

AGENDA



To: Cllr Mrs S Terry (Committee Chairman) Cllr S Ward (Vice-Chairman)
Cllr Mrs D Bailey Cllr M Barnes
Cllr Mrs P Godwin Cllr P Mackenzie
Cllr Mrs E MacTiernan Cllr E Phennah
Cllr C Porter Cllr J Roberts
Cllr G Shelton Cllr K Sollis

Date 13th February 2020

NOTICE OF MEETING

You are invited to a meeting of the General Purposes Committee that will take place on **Wednesday, 19th February 2020** in the **Ray Shill Room, Northway Community Hub, Northway**, at approximately at 7:10pm, directly following a meeting of the Planning Committee.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of its functions; Equal Opportunity (age, race, gender, sexual orientation, faith, marital status and any disability), Crime and Disorder (Section 17), Health and Safety and Human Rights.

Members are also reminded that **photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is now permitted under the Openness of Local Government Bodies Regulations 2014.**

The records of these meetings are available to view, by written request to the Clerk.

The meeting Agenda follows for your information.

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Clerk of the Council

AGENDA
GENERAL PURPOSES COMMITTEE
19TH FEBRUARY 2020

1. **Apologies for Absence**

2. **Declarations of Interest**

Pursuant to the adoption by the Council on 11th July 2012, of the Northway Parish Council Code of Conduct, Minute Reference C/159/12 including paragraph 12(2), Members are invited to declare any interest they may have in the business set on the Agenda to which the approved Code of Practice applies.

Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office.

In addition, Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests.

3. **Previous Minutes**

- i. **15th January 2020** – Minutes of the General Purposes Committee Meeting held on the 15th January 2020 for approval and signature (copy circulated to Members with Full Council Agenda).
- ii. **29th January 2020** – Minutes of the Extraordinary General Purposes Committee Meeting held on 29th January 2020 for approval and signature (copy circulated to Members with Full Council Agenda).

4. **Matters Arising from Previous Minutes**

GP/21/20 Tree Maintenance – *Tree and bramble maintenance quotations were accepted and some of the work has been done.*

GP/20/20 Community Hub Grounds – *The bark areas have been topped up in the Hub Grounds.*

GP/05/20 Community Hub Grounds – *Bird boxes are in the process of being ordered (and Cllr Shelton has also made one himself). Cllr Terry's brother is in the process of building the hedgehog/insect house.*

GP/145/19 Litter Bin – *A spare litter bin was ordered and is currently in storage at the Hub.*

GP/164/19 Northway Playing Field > Dog Issues – *Tewkesbury Borough Council has undertaken two patrols at the Playing Field to try and speak to the resident who was reportedly not picking up after his dog (without success). It hopes to undertake more patrols soon.*

GP/09/20 Woodland Trust Trees – *St Nicholas Church collected some of the remaining trees and it is hoped the rest will be collected soon.*

6. **Northway Playing Field**

- i. **Play Inspection Reports** – To receive inspection reports relating to Northway Playing Field (including findings following a more in-depth inspection of the roundabout and the aerial rope slide cable) and approve or ratify any necessary action or repairs.

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6. **Northway Playing Field** (continued)
 - ii. **BMX Track** – To reconsider RoSPA’s recommendations relating to the BMX Track – that a clear start/finish was provided and that repairs be made to the surface (risk level low) (Min Ref: GP/63/19 refers). To consider or agree any action.
 - iii. **Gym Equipment** – To reconsider action relating to the gym equipment, specifically the Cross Trainer on which the bearings have failed (Min Ref: GP/112/19 refers). To agree.
 - iv. **Other Issues** – To consider or agree any other necessary action(s) relating to Northway Playing Field.
7. **Joan’s Field**
 - i. **Giant Hogweed** – Giant Hogweed inspections are due to take place at the start of March and the end of May. To confirm arrangements for these.
 - ii. **Other Issues** – To consider or agree any necessary action(s) relating to Joan’s Field.
8. **The Park** – To consider or agree any necessary actions and/or receive any inspection reports relating to The Park.
9. **Newsletter** – To approve/amend draft copy of the newsletter (copy attached for Members) and consider or agree any necessary actions.
10. **Community Litter Picking Event** – To receive an update on planning of this event, including confirmation that three volunteers have signed up to help. To also consider or agree any necessary action – including possibly purchasing extra grabbers or equipment.
11. **Bins** – To consider replacing any old or damaged dog/litter bins.
12. **Slabs to Defibrillator in Lee Walk** – To consider or agree whether the slabs on the grass by the defibrillator in Lee Walk need straightening to eliminate any trip hazard.
13. **Parish Maintenance Contract**
 - i. **Request for Tenders/Applications** – Following tenders/applications advertisement (Min Ref: GP/22/20 refers) to receive any bids or expressions of interest. To also receive further information that the Council might need to consider (i.e. pension/additional costs if employing, training, etc). To consider or agree any necessary action (to discuss under confidential cover, if necessary) and, if employment route is the outcome, to agree handing over to the Staffing Committee.
 - ii. **Additional Grass Cutting** – To receive update, if available, following acceptance of offer from Tewkesbury BC allowing Northway PC to take on additional grass cutting in the parish (Min Ref: GP/148/19, GP/168/19 & GP/186/19 refers). To consider or agree any action.
 - iii. **Grass Cutting/General Maintenance** – Quotations from Smart Cut have been accepted and a schedule of works has been received. To consider/agree whether any further considerations need to be made e.g. additional works, early start date. (Note: Countrywide Grounds Maintenance have been thanked for their past service).

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13. **Parish Maintenance Contract** (continued)
- iv. **Tree Maintenance Schedule** – To receive confirmation that all the trees that are believed to be responsibility of the Parish Council have now been checked (thanks to Cllrs Ward and Mackenzie). To receive advice on when, in future, the annual tree maintenance check should take place and agree any other necessary action.
 - iv. **Other Issues** - To consider any other issues relating to maintenance in the parish and agree necessary action.
14. **Drainage and Flooding**
- i. **Reports** – To receive any reports from Members on flooding and agree any action.
 - ii. **Flood Warden** – To receive report from Cllr Mackenzie regarding any flooding issues in the parish and consider or agree any action.
15. **‘Report It’** - To receive list of issues reported to authorities (including TBC, GCC or Glos Constabulary) over the past month. To consider any action that may be required.
16. **Correspondence for Information**
- i. **Play Source** – Details of playground provision.
 - ii. **Rekk** – Notice that, due to retirement, this business is being transferred to EKM Ltd.
 - iii. **Woodberry** – Catalogue.
 - iv. **Broxap** – Catalogue.
 - v. **Proludic** – Catalogue.
 - vi. **Gloucestershire Playing Fields Association** – Survey relating to play facilities that are the Parish Council’s responsibility (completed by Clerk’s Assistant).
17. **Correspondence received after 13th February 2020**