



## **NORTHWAY PARISH COUNCIL**

### **GP/74/22 Matters Arising from the Previous Minutes**

**GP/62/22 Gazebo** – An event shelter had been purchased.

**GP/63/22 Grass Cutting** – The Council had confirmed agreement to the grass cutting contract with Tewkesbury Borough Council.

**GP/137/21 Weedkilling** – County Cllr Smith had agreed to match fund weedkilling in the parish, as in previous years.

**GP/41/22 Memorial** – The resident wishing to plant a memorial tree in Joan's Field had said she would be happy to meet with someone from the Council, ideally in September, to discuss location. Cllr Roberts agreed to meet.

**GP/42/22 & GP/55/22 Parish Maintenance > Iron Bridge** – A senior caseworker from Laurence Robertson's office had offered to try and arrange a meeting with Network Rail and Tewkesbury Borough Council regarding the iron bridge. It was **AGREED** that the Clerk's Assistant should email Members if/when a date was established to arrange for attend from the Parish Council.

Cllr MacTiernan mentioned that the Borough Council's Heritage Assets document had a nice photo of the iron bridge but the caption beneath stated its location as 'Norton'. It was suggested that the office emailed Sandra Ford to rectify this.

### **GP/75/22 Northway Playing Field**

#### **i. Northway Play Park**

- a. **Inspection Reports** – Weekly inspection reports relating to the play park had been received, no new issues were raised.

RoSPA had provided the annual inspection report relating to the play park and the following issues were raised:

1. Gate – Paintwork in poor condition (risk score 3 (very low)). **AGREED** no immediate action.
2. Pathway – The surface is cracking (risk score 3 (very low)). **AGREED** no immediate action.
3. Cableway – Spring brake not engaging on traveller (should engage when not under load) (risk score 10 (medium)). This had been raised in previous years and investigations were made, however, it was believed that this item had never had a spring brake, due to this it was **AGREED** that no action was required.
4. Roundabout – Bearings require service (risk score 8 (medium)). It was noted that the annual service of the roundabout was nearly due. Members **AGREED** that arrangements should be made for this to take place as soon as possible.
5. Multiplay – Slide Climber – Bolt(s) missing (risk score 3 (very low)). It was **AGREED** that the contractor should be asked to replace missing bolt(s) whilst at the Play Park to service the roundabout.
6. Play House – Paintwork in poor condition (repairs may be necessary where corrosion is severe) (risk score 3 (very low)). It was **AGREED** that the Council hold off painting the house but a contractor should be asked to it make safe, if necessary.

## **NORTHWAY PARISH COUNCIL**

GP/75/22 **Northway Playing Field** (continued)

7. Play Train – Laminate damaged (risk level 3 (very low)). AGREED no immediate action.
8. Tri-Swing – Bolts loose (risk score 8 (medium)). It was AGREED that the bolts should be tightened.
9. Toddler Swing – Bird fouling present (risk score 8 (medium)). This had already been dealt with so no further action was necessary.
10. Trampoline - Surface has poor drainage (risk score 5 (low)). AGREED no action.

Cllr Roberts PROPOSED the above actions. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- b. **Edging Stones** – Cllr MacTiernan PROPOSED that installation of replacement edging stones at the Play Park was ratified (Min Ref: GP/56/22 refers).
- c. **Wheelchair Swing** – Following the Parish Council's decision to undertake a post installation inspection of the wheelchair swing, Members received the report which highlighted a number of issues. The report had been sent to Blueberry, manufacturers of the swing who had made proposals to rectify the problems.
  1. Cap missing (risk score 5 (low)). *Blueberry action – Reduce thread lengths, protect cut thread with galv aerosol, fit caps.*
  2. Fixtures loose or missing (risk score 10 (medium)). *Blueberry action – Identify loose or missing fixings, tighten or replace.*
  3. Bolt(s) loose (risk score 10 (medium)). *Blueberry action – Identify loose fixings, tighten.*
  4. Ramp damaged where it has been dragged back and forth along the surface (risk score 10 (medium)). *Blueberry action – Replace foam with folded alu. tread plate, repaint with RAL 3020 aerosol.*
  5. Incorrect length bolts used at the top of suspensions (risk score 10 (medium)). *Blueberry action – Remove and replace with correct length bolts.*
  6. Incorrectly installed – Platform grinds to a halt against surface and does not complete its full range of motion. Reinstall item to allow enough ground clearance for it to swing properly (risk score 20 (high)). *Blueberry action – Remove 'A' frame, reinstall at correct height and position.*
  7. Items missing – Pull rope has not been attached and straps for securing wheelchair to platform are not present (risk score 3 (very low)).

