

**NORTHWAY PARISH COUNCIL**

Minutes of a meeting of the General Purposes Committee held on Wednesday 16<sup>th</sup> October 2024 in the Ray Shill Room at Northway Community Hub, Lee Walk, Northway, commencing at 7:10 p.m.

Present: Cllr J Beadle (Committee Vice Chairman) Cllr G Fancourt  
Cllr P Godwin Cllr P Mackenzie  
Cllr E MacTiernan Cllr J Roberts  
Cllr S Terry

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

GP/126/24 **Apologies for Absence**

Apologies for absence were received from Cllrs Shelton, Poole, Barnes and R Godwin.

GP/127/24 **Declarations of Interest**

No declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 12<sup>th</sup> April 2023 (Min Ref C/85/23).

GP/128/24 **Previous Minutes**

Cllr Mackenzie PROPOSED that the Minutes of the General Purposes Committee Meeting held on 18<sup>th</sup> September 2024 should be approved as a true and accurate record. Cllr P Godwin SECONDED.

FOR: Cllr Mackenzie Cllr P Godwin  
Cllr Beadle Cllr MacTiernan  
Cllr Roberts Cllr Terry

ABSTENTIONS: Cllr Fancourt

GP/129/24 **Matters Arising from the Previous Minutes**

***GP/111/24 Hawthorn Way*** – A letter was sent to residents of Hawthorn Way.

***GP/113/24 Joan's Field > Footpath*** – The footpath had been recompacted.

***GP/114/24 Platinum Park > Goal Post*** – It was noted that the goal post had been removed prior to a letter being sent.

***GP/119/24 Parish Maintenance Contract > Bus Shelter/Phone Box Cleaning*** – A new contract had been accepted.

GP/130/24 **Northway Playing Field**

i. **Northway Play Park** – Members received the inspection reports relating to Northway Play Park. It was noted that, in addition to the issues raised at the previous meeting, –

- One of the flat swing seats had started to split. Cllr MacTiernan PROPOSED that this was replaced. Cllr Terry SECONDED.

FOR: UNANIMOUS

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GP/130/24 **Northway Playing Field** (continued)

- The base of the frog bin liner was rusted and a hole had started to appear. Cllr MacTiernan PROPOSED that the bin liner/insert was replaced. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

- The self-closing gate at the first entrance to the play park was stuck open. Cllr Roberts PROPOSED that a contractor was asked to look at whether the mechanism could be adjusted. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- Dips formed in tiger mulch. It was AGREED that no action should be taken.
- Nattertubes were very dirty. It was AGREED that the Council should consider cleaning of these in the spring.

ii. **Northway Skatepark**

- a. **Inspection Reports** – No reports were available due work that was taking place at the Skatepark.
- b. **Skatepark Project** – Photos were shown of the skatepark site, which was under construction. It was noted that Maverick had estimated completion would be on or around 15<sup>th</sup> November 2024.

The Office Staff had attended a Valuation meeting with Maverick prior to submission of their latest invoice. This had been to go over everything that had been done to date and what would or would not be included in the invoice.

Maverick had asked where the picnic benches should be re-instated (these had previously been in place between the skatepark and the play park but had been removed to allow for construction of the new, larger skatepark. It had been suggested that they could be installed to the west of the skatepark. Cllr Terry PROPOSED approval of this location. Cllr Godwin SECONDED.

FOR: UNANIMOUS

Cllr Roberts recalled that the Council had committed to install disabled-friendly benches. Members AGREED that the Council could look at adding additional seating in, if required, once the skatepark construction was completed.

- c. **School Visit** – Maverick had offered to talk with local schools, on site, about construction of the skatepark. They were in the process of organising a date for this. Northway Infant School, Carrant Brook School, Northway Pre School Playgroup and Tewkesbury School had been approached about this opportunity.

Cllr Roberts PROPOSED that Ashchurch School should also be invited. Cllr Fancourt SECONDED.

