

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 16th February 2022 at Northway Community Hub, Lee Walk, Northway, commencing at 7:10 p.m.

Present: Cllr S Ward (Committee Chairman) Cllr S Terry (Vice Chair) (until/from GP/25/22)
Cllr M Barnes Cllr P Godwin
Cllr P Mackenzie Cllr E MacTiernan (until/from GP/26/22)
Cllr T Treacy

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

GP/17/22 **Apologies for Absence**

Apologies for absence had been received from Cllrs Shelton and Roberts.

GP/18/22 **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).

GP/19/22 **Previous Minutes**

A copy of the Minutes of the General Purposes Committee Meeting held on 19th January 2022 had been circulated to Members. Cllr Barnes PROPOSED that the Minutes should be approved as a true and accurate record. Cllr Treacy SECONDED.

FOR: Cllr Barnes Cllr Treacy
Cllr Godwin Cllr Terry
Cllr Ward

ABSTENTIONS: Cllr Mackenzie Cllr MacTiernan

GP/20/22 **Matters Arising from the Previous Minutes**

GP/08/22 Tree – Tree work was undertaken to the tree in Kingston Road.

GP/05/22 Northway Playing Field > Northway Play Park – Cllr Ward had filled a hole in the Play Park with topsoil.

GP/21/22 **Northway Playing Field**

i. **Northway Play Park**

- a. **Inspection Reports** – Inspection reports relating to the play park were received. No new issues were raised.
- b. **Surfacing** – Members were informed of damage to the tiger mulch surfacing after a fire had been lit in the play park. The incident had been reported to the police and patrols of the park had taken place on several occasions since.

It was noted that the burn mark on the surfacing had faded considerably, therefore, Cllr Terry PROPOSED that the Council should reassess the damage again in spring and consider repair then, if necessary. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

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GP/21/22 **Northway Playing Field** (continued)

- c. **Wheelchair Swing** – Installation of the wheelchair swing had been delayed further and would now take place during the first week of March.

Members noted that a bench would need to be removed to allow enough space for the swing. It was AGREED that enquiries should be made as to whether this could be relocated elsewhere in the play park as part of the work.

- d. **Sign** – Members were reminded that a damaged covid-19 / play park sign had been removed (Min Ref: GP/04/22 refers). Tewkesbury Borough Council were able to provide a 'Play It Safe' sign for £38.50, however, a previous agreement had been made to replace the covid-19 signage with dog signs once they were no longer considered necessary (Min Ref: GP/109/21 refers).

Cllr MacTiernan PROPOSED that Members think up wording for a dog sign before the next meeting. Cllr Terry SECONDED.

FOR: UNANIMOUS

ii. **Northway Skatepark**

- a. **Inspection Reports** – No issues were raised.
- b. **Tender Notice** – It was noted that five tenders had been received in relation to design and build of a skate park in Northway. The GP Projects Working Party had a meeting scheduled for 28th February 2022 at which these would be assessed.

iii. **M.U.G.A / Outdoor Gym**

- a. **Inspection Reports** – Inspection reports relating to the MUGA and Outdoor Gym had been received, a change in surfacing had been noted beneath the rower (concrete instead of tarmac) which still had a slight wobble.
- b. **Update on Installation of Gym Equipment (Min Ref: GP/147/21)** – It was confirmed that Caloo had been contacted about concerns raised at the previous meeting (Min Ref: GP/05/22 refers) and they had agreed to meet the Council on site to discuss further. Before a meeting could be arranged, Caloo's sub contractors had attended the site and sprayed over chips and concreted the base of the rower.

Photos were shown of the painted areas which had been left messy, the paint having sprayed onto different coloured sections. Members were also disappointed that the rower had not been tarmacked in like the other pieces of equipment.

Cllr MacTiernan PROPOSED that the Council should email Caloo again saying that it was unhappy with the standard of their work and requesting a site meeting to discuss the issues. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan further PROPOSED that the Council should withhold payment until the issues had been rectified. No vote.

iv. **BMX Humps**

- a. **Inspection Reports** – No issues were raised
- b. **Improvements** – Two firms had been approached about making improvements to the surfacing of the BMX Humps, quotations were still being awaited.