It was noted that the correct equipment had been provided but was currently being stored in the Office. Blueberry had been asked to quote for provision of a secure lock box which could remain on site.

8. Item is unlocked – this item must be kept locked to prevent unauthorised misuse. It is recommended that the gate is also kept locked to highlight this item is not for general use (risk score 20 (high)). *Blueberry action – Supply replacement Radar padlock, supply 2 x Radar padlocks for ramp security.*

**NORTHWAY PARISH COUNCIL**

GP/75/22 **Northway Playing Field** (continued)

9. Instructional information should be provided for this item (risk score 8 (medium))  
*Blueberry action – Provide operation and maintenance guide on ramp for users.*
10. Surface is crumbling where it has not been sufficiently compacted around the gate and fence posts (risk score 8 (medium)). *Blueberry action – Identify and repair IF REQUIRED.*
11. Body trap present, failed test for heavy or rigid suspension parts – The usual ground clearance for a heavy suspended item would be 400mm (risk score 8 (medium)). *Blueberry action – In conjunction with previous action, remove ‘A’ frame, reinstall at correct height and position.*
12. A protective surface is required. Only 2600mm of macadem surface is provided where 3500mm of protective surfacing is required. It is recommended that an additional 500mm space is provided between the swings minimum space and the fencing. This additional surfacing does not have to have impact attenuating properties. The swing frame will need to be relocated to provide the correct amount of surfacing (risk score 12 (medium)). *Blueberry action – Safe area to be extended as per proposed plan (diagram was shown to Members), Safety surfacing to be overlaid on existing new tarmac and new proposed safety surface area. Safety surfacing cost to be covered by Northway Parish Council.*

It was noted that Blueberry had quoted for tarmac and wet pour surfacing, the Council had voted in favour of tarmac.

The diagram provided showed the end fence panels removed and the area extended in length to allow more space, the picnic bench on site would also need to be removed to allow this. RoSPA had recommended more distance be provided at either side but Blueberry did not intend to do anything about this.

13. Rigid suspension mechanisms (total length) are not permitted (risk score 4 (low)). No reasonably practicable action is identified. *Blueberry action – NO ACTION REQUIRED.*

Cllr MacTiernan PROPOSED that RoSPA should be contracted to undertake a further inspection of the wheelchair swing after Blueberry had undertaken their proposed works. Cllr Barnes SECONDED.

FOR: UNANIMOUS

Quotations for the abovementioned secure lock box and wet pour surfacing had been provided at £335 for the box and £4,228 for the surfacing. Cllr Roberts PROPOSED acceptance of these costings. Cllr Barnes SECONDED.

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

AGAINST: Cllr MacTiernan

Cllr Terry PROPOSED that further details were requested regarding the specifications of the lock box prior to the next General Purposes Committee Meeting. No second vote was received.

Members were reminded of Blueberry’s request for a goodwill payment of 50% which was received by the Full Council on 11<sup>th</sup> May 2022.

**NORTHWAY PARISH COUNCIL**

GP/75/22 **Northway Playing Field** (continued)

Cllr MacTiernan felt that the Council needed to know when the work would commence and how long it would take. Additionally, more information relating to the equipment's guarantee should be obtained. Cllr MacTiernan PROPOSED that no payment was made until these questions had been answered. No second vote was received.

Cllr Roberts PROPOSED that the Council should pay an initial 25% of the full costs and send a further 25% once Blueberry had confirmed in writing details of start/completion dates and the guarantee. Cllr Shelton SECONDED.

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

AGAINST: Cllr MacTiernan

ii. **Northway Skatepark**

- a. **Inspection Reports** – Weekly inspection reports relating to the skatepark had been received. No new issues were raised.