FOR: Cllr Roberts Cllr Fancourt  
Cllr P Godwin

AGAINST: Cllr Mackenzie Cllr MacTiernan

ABSTENTIONS: Cllr Beadle Cllr Terry

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GP/130/24 **Northway Playing Field** (continued)

- d. **Opening Event** – The Clerk’s Assistant had contacted several companies who might be able to provide a food van at the Opening Event. A number of responses had been received, however, only two had been able to confirm availability at this stage. One of these companies had expressed concern that, without guaranteed attendance numbers, it might not be worth their while to attend.

The other company had been keen to attend and offered to bring both a burger/hot dog van and an ice cream van. It was also noted that they had excellent reviews online, were a local company, had a five-star hygiene rating with Tewkesbury Borough Council and were fully insured with £10 million PLI. Cllr Roberts PROPOSED that the Council booked The Dogs Street Food to provide food at the event. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

It was AGREED that information on skateboarding workshops should be brought to the next General Purposes Committee meeting for consideration (Min Ref: GP/137/23 refers).

iii. **MUGA/Outdoor Gym**

- a. **Inspection Reports** – Weekly inspection reports had been received. It was noted that the MUGA fencing and basketball hoop were looking very dirty. Cllr Terry PROPOSED that consideration of a clean-up, ahead of the Skatepark Opening Event, was put on the February 2025 General Purposes Agenda. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

A crack in the tarmac by the outdoor gym equipment had been noted. It was AGREED that this should be looked at following completion of the new skatepark. Cllr Fancourt wondered if Maverick would repair the crack whilst they were doing work on site.

It had also been reported that there was a chip in the paint on one of the outdoor gym pieces of equipment. It was suggested that this would probably be repaired if/when Caloo undertook their annual inspection of the equipment.

- b. **Operational Inspection** – Caloo had quoted £445 to undertake the annual operational inspection of the outdoor gym equipment. Cllr Roberts PROPOSED acceptance. Cllr Terry SECONDED.

FOR: UNANIMOUS

- iv. **BMX Humps** – Weekly inspection reports relating to the BMX Humps had been received, It was noted that there was a big dip in the ground in front of the bench next to the BMX humps. It was AGREED that the Council should defer consideration of any action until spring 2025.

- v. **Back of Changing Rooms** – A quotation of £307.62 had been received for clearing the area at the back of the Village Hall and Changing Rooms of overgrowth and overhanging trees.

Cllr MacTiernan PROPOSED that the quotation for this one-off cut-back should be accepted but the Council should consider maintenance of this area on a quarterly basis to keep it tidy. Cllr Roberts SECONDED.

FOR: Cllr MacTiernan Cllr Roberts

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GP/130/24 **Northway Playing Field** (continued)

Cllr Beadle  
Cllr Terry

Cllr Mackenzie

AGAINST: Cllr Fancourt

ABSTENTIONS: Cllr R Godwin

- vi. **Drainage** – The Clerk mentioned that water was not draining as it should at the entrance to Northway Playing Field. There had also been issues with the drains at the Changing Rooms following recent storms and heavy rainfall.

Cllr R Godwin had reported the presence of a metal desk blocking a culvert beneath the Northway Lane motorway bridge. This had been reported to Gloucestershire County Council.

Cllr MacTiernan PROPOSED that the Council arranged for the drains to be looked at, starting with Gloucestershire County Council who installed the system by the Village Hall. Cllr Roberts SECONDED.

FOR: UNANIMOUS

- vii. **Other Issues** – No other issues were raised.

GP/131/24 **Joan's Field**

No issues were raised.

GP/132/24 **Platinum Park**

- i. **Teenage Shelter** – The weekly inspection reports relating to the Teenage Shelter had been received. It was reported that grass was encroaching onto the concrete. Cllr Roberts PROPOSED that no action was taken. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

- ii. **Platinum Park Trees**

- a. It was confirmed that the Council's application to the Coronation Community Orchard Grant Scheme had been successful (Min Ref: GP/99/24 refers). A grant agreement was being awaited.
- b. Confirmation had been received that replacement trees had been ordered and the Council would be contacted in the next few weeks to arrange delivery (Min Ref: GP/113/24 refers).
- c. Northway Preschool Playgroup had forwarded photographs following a visit to the Coronation Oak Trees, for which the local schools were guardians.

