

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 17th November 2021 at Northway Community Hub, Lee Walk, Northway, commencing at 7:08 p.m.

Present: Cllr S Ward (Committee Chairman) Cllr M Barnes
Cllr C Blackmore Cllr P Godwin
Cllr E MacTiernan (‘til/from: GP/171/21) Cllr J Roberts
Cllr T Treacy

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

GP/163/21 **Apologies for Absence**

Apologies for absence had been received from Cllrs Mackenzie, Terry and Shelton

GP/164/21 **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/165/21 **Previous Minutes**

A copy of the Minutes of the General Purposes Committee Meeting held on 20th October 2021 had been circulated to Members. It was noted that an incorrect date on page 1 of the Minutes had been amended. Cllr Roberts PROPOSED that the Minutes should be approved as a true and accurate record. Cllr Barnes SECONDED.

FOR: Cllr Roberts Cllr Barnes
Cllr Blackmore Cllr Treacy
Cllr Ward

ABSTENTIONS: Cllr Godwin Cllr MacTiernan

GP/166/21 **Matters Arising from the Previous Minutes**

GP/153/21 Newsletter – *The newsletter had been printed and was in the process of being delivered. Members received an email from a member of the public thanking the Council for all it did.*

GP/155/21 Bus Shelter Sign – *Cllr Ward had covered over the word ‘Ashchurch’ on an outdated sign on The Park bus shelter.*

GP/128/21 Northway Playing Field > Northway Play Park – *Cllr Blackmore had removed graffiti from the Play Park and around Northway Playing Field. Members thanked Cllr Blackmore.*

GP/147/21 GP Projects Working Party > Wheelchair Swing – *An order had been placed for the wheelchair swing which was due to be installed in January 2022.*

GP/147/21 GP Projects Working Party > Outdoor Gym Area/Fit Zone – *Installation of the outdoor gym was due to commence the week of 6th December 2021.*

NORTHWAY PARISH COUNCIL

GP/167/21 **GP Projects Working Party**

- i. **Joan's Field Access** – It was reported that the contractor due to construct a bridge access into Joan's Field was suffering from Long-Covid. Gloucestershire County Council had recommended another contractor with whom a meeting was being arranged.
- ii. **Skate Park Project** – A tender document was in the process of being put together and advice being sought from other Parish Council's that had recently undertaken the process.
- iii. **Other Projects** – No updates were available relating to other projects.
- iv. **Next Meeting** – The next Working Party Meeting had been scheduled for 10th January 2021. The Clerk advised that the Finance Committee would also be meeting on the same evening.

GP/168/21 **Northway Playing Field**

- i. **Northway Play Park**
 - a. **Fencing** – Emergency action had been taken to repair damaged fencing at the play park. Cllr Ward PROPOSED this work, which had cost £35.00, was ratified.

FOR: UNANIMOUS
 - b. **Inspection Reports** – Inspection reports relating to the play park were received. It was noted that there had been a lot of graffiti, most of which the Caretaker, the Litter Picker and Cllr Blackmore had removed with graffiti wipes.

A total of eight empty tobacco pouches had also been found on the field, the pouches appeared to be new which made it seem likely that they had been stolen.
- ii. **Northway Skatepark** – Inspection reports relating to the skatepark had been received. It was noted that more graffiti had appeared around the skatepark.
- iii. **M.U.G.A / Outdoor Gym** – Inspection reports relating to the MUGA and Outdoor Gym had been received, no new issues were raised.
- iv. **BMX Track** – Inspection reports relating to the BMX Track had been received, no new issues had been raised.
- v. **Other Issues** – No further issues relating to the Playing Field were raised.

GP/169/21 **Graffiti**

It was noted that, due to the increase in graffiti around the parish, the office staff had needed to order more graffiti wipes. Cllr Roberts PROPOSED ratification of this expenditure (£59.99). Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

The Clerk advised that CCTV footage was being assessed to try and find out who was responsible for the various bits of graffiti, it had also been reported to the police. Members considered whether the CCTV cameras could be upgraded or moved to provide better results.

NORTHWAY PARISH COUNCIL

GP/169/21 **Graffiti** (continued)

Cllr Blackmore PROPOSED that the Committee responsible for the CCTV should review the situation. Cllr Roberts SECONDED.

FOR: UNANIMOUS

It was also AGREED that the effectiveness of the Mosquito (anti-loitering device) at the Playing Field should be reviewed.

GP/170/21 **Joan's Field**

- i. **Motorised Vehicles** – It was noted that members of the public had been seen driving a motorised vehicle on Joan's Field. They were thought to have gained access via the walkway from Sallis Close which had previously been blocked up by residents after travelers camped on the field.

Members reviewed the ownership of this land and noted where the Council's boundary lay. Cllr MacTiernan wondered if motorbike inhibitors and a barrier should be installed (like at the Oak Drive access into the Playing Field), however, it was noted that there might be a more effective method to deter motorised vehicles.

Cllr MacTiernan PROPOSED that the Council should seek the advice of contractors as to what would work best and obtain quotations for the work. Cllr Ward SECONDED.

FOR: UNANIMOUS

- ii. **Apple Trees** – A quotation of £300 had been received for work to the apple trees in Joan's Field (Min Ref: GP/151/21) which was anticipated to take two days. Cllr MacTiernan PROPOSED acceptance of this quotation. Cllr Godwin SECONDED.

FOR: UNANIMOUS

- iii. **Other Issues** – It was suggested that signage at Joan's Field should be reviewed.