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GP/21/22 **Northway Playing Field** (continued)

- v. **Other Issues** – A request had been received from MJ’s Gym to hold an event on the Playing Field (Joe’s Day). On 2nd July 2022. Cllr Ward PROPOSED no objection providing receipt of a risk assessment and PLI information.

FOR: UNANIMOUS

GP/22/22 **Joan’s Field**

- i. **Motorised Vehicles** – Cllr Ward had undertaken a site visit on Joan’s Field to ascertain how many posts would be required to prevent motorised vehicles from being taken in via the Sallis Close walkway. He explained that the area was larger than initially anticipated and so more than one post would be required, and even then it might not stop the problem.

Members considered deferring this until after the new access had been installed into Joan’s Field (Min Ref: GP/06/22 refers).

Cllr Mackenzie PROPOSED that the Council should take no further action until the issue of quads in Joan’s Field became a problem again. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- ii. **New Access** – There was no update on creation of a new access into the field (Min Ref: GP/167/21 refers).
- iii. **Giant Hogweed** – Giant Hogweed inspections were due to take place at the start of March and end of May. It was noted that Cllr Roberts had undertaken the inspections in previous years. Cllr Ward PROPOSED Cllr Roberts should inspect Joan’s Field for Hogweed again, if he was happy to do so.

FOR: UNANIMOUS

- iv. **Other Issues** – Cllr Ward reported that the saplings in Joan’s Field were growing well.

GP/23/22 **The Park Amenity Land**

- i. **Inspection Report** – No issues were raised following inspections of the Teenage Shelter.
- ii. **Overgrowth** – Cllr Ward reported that brambles had taken over a lot of the embankment on The Park and the saplings planted by the Council were now surrounded. Cllr MacTiernan PROPOSED that SmartCut were asked to provide a quote for cutting back the brambles whilst trying to save the trees, if possible. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

- iii. **Other Issues** – None.

GP/24/22 **The Queen’s Platinum Jubilee**

- i. **English Oak Trees**
 - a. It was confirmed that councillors/volunteers had planted the two English Oak trees on The Park (Min Ref: GP/07/22 refers) and Cllr Shelton had been ensuring that they were watered.

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GP/24/22 **The Queen's Platinum Jubilee** (continued)

- b. Carrant Brook School and Northway Infant School had confirmed that they would be interested in acting as guardians of the Oak trees on The Park. The suggestion of a renaming/plaque unveiling event and planting of a time capsule had also been suggested to them and they had agreed to discuss this further between themselves.

Cllr Terry felt that a meeting between the Council and the schools would be beneficial, and she PROPOSED one was arranged. Cllr Godwin SECONDED.

FOR: UNANIMOUS

Cllrs Terry, Godwin, Treacy and Mackenzie wished to be in attendance.

- c. It was felt that further consideration of a plaque or stone near the Oak trees should be deferred until after the meeting with the local schools.

Members discussed the idea of having a bench installed on The Park to commemorate the Jubilee. It was AGREED that suggested locations should be brought back to the next meeting.

- ii. **Build Back Better** – Cllr Ward felt that, following a site visit, the most suitable location for further trees on The Park (Min Ref: GP/151/21 refers) was behind the teenage shelter. An arborist had also been asked for advice as to what trees would be most suitable and she had suggested Silver Birch, Crabapple or Hawthorn (a mix of fast growing and good for wildlife/the ecosystem). She had also encouraged consideration of an Oak tree. Further suggestions included Magnolia or Laburnum, however, she was not sure they would necessarily suit the location.

It was noted that £2,800 had been awarded from the Build Back Better Fund towards purchasing and planting trees on The Park.

Members felt that one Oak tree, three Hawthorn trees and four Silver Birch trees should be purchased, all well established. Cllr Mackenzie added that his business would sponsor purchase of two further Oak trees, with guards.

