

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 19th February 2020 at Northway Community Hub, Lee Walk, Northway, commencing at 7:10 p.m.

Present: Cllr Mrs S Terry (Committee Chair) Cllr S Ward (Vice Chairman)
Cllr M Barnes Cllr Mrs P Godwin
Cllr Mrs E MacTiernan Cllr C Porter
Cllr G Shelton Cllr K Sollis

In attendance: Mr Terry Treacy (Local Resident) (until/from: GP/35/20)
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

GP/24/20 **Apologies for Absence**

Apologies for absence had been received from Cllrs Mackenzie, Bailey, Sollis, Phennah and Roberts.

GP/25/20 **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), were made.

GP/26/20 **Previous Minutes**

i. **Previous Minutes** - Cllr Godwin PROPOSED that the Minutes of the General Purposes Committee Meeting held on Wednesday, 15th January 2020 should be approved as a true and accurate record. Cllr Shelton SECONDED.

FOR: UNANIMOUS

ii. **Previous Extra-Ordinary Minutes** - Cllr MacTiernan PROPOSED that the Minutes of the Extra-Ordinary General Purposes Committee Meeting held on 29th January 2020 should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: Cllr MacTiernan Cllr Godwin
Cllr Barnes Cllr Roberts
Cllr Ward

ABSTENTIONS: Cllr Porter Cllr Shelton

GP/27/20 **Matters Arising from the Previous Minutes**

GP/21/20 Tree Maintenance – *Tree and bramble maintenance quotations had been accepted and some of the work had been undertaken.*

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

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

GP/27/20 **Matters Arising from the Previous Minutes** (continued)

NORTHWAY PARISH COUNCIL

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

GP/164/19 Northway Playing Field > Dog Issues – Tewkesbury Borough Council had undertaken two patrols at the Playing Field to try and speak to the resident reportedly not picking up after his dog (without success). Officers hoped to undertake a further patrol later in the month.

GP/09/20 Woodland Trust Trees – St Nicholas Church and Tewkesbury Nature Reserve had collected the remaining Woodland Trust trees.

GP/06/20 Northway Playing Field > Other Issues – It was confirmed that the Clerk's Assistant had contacted County Cllr Smith, Northway Community Volunteers, Tewkesbury Borough Council, Barnwood Trust and Laurence Robertson (MP) to enquire about help with funding a Wheelchair Swing. Responses were still being awaited.

GP/28/20 Northway Playing Field

- i. **Play Inspection Reports** – Inspection reports received from GAB Waste highlighted:
- Site badly flooded due to recent weather but safe to use. Graffiti had been removed from the gate post.
 - The centre bearing on the roundabout was still loose and when stood on the whole thing came to a halt. It was noted that a separate contractor had been asked to inspect this item once the weather had improved.
 - Graffiti had been removed from the centre pole of the Tripod Swing.
 - Peddles were now stuck on the Cross Trainer (due to loose bearings), however it was still safe to use.
 - The BMX Track was holding water (but still safe to use).

It was reported that GAB Waste had undertaken a more in-depth inspection of the aerial rope slide cable and confirmed that they had found no issues.

- ii. **BMX TRACK** – Members reconsidered previous recommendations from RoSPA to provide a clear start/finish on the BMX Track and make repairs to the surface (risk level low) (Min Ref: GP/63/19 refers).

It was noted that the next RoSPA inspection was due to take place in April, therefore, Cllr MacTiernan PROPOSED that a decision on this should be delayed until after then. Cllr Ward SECONDED.

FOR: UNANIMOUS

- iii. **Gym Equipment** – Members reconsidered what action should be taken regarding the gym equipment, specifically the Cross Trainer on which the bearings had now failed. It was noted that the equipment was not dangerous.

Cllr Ward PROPOSED that consideration of this should be delayed until after the next RoSPA report had been received. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- iv. **Other Issues** – Cllr Ward asked whether there were any issues still outstanding from the last RoSPA report. It was noted that several recurring issues came up on every annual report but nothing considered to be dangerous.

GP/29/20 Joan's Field

NORTHWAY PARISH COUNCIL

- i. **Giant Hogweed** – It was noted that the Giant Hogweed inspections were due to take place at the start of March and end of May. Cllr Ward PROPOSED that Cllr Roberts should be asked if he would be willing to undertake these inspections again. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

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

GP/30/20 **The Park**

Members received the quarterly inspection report relating to the Teenage Shelter. No issues were raised.

GP/31/20 **Newsletter**

Members looked through the draft copy of the latest newsletter. It was felt that details relating to the public consultation on the Garden Town and proposed bridge (due to take place at the Community Hub on 16th March 2020) should be added in.

Cllr MacTiernan highlighted the fact that Northway's precept had been the highest increase across all of the parishes in the Borough. She wondered if the office might receive some calls regarding this.

Members received an email from Cllr Bailey asking for addition of a sentence in the Youth Club article and also highlighting the fact that the figure added by the Council was incorrect. Due to lack of space it was felt that it would be more beneficial to try and include details of when the Youth Club sessions took place, if possible, rather than the extra wording requested by Cllr Bailey. It was also felt that, since the figure was only an approximate, it should be left in.

Cllr MacTiernan PROPOSED approval of the newsletter subject to the discussed amendments being made. Cllr Barnes SECONDED.

FOR: UNANIMOUS

It was AGREED that the newsletter should be printed and distributed as soon as possible.