Cllr MacTiernan PROPOSED that signs advising 'No motorised vehicles allowed' should be installed at the Sallis Close access and the main gated entrance to Joan's Field. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

GP/171/21 **The Park Amenity Land**

- i. **Inspection Report** – No issues were raised following inspections of the Teenage Shelter.
- ii. **Circus** – Cllrs Roberts, Barnes and MacTiernan had attended a meeting with the circus manager that wanted to bring his event to The Park in 2022. They each provided a summary of what had been discussed. Overall, they had been impressed and were keen to see the event take place, however there was a slight concern regarding parking and traffic.

It was noted that the Circus manager had in mind for the event to be aimed at Northway residents with the majority walking to the site. They would also be able to use cones to cordon off certain areas and some cars could be directed to park at the Playing Field (also, maybe the Co-Op and some side streets).

NORTHWAY PARISH COUNCIL

GP/171/21 **The Park Amenity Land** (continued)

The previous agreement to plant two English Oak saplings on The Park was noted and Members were concerned this could be an issue. Although they could be planted towards the edge of The Park, earlier discussions had been in favour of them being planted in the centre.

Cllr MacTiernan PROPOSED that the saplings should, initially, be planted in pots once they were delivered. No vote was taken.

Cllr Ward reminded Members that the trees were being planted to commemorate the Queen's Jubilee and so they should be in ground for the occasion.

Cllr Roberts PROPOSED that the Council should inform the Circus manager that it wanted the event to go ahead subject to receipt of a site plan. Cllr Ward SECONDED.

FOR: UNANIMOUS

- iii. **English Oak Trees** – It had previously been suggested that the Council appoint tree guardians/custodians to look after the English Oak Trees that were being donated (Min Ref: GP/151/21 refers). Members wondered whether this was something that the local schools might want to get involved in and it was suggested that the head teachers should be contacted.

7:49 p.m. – Cllr MacTiernan left the meeting.

The Clerk's Assistant confirmed that she had been making enquiries regarding tree guards and showed photographs of ones being used by the National Trust, Members approved of this design. Although the Council wanted to plant the trees as soon as they had arrived, it was suggested that it should await a response from the Circus Manager before ordering the tree guards.

- iv. **The Queen's Platinum Jubilee** – The Council had not yet received an update following submission of an application towards the Build Back Better Fund (Min Ref: GP/151/21 refers). Cllr Ward PROPOSED that the Council should enquire as to when a decision should be expected.

FOR: UNANIMOUS

It was AGREED that if/when funding was confirmed a site visit should be arranged to establish where the trees should be planted.

- v. **Bulbs** – Members received an offer from Cllr Shelton to plant bulbs around the sign on The Park. Cllr MacTiernan PROPOSED that the Council should thank Cllr Shelton for this offer and gratefully accept it. Cllr Roberts SECONDED.

FOR: UNANIMOUS

It was noted that Cllr Shelton had also said that he would be willing to plant bulbs elsewhere in the parish. Cllr MacTiernan PROPOSED that consideration of this was deferred until Cllr Shelton was present at a meeting. No vote was taken.

Cllr Roberts upheld the previous agreement that the Council should agree to planting of bulbs by the sign on the south-east corner of The Park but further PROPOSED that if he wanted to plant them anywhere else it should be brought back to a future meeting. Cllr Barnes SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

GP/171/21 **The Park Amenity Land** (continued)

- vi. **Other Issues** – No issues were raised relating to The Park.

GP/172/21 **Tree Preservation Order**

A member of the public had requested that the Council considered applying for a TPO to be placed on a tree near to the Railway Station, however, it had since been noted that the tree was sited in Ashchurch Rural Parish. Cllr Ward PROPOSED that this request was passed on to Ashchurch Rural Parish Council.

FOR: UNANIMOUS

GP/173/21 **Parish Maintenance Contract**

- i. **Grass Cutting** – An email had been sent to Tewkesbury Borough Council confirming that Northway Parish Council would like to continue with the current grass cutting arrangement for the 2022/23 financial year, however it wanted the Borough Council to consider increasing its contribution (Min Ref: GP/157/21 refers). Mr Tonge had responded that the Borough would be open to discussing the price.
- ii. **Phone Box** – Members considered whether the Hardwick Bank Road phone box should be cleaned bi-monthly alongside the bus shelters at a cost of £10 a time. Cllr MacTiernan PROPOSED that cleaning of the phone box should be included in the contract. Cllr Godwin SECONDED.

FOR: UNANIMOUS

- iii. **Other Issues** – Members were informed of a concrete fence post along the Spine which residents believed had been damaged by grass cutting equipment six months before. This had been reported to Tewkesbury Borough Council back in April and, only after chasing this up more recently, they had been directed to the Parish Council. Due to the amount of time that had passed since the damage had occurred, and the lack of a witness, it was felt that there was nothing more that could be done. The residents had expressed that they would be complaining to Tewkesbury Borough Council about the amount of time it took them to respond.

GP/174/21 **Drainage and Flooding**

- i. **Reports** – No drainage/flooding issues were raised.
- ii. **Flood Warden** – Cllr Treacy confirmed that there were no drainage/flooding issues to report.
- iii. **Annual Flood Warden Report** – Cllr Treacy confirmed that he had contacted Cllr Mackenzie who had nothing to raise under this report. In terms of training, Cllr Treacy had confirmed that he would like to attend a Flood Warden Training session, however he would be away on the date that this was next taking place (the sessions were generally held every three months).

GP/175/21 **'Report It'**

It was noted that the following issues had been reported to the relevant authorities:

- Graffiti in the Playing Field.
- Broken sign in Tug Wilson Close.

NORTHWAY PARISH COUNCIL

GP/176/21 **Correspondence for Information**

- i. **Gloucestershire Playing Fields Association** – Information relating to the AGM.
- ii. **War Memorials Trust** – Bulletin.

GP/177/21 **Correspondence received after 11th November 2021**

- i. **Glasdon** – Product booklet.

There being no further business, the meeting concluded at 8.08pm.