



## **NORTHWAY PARISH COUNCIL**

### GP/43/20 **Matters Arising from the Previous Minutes** (continued)

**GP/10/20 Mosquito** – It was confirmed that the Mosquito had now been installed on the Changing Room and had been noticed by some Councillors. It was currently set to operate between 10.00 pm and 4.00 am.

**GP/31/20 Newsletter** – The previous Newsletter came under discussion, with particular emphasis on content relating to the Youth Club. Cllr Bailey (a Trustee of the Youth Club) had been in touch to express concern over the figures stated in the youth club article (although approximate) as they were incorrect. Also, they had been added to the wording she had provided which made it look like had quoted them. If this was to cause trouble, which she thought it might, then she wanted it noted that she would get a Solicitor involved.

Another item had been raised in that the newsletter referred to Ashchurch as a Train Station and this was corrected by a resident stating it should read Railway Station.

**GP/35/20 Grass Cutting** – Confirmation was received from Smartcut that grass cutting would begin a week early during the week commencing 23<sup>rd</sup> March 2020 as requested.

**GP/09/20 – Gate Keeper (Northway Playing Field)** – Following receipt of various offers from residents to help with the gate opening until the new contract began in April it was AGREED that, if the employee was happy to start early, this should begin as soon as Cllr Ward could provide training.

### GP/44/20 **Northway Playing Field**

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

**BMX Track** – The Inspection Report recorded that rainwater was not running off the track in some places but that the track overall was still safe to use.

**Cross Trainer** – The Inspection Report recorded that the pedals were still very stiff, but that the equipment was not dangerous.

The Committee were made aware that the Clerk and the Clerk's Assistant had recently visited the playing field and that during that visit, the Clerk's Assistant had stood on the Cross Trainer. The Clerk's Assistant reported that initially there was no movement of the pedals, but that they had suddenly moved to their lowest point, whilst he was stood on it. That action resulted in a jarring of his back, causing some discomfort. It was suggested that a child might not be heavy enough to be able to make the pedals move, but it had previously been reported that some adults were known to use this equipment.

Members considered again whether this piece of equipment should be removed, and it was noted that a quotation for removal of all the equipment had previously been sought (Min Ref GP/112/19 refers) but for one item it would be £248.00. Cllr Ward PROPOSED that the Cross Trainer was removed and the surface made good. Cllr Roberts SECONDED.

FOR: UNANIMOUS

ii. **Play Inspection Training** – It was agreed that formal training should be arranged for the new Play Area Inspector. The Inspector wished to undertake formal training but has declined to be involved in collection of sharps (if found there was a specialist TBC number to call). A response from Gloucestershire Playing Fields Association (GPFA) was awaited although quotes from RoSPA had been received.

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GP/44/20 **Northway Playing Field** (Continued)

Cllr Terry PROPOSED that formal training should be arranged. Cllr Ward SECONDED.

FOR: UNANIMOUS

- iii. **Gate Opening** – Members were to consider whether it would be appropriate to implement a charge for the gate opening and closing service for the Youth Club/Dance Group.

Cllr Godwin declared an interest and left the meeting at 7.24pm

Councillors discussed introducing a nominal charge for the two clubs but it was noted that the new Gate Keeper would be locking the gates at 9.15pm meaning both groups should have vacated the village hall by then. Cllr Roberts PROPOSED that in the event that they had not left the car park by 9.15pm a charge of £10.00 would be made each time. Cllr Phennah SECONDED.

FOR: UNANIMOUS

It was agreed that a letter be written to the Youth Club Trustees outlining the intention to impose this charge. The letter should also include a reminder to the users (via the Trustees) to comply with Government guidelines, during the current Covid-19 outbreak, on the use of Parish facilities.

7.32pm Cllr Godwin re-joined the meeting.

- iv. **Wheelchair Swing** – Investigations into the provision, funding, installation and maintenance costs were ongoing and would be considered at a later meeting.
- v. **Other Issues** - It was noted that a number of the dog bins and general waste bins in the Playing Field were overflowing. It was suggested that the Gate Keeper be asked if he would be prepared to do a one off emptying of the bins in the short term, until the designated contractor started. Cllr Phennah PROPOSED that he be awarded two hours pay if he did the work. Cllr Ward SECONDED.

FOR: UNANIMOUS

If the Gate Keeper proposal was unsuccessful, then the fall-back plan would be for Cllrs Roberts and Ward to empty the bins until the formal contract began.

Cllr Godwin offered to leave new black bags by the bins, so people could start using those rather than leaving waste at the side of the bins.

GP/45/20 **Joan's Field**

There were no necessary actions relating to Joan's Field. Members enquired whether the previous Grounds Maintenance Company had replanted the trees in the circles that they had damaged. The Clerk said she had not had any feedback relating to this and it was noted that if the work had not been undertaken then it was too late as the new contractor was to begin shortly.

GP/46/20 **The Park**

It was agreed that a contractor needed to be selected to carry out inspections and provide reports (as well as the doing the trampoline servicing) but that this topic would be deferred to the next meeting.