Cllr Ward pointed out that nothing had been submitted by Northway Community Volunteers regarding the annual Easter Egg Hunt.

GP/32/20 **Community Litter Picking Event**

It was confirmed that litter picking equipment had been requested from Ubico for the litter picking event on 28th March 2020, however, there would only be 30 litter pickers (grabbers) and bag hoops available.

So far, three residents had registered to be part of the litter picking event through the Keep Britain Tidy web page.

Prices were tabled for litter pickers (grabbers) and hoops. Cllr Ward suggested that, if Members became volunteer litter pickers through Tewkesbury Borough Council they would be supplied with equipment which could then be used at the litter picking event, if required.

GP/32/20 **Community Litter Picking Event** (continued)

NORTHWAY PARISH COUNCIL

Cllr Terry PROPOSED that the Clerk's Assistant should approach Tewkesbury Borough Council about Northway Parish Councillors becoming volunteer litter pickers and, if possible, having a group training session as soon as possible.

FOR: UNANIMOUS

It was noted that further details relating to this event would be considered at an Events Working Party meeting scheduled for 9th March 2020 (7.15pm).

GP/33/20 **Bins**

It was noted that several of the dog bins in the parish were damaged or falling apart and in need of replacing - Cllrs Ward and Terry had so far listed seven whilst out walking. Cllr Ward PROPOSED that Tewkesbury Borough Council should be approached to see if any funding – or replacement bins – might be available. Cllr Shelton SECONDED.

FOR: UNANIMOUS

GP/34/20 **Slabs to Defibrillator**

It was noted that the slabs leading to the defibrillator in Lee Walk were uneven and could pose a tripping hazard. Cllr Ward PROPOSED that a quotation should be sought for laying the slabs properly. Cllr Godwin SECONDED.

FOR: UNANIMOUS

GP/35/20 **Parish Maintenance Contract**

- i. **Request for Tenders/Applications** - Cllr Ward PROPOSED that, in view of the special/confidential nature of the business about to be transacted (i.e. contractual/staffing/tenders) it was advisable in the public interest that the public and press were temporarily excluded and they were instructed to withdraw.

7.47 p.m. – Terry Treacy left the meeting.

EXCLUSION ITEMS ATTACHED SEPERATELY – Members only.

Under confidential cover, Members received submissions of tender and applications relating to Various Works (gate opening, litter picking, bin emptying and play equipment inspections) and two applications were accepted in relation to these.

8.05 p.m. – Terry Treacy left the meeting.

- ii. **Grass Cutting** – It was noted that Tewkesbury Borough Council were still in the process of putting together a contract relating to the new grass cutting arrangement (Min Ref: GP/186/19 refers).
- iii. **Grass Cutting/General Maintenance** – It was noted that Tewkesbury Borough Council and Countrywide often started grass cutting in the parish during March.

Smart Cut were not due to start maintenance until April and there was some concern the grass might be unmanageable if left this long.

GP/35/20 **Parish Maintenance Contract** (continued)

NORTHWAY PARISH COUNCIL

Cllr MacTiernan PROPOSED that the Council should ask Smart Cut to bring their first grass cut forward, if they deemed it necessary. Cllr Shelton SECONDED.

FOR: UNANIMOUS

- iii. **Tree Maintenance Schedule** – It was noted that all of the trees believed to be the responsibility of the Parish Council had now been inspected by either Cllr Ward or Cllr Mackenzie.

Advice had been sought from a tree surgeon as to when would be the best time to inspect these trees in the future, he had recommended every eighteen months so that you got an alteration – seeing the trees with foliage and growth some times and without any the next. Following this advice, Cllr Terry PROPOSED that the inspection should take place every eighteen months.

FOR: UNANIMOUS

GP/36/20 **Drainage and Flooding**

- i. **Reports** – It was noted that several flood reports had been received from Tewkesbury Borough Council due to recent heavy rainfall.
- ii. **Flood Warden** – Cllr Mackenzie was still away with work, but Cllr Ward confirmed that he was happy to keep an eye on local water levels in his absence.

GP/37/20 **'Report It'**

The following issues had been reported to the relevant authorities:

- Pot hole in Grange Road
- Driving over verge in Fairway
- Fly tipping of Christmas trees
- Pot holes on The Park

GP/38/20 **Correspondence for Information**

- i. **Play Source** – Details of playground provision.
- ii. **Rekk** – Notice that, due to retirement, this business was transferring to EKM Ltd.
- iii. **Woodberry** – Catalogue.
- iv. **Broxap** – Catalogue.
- v. **Proludic** – Catalogue.
- vi. **Gloucestershire Playing Fields Assoc. (GPFA)** – Survey relating to play facilities that the Parish Council is responsible for (completed by Clerk's Assistant).

GP/39/20 **Correspondence received after 13th February 2020**

- i. **Glasdon** – Leaflet.

GP/39/20 **Correspondence received after 13th February 2020** (continued)

NORTHWAY PARISH COUNCIL

- ii. **Charity Event** – Although not a General Purposes matter, a request had been received from a local resident for use of the Hub for a charity fundraiser event. Members considered whether the facility should be provided free-of-charge. It was AGREED that the Council should allow use of the Hub at no cost but request a layout design/diagram to ensure that there were no concerns regarding the set up.

As there was no other business the meeting concluded at 8.15 p.m.