Cllr Terry PROPOSED that the abovementioned trees should be ordered and planted at the appropriate time of year with any remaining funds put towards an additional tree, also that Cllr Mackenzie's offer should be gratefully accepted. Cllr Treacy SECONDED.

FOR: Cllr Terry Cllr Treacy
Cllr Barnes Cllr Godwin
Cllr MacTiernan Cllr Ward

ABSTENTIONS: Cllr Mackenzie

- iii. **Platinum Park Signage** – Cllr Ward confirmed that he had looked at possible locations for a new 'Platinum Park' sign and the most logical place was on the elevated ground opposite the Long Eights junction.

Cllr Treacy wondered about the feasibility of having a sign at each end of The Park with one in place of the 'no archery' sign near the Northway Lane junction, however, some Members felt it was important to keep the no archery sign in place.

An example sign was shown to Members. Cllr Terry PROPOSED that prices be obtained for the same design on black posts and with similar wording.

FOR: UNANIMOUS

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GP/24/22 **The Queen's Platinum Jubilee** (continued)

- iv. **Other Matters** – Tewkesbury Borough Council had forwarded details of how to order beacons for the Jubilee. Members could think of no suitable location for beacons in Northway.

Cllr Terry mentioned that Tewkesbury Town Band had confirmed they could perform at the Jubilee picnic event for a fee of £150. Cllr MacTiernan PROPOSED that the Parish Council should cover the cost of the Town Band. Cllr Barnes SECONDED.

FOR: UNANIMOUS

Cllrs Treacy and Terry provided an update on planning of the Jubilee picnic event which now had a number of vendors confirmed to attend. The police were being approached about possible attendance and Tewkesbury School were being asked whether any drama, dance or music students would be interested in performing.

It was also noted that there would no longer be the need for hire of portaloos as the Council had agreed to fitting of a partition in the Village Hall which would make the toilets accessible without giving access to the main hall (Min Ref: C/43/22 refers).

GP/25/22 **Circus**

- i. **Donation** – It had been reconfirmed with the Circus that a donation would be made to the Council for use of its land.
- ii. **Parking** – Members considered the previous suggestion of using the Playing Field for parking whilst the Circus was in Northway (Min Ref: GP/07/22 refers). Advice from the Council's insurers was that it would need to identify any potential risks associated with the land and address them where possible if taking this route.

7.20pm – Cllr Terry left the meeting.

Cllr Ward was concerned that the Circus would result in inconsiderate parking along The Park and in the nearby roads. It was suggested that the Police might provide cones for along The Park.

Cllr Treacy suggested that the Parish Council could also put a message out via social media or its newsletter encouraging people visiting the Circus to either walk or car share.

7.22pm – Cllr Terry rejoined the meeting.

Cllr Mackenzie PROPOSED that the Council should seek advice from the police regarding parking or parking prevention on the dates the Circus would be in Northway. Cllr Godwin SECONDED.

FOR: UNANIMOUS

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

GP/26/22 **Newsletter**

Members received a list of articles that had been submitted for inclusion in the newsletter. Several minor amendments were made and Cllr Treacy offered to make further adjustments.

7.30pm – Cllr MacTiernan left the meeting.

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GP/26/22 **Newsletter** (continued)

It was agreed that a list of the articles still needing to be written should be circulated to Members.

7.33pm – Cllr MacTiernan rejoined the meeting.

GP/27/22 **Phonebox Library**

Following concerns raised at the previous meeting regarding the suggestion of a book exchange/library in the Hardwick Bank Road phonebox (Min Ref: GP/10/22 refers), Cllr Phennah had offered assurance that the defib would not be impeded by books as he visited it every week and he would monitor and remove when necessary.

Cllr MacTiernan felt that phonebox libraries worked better in rural areas than urban as there was a worry that the books might be set on fire or thrown into the road.