RoSPA's report following their annual inspection had been received and the following issues were raised:

1. Overall Site – Life expectancy is under 3 years, depending upon volume of users and level of vandalism. Programme replacement. (Risk score 6 (low)).
2. Fun Box – The transition between ground and unit exceeds 5mm (risk score 8 (medium)).
3. Half Pipe – Hole(s) found (risk score 4 (low)); Riding surface would benefit from repainting to make less slippery (risk score 4 (low)); Barriers of minimum height 1200mm should be fitted (risk score 5 (low)); The distance between the top of the platform and the lower edge of the barrier should not exceed 60mm (risk score 4 (low)).
4. Driveway (with rail) - The transition between ground and unit exceeds 5mm (risk score 8 (medium)).
5. Wave Ramp (Serpent Runway) – The concrete is not in good condition (risk score 6 (low)).

Cllr Roberts felt that since none of the issues were high risk and because the Council was actively trying to replace the exciting facility, it mitigated the need for any immediate action.

Cllr Terry PROPOSED that no action was taken. Cllr MacTiernan SECONDED.

- b. **Skatepark Project** – It was confirmed that skatepark consultation had gone live and there had already been over seventy responses received.

Members considered allocating some funds towards the new skatepark so that it would show potential funders that there was a commitment to the project and money already in the pot.

## **NORTHWAY PARISH COUNCIL**

GP/75/22 **Northway Playing Field** (continued)

Cllr Barnes PROPOSED that Full Council was recommended to put aside £50,000 from Rolling Capital towards the skatepark project. Cllr Roberts SECONDED.

FOR: UNANIMOUS

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

Weekly inspection reports relating to the MUGA and Outdoor Gym had been received. It was noted that there was graffiti present on the leg press and a sticker was peeling on the rower. Some of the handle grips had been pulled off of the equipment, however Caloo had provided replacements without charge and Cllr Ward had reattached and glued them back on where necessary.

8.07pm – Cllr Ward joined the meeting.

RoSPA's annual report relating to the MUGA/Outdoor Gym was reviewed and the following issues were raised:

1. Bench – Paintwork is in poor condition and repairs may be necessary where corrosion is severe (risk score 2 (very low)).
2. Basketball Post (in car park) – Backboard is cracked (risk score 3 (very low)). AGREED no action.
3. Exercise Equipment – Handle grip is missing (risk score 2 (very low)). This had already been addressed.
4. MUGA Fencing – Panel is damaged (risk level 6 (low)).
5. MUGA Surfacing – The surface is crumbling/worn leaving an abrasive texture (risk score 6 (low)). Cllr Roberts suggested that repair and/or repainting of the MUGA surfacing should be put on the next General Purposes Committee agenda for consideration.

8.10pm – Cllr MacTiernan left the meeting.

Cllr Terry PROPOSED that the Council should get the bench repainted at the same time as the ones on The Park, if approved later in the meeting. Cllr Roberts SECONDED.

FOR: UNANIMOUS

8.13pm – Cllr MacTiernan re-joined the meeting.

Cllr Roberts PROPOSED that the Council took no action regarding the damaged fence panel. Cllr Terry SECONDED.

FOR: UNANIMOUS

### iv. **BMX Humps**

- a. **Inspection Reports** – Weekly inspection reports had been received. No new issues were raised.

The annual report from RoSPA highlighted the following:

1. Cracks and holes across the surface of the BMX track (risk score 12 (medium)). It was noted that the track had since been regraded and so was now improved.

## **NORTHWAY PARISH COUNCIL**

### GP/75/22 **Northway Playing Field** (continued)

2. No clear start / finish or indication of correct direction of travel (risk score 6 (low)). Cllr Roberts PROPOSED no action was taken. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- b. **Improvements** – Members were shown photographs following regrading and improvement to the BMX track (Min Ref: GP/56/22 refers).
- v. **Jubilee Celebrations** – Cllr Terry reported that the fairground rides/burger van could no longer be provided at the Playing Field for the Jubilee Celebrations on 5<sup>th</sup> June 2022 and so the Jubilee Working Party were trying to find a replacement.

Members considered possible options whilst also bearing in mind there might be a charge for anything new. There was £1,200 available in the events budget but expenditure would need to be ratified by Full Council.