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GP/47/20 **Community Litter Picking Event**

It was agreed that due to circumstances being imposed by the Corona Virus, this event would be cancelled. It was also AGREED to cancel the training session that had been booked to take place before the Parish Assembly. Nationally it was proposed that the litter pick would be postponed until September 2020.

GP/48/20 **Bins**

Investigations were ongoing into the availability of funds from Tewkesbury Borough Council (TBC) to replace the worn and damaged dog bins in the area. There had been a tentative and positive response from TBC but more needed to be discussed, before firm progress could be made.

GP/49/20 **Slabs to Defibrillator**

It was reported that a quote of £375.00 had been received so far, for the laying of the slabs. After discussion, it was agreed that a further quote should be obtained. If this could be done for £250.00 it could possibly include the removal of the Cross Trainer, for which a quotation had already been received.

Cllr Roberts PROPOSED obtaining a further quote with a maximum spend for the slabs of £250.00. Cllr Ward SECONDED.

FOR: UNANIMOUS

GP/50/20 **Dog Stickers**

The stickers relating to new dog fouling legislation were available in the Parish office. There were approximately 70 and volunteers were required to stick them over existing signage. Cllrs Godwin, Terry, Ward and Roberts volunteered to help fit the new labels. Cllr Ward, who had already stuck quite a few labels on the signs, advised that the use of a wet wipe to clean the old sign first would be beneficial.

GP/51/20 **Parish Online**

The Council were asked to consider renewing the subscription to Parish Online, to begin in June 2020. The Clerk reported that the programme had been very useful in helping produce maps of the parish as well as for mapping the locations of various items under the Councils. As a guide, the Clerk's Assistant advised that the cost in the previous year was £360.00 although no figures were available re-subscribing. Cllr Roberts PROPOSED that the Committee renew the subscription. Cllr Ward SECONDED.

FOR: UNANIMOUS

GP/52/20 **Parish Maintenance Contract**

- i **New Contracts** – New contracts had been agreed for the Gate Opening, Litter Picking and Play Area Inspections. Contracts, Job Descriptions and Risk Assessments were in the process of being produced ready for the April 1<sup>st</sup> 2020 start dates.
- ii **Additional Grass Cutting** – Copies of the draft contract for this work from TBC were issued to each Councillor. Some aspects of the contract were discussed, but it

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GP/52/20 **Parish Maintenance Contract** (Continued)

was agreed that given the size of the document, more time would be needed to fully review it.

Initial observations were that there were terms in the contract that the Parish Council would have to manage, which may be onerous i.e. supplying three monthly monitoring reports.

In respect of the requirement to attend Borough Council Meetings at short notice, it was suggested that as members of TBC, Cllrs MacTiernan and Godwin would be best suited to represent Northway Parish Council on those occasions.

Section 15.1 of the contract asks that Public Liability Insurance of £10m had to be in place. Cllr Roberts commented that he believed the Parish Council had this but should make sure that the contractors involved in the work do to. This should be investigated.

It was agreed that further information was required from Tewkesbury Borough Council to help understand the formal sign-off process.

Cllr Ward PROPOSED that the Clerk's Assistant should follow up these enquiries and should be signed off if all the queries were resolved.

FOR: UNANIMOUS

- iii. **Graffiti Wipes** – Quotes for graffiti wipes were still being sought, but it was thought that they could be ordered very soon.
- iv. **High Visibility Vests** – Prices for having the Councils high visibility vests printed with the NPC logo were being sought. Cllr Ward pointed out it could be cheaper to buy news vests with printed logos than getting the existing ones printed. Cllr Sollis was also going to see if equipment he had would be suitable for doing this.
- v. **Bus Shelter Cleaning** – The new contractor had provided a copy of their Public Liability Insurance. The painting of the bus shelters had been scheduled for 25<sup>th</sup> April 2020 so the cleaning company had been asked to clean just prior to that.
- vi. **Weed Spraying** – An email had been received from Craig Freeman, Local Highways Manager, Gloucestershire County Council (GCC) offering the same terms for 2020/2021 weed spraying as was provided in 2019/2020. Cllr Ward PROPOSED that this offer should be accepted and scheduled for later in the year. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- vii. **Other Issues** – There were no other issues tabled for discussion.

GP/53/20 **Drainage and Flooding**

- i. **Reports** – There was no report presented for the meeting.
- ii. **Flood Warden** – There was no report presented for the meeting.

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### GP/54/20 **'Report It'**

The following issues had been reported to the relevant Authorities:

- Damaged verge in Fairway
- Broken drain cover in Hardwick Bank Road, opposite Carrant Brook School.

### GP/55/20 **Correspondence for Information**

- i. Sports & Play Consulting Ltd – Assistance offered with procurement for a new play ground or sports facilities.

### GP/56/20 **Correspondence received after 12<sup>th</sup> March 2020**

- i. **Creative Play** – Play equipment catalogue.
- ii. **Play Source** – Advertising literature.
- iii. **Keep Britain Tidy** – Dog Fouling Campaign literature.
- iv. **Woodland Trust** – Merchandise brochure.

As there was no other business the meeting concluded at 8.00 p.m.