Cllr Treacy PROPOSED that, taking into account the associated risks and ongoing management, the Council should not establish a phonebox library. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

GP/28/22 **Birdbox**

The birdbox had not been installed in the Kingston Road tree as the contractor did the work before collecting the box (Min Ref: GP/11/22 refers). Cllr Terry PROPOSED that the birdbox was kept in storage as a spare. Cllr Ward SECONDED.

FOR: UNANIMOUS

GP/29/22 **Bins**

- i. A local resident had requested installation of a bin, or two, on the north side of the parish (a map with suggested locations had been forwarded and this was shown to Members). It was noted that there was a spare bin already in storage. It was AGREED that the Parish Council should enquire with the Borough Council as to whether they would take on emptying of another bin if it was installed in the Gould Drive area.

Cllr MacTiernan PROPOSED that the Council should explain to the resident that it would attempt to get another bin installed but this was dependant on permission from Tewkesbury Borough Council. Cllr Terry SECONDED.

FOR: UNANIMOUS

- ii. **Bin Liner** – The bin liner in a bin by Carrant Brook School was in need of replacing due to being rust damaged. The Clerk's Assistant confirmed that a spare liner was currently in storage. Cllr MacTiernan PROPOSED that the liner was replaced and bolted in. Cllr Mackenzie offered to do this. Cllr Ward SECONDED.

FOR: UNANIMOUS

GP/30/22 **Litter Picking Event**

Members considered holding a litter picking event (Min Ref: GP/115/21 refers).

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GP/30/22 **Litter Picking Event** (continued)

Cllr MacTiernan PROPOSED that the Council should organise a litter picking event to take place in the lead up to the Jubilee celebrations – 21st May 2022. No vote.

The Clerk's Assistant was asked to book the litter picking equipment with Ubico. It was also suggested that cakes should be organised as an incentive.

GP/31/22 **Parish Maintenance Contract**

- i. **Pink Spray** – Cllr Godwin PROPOSED that purchase of more pink spray paint should be ratified. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan suggested changing the colour of the paint next time an order was required.

- ii. **TBC/GCC Grass Cutting** – Cllr Treacy PROPOSED acceptance of Tewkesbury Borough Council's offer to increase its contribution towards grass cutting by £500 (Min Ref: GP/12/22 refers). Cllr Terry SECONDED.

FOR: UNANIMOUS

- iii. **Other Issues** – Tewkesbury Borough Council had confirmed that it still intended to undertake further works opposite the Northway Centre (Min Ref: GP/137/21) and would confirm a date for this.

It did also still plan on replacing the trees that had been removed opposite The Park, however, due to the mild weather there had been the need to wait for trees to become dormant before purchasing.

GP/32/22 **Drainage and Flooding**

- i. **Reports** – No drainage/flooding issues were raised.
- ii. **Flood Warden** – Cllr Mackenzie had forwarded an email from Environmental Health regarding potential floods. He confirmed that the river by Hardwick Bank Road where it meets with the Carrant Brook was flowing well.

GP/33/22 **'Report It'**

The following issues had been reported to the relevant authority:

Fire on Play Park surfacing.
Damaged sign along Hardwick Bank Road.
Northway Lane motorway bridge barrier too low.
Hole under path in Sycamore Road (possible sink hole).
Overgrowth at entrance to Northway Playing Field.

Cllr MacTiernan asked that potholes along Church Street, by the Abbey and Bell Hotel, be reported.

GP/34/22 **Correspondence for Information**

- i. **Greenways Grounds Maintenance** – Details of services provided.

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GP/35/22 **Correspondence received after 10th February 2022**

- i. **Litter** – A letter had been received from a local resident regarding the amount of litter on the embankment leading up to (and the other side of) Northway Lane motorway bridge. A response had been sent.

- ii. **South West Play** – Brochure and details of website.

- iii. **RoSPA** – Details of upcoming play safety inspections.

- iv. **Gloucestershire Playing Fields Association** – Details of Raising Pitch Standards workshop. This had been forwarded to the Football Club.

There being no further business, the meeting concluded at 9.05pm.