Cllr Ward wondered if a local food van might want to park at the field for the day.

It was noted that BBC Radio Gloucestershire were planning on broadcasting live from the event.

Cllr MacTiernan PROPOSED that £800 was made available for something to replace the fairground rides/burger van, but Members should be emailed to ensure all were in agreement before booking and Full Council would need to ratify the expenditure at the next meeting. Cllr Barnes SECONDED.

FOR: UNANIMOUS

Sycamore Chapel had contacted the Office to enquire whether they would be permitted to put up a gazebo at the event, this could then be offered for use by anyone wanting a bit of shelter. Cllr MacTiernan PROPOSED that this was permitted providing it did not block view of the stage. Cllr Roberts SECONDED.

FOR: UNANIMOUS

- vi. **Young Gloucestershire** – Young Gloucestershire had contacted the office to request use of the field, toilets and, if possible, a building throughout August for youth sessions. The Clerk had approached the Youth Club Trustees about use of the Village Hall, Cllr Godwin was asked whether a decision had been made on this but she said it had not.

Cllr MacTiernan PROPOSED that the Council should allow use of the Playing Field and toilets. Cllr Terry SECONDED.

FOR: UNANIMOUS

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

### GP/76/22 **Joan's Field**

- i. **Giant Hogweed** – Cllr Roberts confirmed that he had inspected Joan's Field for Giant Hogweed but had found none. There had been some elsewhere, outside of the parish, near the bank of the Carrant Brook. He hoped to go back and make note of the exact location so it could be reported to the Environment Agency.
- ii. **Bridge/Access** – It was noted that the contractor that had committed to create a new access and path into Joan's Field had become uncontactable.

**NORTHWAY PARISH COUNCIL**

GP/75/22 **Northway Playing Field** (continued)

Cllr Ward PROPOSED that the contractor was given another month to respond to emails/calls and provide a start date for the work, in the meantime other contractors should be asked to quote/re-quote for the work. Cllr Beadle SECONDED.

FOR: UNANIMOUS

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

GP/77/22 **The Park Amenity Land**

i. **Teenage Shelter** – No issues were raised following weekly and annual inspections of the Teenage Shelter.

ii. **Jubilee Celebrations** –

a. It was clarified that the event which had been scheduled for 9<sup>th</sup> June 2022 was now due to take place on 24<sup>th</sup> June, subject to Council approval, as this was more suitable for the schools. Cllr Roberts PROPOSED approval of the new date. Cllr Shelton SECONDED.

FOR: UNANIMOUS

Cllr Ward confirmed the time capsules had arrived and he would deliver them to the schools the following day.

Cllr Godwin had arranged for engraving of the stones and Northway Community Volunteers had offered to cover the cost of them. Cllr Roberts PROPOSED that a letter of thanks was sent to Northway Community Volunteers. Cllr Shelton SECONDED.

FOR: UNANIMOUS

Cllr Ward PROPOSED that the Council should obtain quotations for digging (and filling) of holes for the time capsules on the 24<sup>th</sup> June 2022, investigations should also be made into recommended depth of the holes.

FOR: UNANIMOUS

b. The new sign for 'Platinum Park' had been ordered. Although it had been previously agreed that the sign should be installed on the mound (Min Ref: GP/58/22 refers), Members looked at the location on Google's Streetview and felt that it would be better placed at the Northway Lane/The Park junction. Cllr Roberts PROPOSED that, being in receipt of more visual information, the sign should be placed in the South-East corner of The Park. Cllr Shelton SECONDED.

FOR: UNANIMOUS

c. It was confirmed that the Platinum Jubilee bench had been delivered. Members were reminded of the previous proposal that the bench be installed back-to-back with an existing bench (Min Ref: GP/58/22 refers), however, concern had been raised, since physically seeing the Jubilee bench, that the old bench would take away from its impact as a commemorative feature. It was also suggested that it may discourage people from sitting on it if they were 'touching heads' with someone sat on the other side.



**NORTHWAY PARISH COUNCIL**

GP/77/22 **The Park Amenity Land** (continued)

Members consulted Google's Streetview and Cllr Roberts PROPOSED that the bench should be installed further along but still facing the road. Cllr Beadle SECONDED. Cllr MacTiernan expressed she would be against this proposal. No vote was taken.