It was noted that the dead tree had not yet been replaced. Cllr Mackenzie offered to take a look at the guard to see if it could be unbolted to allow planting of a new oak.

- iii. **Bollards** – Quotations for replacement of all the bollards on Platinum Park had been received and were as follows:

To supply and install 90 posts, not painted, £20,000 (exc. VAT).  
To supply and install 90 posts, galvanised, £24,512 (exc. VAT).

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GP/132/24 **Platinum Park** (continued)

Disposal of the old bollards would cost an additional £1,800 (exc. VAT).

Members noted that travellers had not gained access to this land since the metal mesh had been attached to the base of the wooden bollards.

Cllr MacTiernan PROPOSED that the Council continued to replace the bollards, as / when required, with wooden posts. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

- v. **Other Issues** – Cllr Mackenzie reported that SmartCut had done a good job of cutting back overgrowth and strimming the wild area on Platinum Park.

GP/133/24 **Newsletter**

A draft copy of the newsletter was tabled and several amendments were AGREED.

It was felt that articles relating to Warm Space, Skanska's clean up of the area around the Iron Bridge and the J9 consultation should also be included as well as, possibly, Northway Pantry and Boxing Clever, if they wished to submit anything. Cllr MacTiernan offered to write an article on the Northway Luncheon Club.

GP/134/24 **Oak Drive Trees**

Tewkesbury Borough Council had confirmed that Ubico would arrange collection of the two oak trees to be planted in Oak Drive (Min Ref: GP/101/24 refers).

GP/135/24 **Flower Barrels**

Quotations had been received for removal of flower barrels. Members considered whether they should be removed one at a time, as required, or all at once.

It was noted that some of the barrels were dangerous as the metal banding was hanging off. It was also argued that they were expensive to maintain and a lot of work – although Cllrs Fancourt and Barnes had undertaken some planting in the barrels on Platinum Park and Joan's Field.

Cllr Roberts explained to the newer Members that the barrels had been installed by Northway Community Volunteers (NCV), the Parish Council had never wanted responsibility for them and no residents had expressed an interest in taking them on.

Cllr Mackenzie PROPOSED that the cheaper quotation for removal of all the barrels (at a cost of £30 each) should be accepted. Cllr Terry SECONDED.

FOR: Cllr Mackenzie Cllr Terry  
Cllr Beadle Cllr Godwin  
Cllr MacTiernan Cllr Roberts

ABSTENTIONS: Cllr Fancourt

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GP/136/24 **Safe Avon**

Cllr Fancourt had indicated that he would be unable to do water testing on behalf of the Parish Council for Safe Avon. Cllr Beadle offered to take on this role, alongside Cllrs Shelton and Mackenzie. It was AGREED that training should be arranged for Cllr Beadle.

GP/137/24 **Parish Maintenance Contract**

- i. **TBC Grass Cutting** – Peter Tonge at Tewkesbury Borough Council had indicated that he would be happy to renew the grass cutting contact with Northway Parish Council on the same basis (Min Ref: GP/119/24 refers).
- ii. **Fairway Footpath** – A quotation of £75 had been received for maintenance of the footpath between Fairway and Northway Lane (Min Ref: GP/119/24 refers). Cllr MacTiernan PROPOSED that this should be added to the maintenance list for the 2025/26 financial year, provided funding allowed. Cllr Terry SECONDED.

FOR: UNANIMOUS

Cllr Fancourt mentioned that the hedge had grown to quite a height along this walkway and there were Sycamore trees which needed removing. Cllr MacTiernan PROPOSED that Bromford should be advised of this. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

- iii. **Other Issues** – It was reported that an ‘uneven surface’ sign and some sandbags had been present along the footpath by Willis Walk / Thistledowns for a number of weeks. The Clerk offered to report this.

GP/138/24 **Winter Maintenance**

Cllrs Roberts and Mackenzie offered to check grit bin levels in the parish.

Cllr MacTiernan PROPOSED that winter maintenance was addressed by the Council as in previous years. Cllr Godwin SECONDED.

