was a result of “the shifting of times from 8pm to 9pm to accommodate the youth club and dance group” sessions being held at the Village Hall.

- ii. **Additional Grass Cutting** – It was noted that an agreement had still not been received from Tewkesbury Borough Council with regard to the new grass cutting arrangement (Min Ref: GP/186/19 refers).

Cllr MacTiernan PROPOSED that this should be urgently chased up so that the Council could inform its new grass cutting contractors and also include an article about the arrangement in Northway Voice. Cllr Roberts SECONDED.

FOR: UNANIMOUS

- iii. **Litter Picking Schedule** – Cllr Ward PROPOSED that, in view of the special/confidential nature of the business about to be transacted (i.e. contractual/staffing) it was advisable in the public interest that the public and press were temporarily excluded and they were instructed to withdraw.

EXCLUSION ITEMS ATTACHED SEPERATELY – Members only.

Under confidential cover concerns were raised in relation to a current contract and an agreement was made to end that contract and go out to tender on it before April 2020.

- iv. **Handyman** – Cllr MacTiernan reminded Members that employment of a Handyman was being considered mostly due to the fact that Cllr Ward had been taking on a lot of jobs himself for a very long time (Min Ref: GP/143/19 refers).

Cllr Ward assured that he had no objections to carrying on doing various jobs over the next twelve months, he actually enjoyed doing them. If the Council employed a Handyman it would result in costs to parishioners, therefore he was happy to continue.

Cllr Roberts pointed out that a Handyman could take on more than ‘odd jobs’, it might mean that other roles could be allocated to them (i.e. gate opening, litter picking, etc.). Cllr MacTiernan felt that this might be something for the Council to look deeper into in the future but if Cllr Ward was happy to carry on doing jobs it should be left for now.

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GP/13/20 **Parish Maintenance Contract** (continued)

Cllr Terry PROPOSED that the Council should leave things as they were but continue to log 'odd jobs' that came up and again consider the need for a Handyman in three months' time. Cllr MacTiernan SECONDED.

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

ABSTENTIONS: Cllr Ward

- v. **Other Issues** – Photographs were tabled of a dog bin that had been heavily graffitied. It was believed that this was situated in the alleyway between Ash Road and Fairway. It was suggested that red paint be used to cover the graffiti.

GP/14/20 **Drainage and Flooding**

- i. **Reports** – Cllr Roberts reported that the water had been high locally after heavy rainfall.

Cllr Ward added that both sides of the motorway bridge along Hardwick Bank Road had been flooded. Drains along there had been filled with mud which he had reported to Gloucestershire County Council (who had since cleared theirs) as well as Wychavon.

- ii. **Flood Warden** – No reports had been received.

GP/15/20 **'Report It'**

The following issues had been reported to the relevant authorities:

- Vehicles parking on the verge in Wheal Close.

GP/16/20 **Correspondence for Action**

- i. **Keep Britain Tidy** – Details of Great British Spring Clean taking place between 20 March and 13 April 2020.

Members AGREED to hold a litter picking event as part of the Great British Spring Clean. Dates were considered and it was felt that 28th March 2020 would be most suitable. It was felt that a meeting of the Events Working Party should be scheduled to address finer details but, in the meantime, Ubico should be approached regarding use of litter picking equipment on this date. It was also suggested that the event should be advertised in the next issue of Northway Voice.

GP/17/20 **Correspondence received after 9th January 2020**

None received.

As there was no other business the meeting concluded at 8.28pm.