9.00pm – Cllr MacTiernan left the meeting.

Cllr Beadle suggested that, alternatively, the existing bench on the mound could be moved further along the field towards the houses (north), as there was no seating on that side, and the Jubilee bench installed in its place but facing the road. Cllr Roberts retracted his original proposal in favour of this suggestion. Cllr Beadle PROPOSED. Cllr Terry SECONDED.

FOR: UNANIMOUS

9.05pm – Cllr MacTiernan re-joined the meeting.

Members received a quotation for painting of either one or two of the benches on The Park. Cllr Ward PROPOSED that both benches should be painted imminently and then the one moved, as previously agreed. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

iii. **Other Issues** – The Clerk's Assistant had been trying to get quotations for provision of trees which the Council had agreed to install on The Park (Min Ref: GP/24/22 refers).

GP/78/22 **Circus**

The Clerk's Assistant had approached the Police, Borough and County Council about the possibility of obtaining cones to prevent parking along The Park during the dates that the Circus was visiting Northway. Unfortunately, none had been able to assist with this, but the County Council had suggested applying for a Special Event Closure to prevent a possible parking issue. A Temporary Traffic Regulation Order would also be an option but would cost £1320 to process, as opposed to £130.

Cllr MacTiernan PROPOSED that the Council applied for a Special Event Closure, if necessary. Cllr Ward SECONDED.

FOR: UNANIMOUS

Tewkesbury Borough Council had phoned to advise that a Temporary Events Notice would be required. James Town Circus was looking into whether or not this was the case as they believed one was not required. Cllr Roberts suggested that the Council confirmed with James Town Circus that they would be applying/paying for such a license if one was deemed necessary.

GP/79/22 **Litter Picking Event**

Following rescheduling of the Litter Picking Event to 25<sup>th</sup> June (Min Ref: GP/61/22 refers), Ubico had confirmed that they were still able to provide the necessary equipment.

Cllr Terry PROPOSED a budget of £50 be allocated towards purchase of refreshments and Members should be encouraged to make or buy cakes, biscuits, etc. for the event. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

## **NORTHWAY PARISH COUNCIL**

### GP/80/22 **Newsletter**

Members considered articles for inclusion in the next issue of Northway Voice. Suggestions included: Jubilee Celebrations (Picnic in the Park, benches, renaming of The Park, etc.); Wheelchair Swing vandalism; Circus; Young Gloucestershire sessions.

### GP/81/22 **Bins**

Cllr Terry PROPOSED that purchase of replacement/spare bin liners (costing £224) was ratified. Cllr Godwin SECONDED.

FOR: UNANIMOUS

### GP/82/22 **Parish Maintenance Contract**

Following mowing of hedge whips planted by Tewkesbury Borough Council opposite the Northway Centre (on two occasions), a local resident had requested that grass cutters be instructed to avoid the plants that remained to give them a chance to recover. This had been done and Cllr Ward had kindly sprayed the whips to highlight their presence.

Photographs of overgrowth opposite the Northway Centre were displayed. Cllr Roberts PROPOSED that Tewkesbury Borough Council was reminded of its commitment to keep the area maintained. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan asked to be copied into correspondence relating to this.

### GP/83/22 **Drainage and Flooding**

- i. **Reports** – No drainage/flooding issues were raised.
- ii. **Flood Warden** – Cllr Mackenzie was not present to provide a report.

### GP/84/22 **'Report It'**

The following issues had been reported to the relevant authority:

Vandalism to wheelchair swing, bin fires and incident with youths/Cllr MacTiernan were reported to the police.

### GP/85/22 **Correspondence for Information**

None

### GP/86/22 **Correspondence for Action**

- i. **Gloucestershire County Council** – Minutes of Tree Planting Network meeting and details of next meeting. Details had been circulated to Members.
- ii. **Tewkesbury Borough Council** – Public Space Protection Order for Dog Control consultation. It was AGREED that Members should respond individually if they wished.

**NORTHWAY PARISH COUNCIL**

GP/87/22 **Correspondence received after 12<sup>th</sup> May 2022**

None

There being no further business, the meeting concluded at 9.27pm.