FOR: UNANIMOUS

GP/139/24 **Budget for the Financial Year 2025/26**

- i. **2101 GP - SALARIES** – It was AGREED that this heading should be set at £10,500.00.  
**2136 GP - GRASS CUTTING TBC & GCC** – It was AGREED that this heading should be set at £7,500.00.  
**2137 GP - GRASS CUTTING** – It was AGREED that this heading should be set at £6,285.00.  
**2138 GP - LITTER BINS** – It was AGREED that this heading should remain at £1,000.00.  
**2139 GP - DOG BINS** – It was AGREED that this heading should be reduced to £0.00.  
**2140 GP - BUS SHELTERS** – It was AGREED that this heading should be set at £1,750.00. Due to a change in contractors, this would allow for the Northway bus shelters to be cleaned quarterly instead of bi-monthly.

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GP/139/24 **Budget for the Financial Year 2025/26** (continued)

**2141 GP - PLAYING FIELD MAIN** – It was AGREED that this heading should be set at £8,500.00.

**2142 GP - THE PARK AMENITY AREA** – It was AGREED that this heading should be set at £2,800.00.

**2143 GP - JOAN'S FIELD** – It was AGREED that this heading should be set at £1,200.00.

**2144 GP - OTHER AREAS** – It was AGREED that this heading should be set at £4,200.00.

**2145 GP - HUB GROUNDS** – It was AGREED that this heading should be set to £600.00.

**2150 GP - NOTICEBOARDS/NEWSLETTER** – It was AGREED that this heading should be set at £1,400.00.

**2152 GP - EMERGENCY PLAN/FLOODING/WINTER** – It was AGREED that this heading should be set at £250.00.

Cllr Roberts PROPOSED acceptance of these figures ([copy of breakdown attached](#)). Cllr Terry SECONDED.

FOR: UNANIMOUS

- ii. Cllr Fancourt advised of a 'Pesticide FREE' campaign, details of which he had forwarded to the Council office, however he struggled to see how any other chemicals would be as effective.

Members considered the fact that the risk of flooding would increase if weeds around the gulleys were not addressed. There had also been many complaints from residents about weeds in the past, showing it was a big issue.

Cllr Fancourt PROPOSED that, in light of this new information, the Council should undertake at least one spray of weedkiller per year and, if necessary, cover the full cost. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

GP/140/24 **Drainage and Flooding**

- i. **Reports** – Cllr MacTiernan reported that, during heavy rainfall, the water had risen up Oak Drive but this had drained away in not too much time.
- ii. **Flood Warden**
- a. Cllr Mackenzie confirmed that he had reported the drains in Oak Drive twice the previous month and would report again.
- b. Cllr Mackenzie provided an annual report on what had been achieved throughout the year. He also added that, following the recent heavy rainfall, flytipping in the Carrant Brook had moved further along the watercourse.

GP/141/24 **'Report It'**

The following issues had been reported to the relevant authorities since the previous Committee meeting:

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GP/141/24 **'Report It'** (continued)

Debris/flytipping in the Carrant Brook  
Dead trees in the coppice in Northway Lane.  
Small pathway to bus shelter on Hardwick Bank Road (too narrow).  
Mud on the road from heavy vehicles (Sinderberry Drive, Hardwick Bank Road, Northway Lane).  
Large metal sheet in culvert by Old Northway Lane going beneath the motorway bridge.  
Fridge/freezer in Virginia Road.

GP/142/24 **Correspondence for Action**

- i. **Skanska** – Photographs were shown of the area by the Iron Bridge which had been cleared up by Skanska. Cllr Terry PROPOSED that the Council's thanks was passed on to Skanska for their hard work in the community. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

It was AGREED that the Council should include an article on this in the newsletter.

- ii. **Gloucestershire Playing Fields Association** – Cllr Terry PROPOSED renewal of the Council's membership to Gloucestershire Playing Fields Association. Cllr Godwin SECONDED.

FOR: UNANIMOUS

GP/143/24 **Correspondence for Information**

- i. **GRCC** – Flood Warden correspondence.
- ii. **Grassroots Giving** – Newsletter.

GP/125/24 **Correspondence Received After 10<sup>th</sup> October 2024**

None received.

There being no further business, the meeting concluded at 8.50pm.