

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 21st April 2021.

Following the passing of the Coronavirus Act 2020 (c.7), Councils are unable to meet in person during the COVID emergency. This meeting was therefore held via a Zoom link, with Councillors connecting remotely. The meeting began at approximately 7:10p.m.

Present: Cllr S Terry
Cllr M Barnes
Cllr P Godwin
Cllr E MacTiernan
Cllr J Roberts
Cllr T Treacy

Cllr S Ward (Committee Vice Chairman)
Cllr C Blackmore
Cllr P Mackenzie
Cllr E Phennah
Cllr G Shelton

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

GP/53/20 **Apologies for Absence**

No apologies for absence had been received.

GP/54/21 **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/55/21 **Previous Minutes**

Cllr Godwin PROPOSED that the Minutes of the General Purposes Committee Meeting held on Wednesday 17th March 2021 should be approved as a true and accurate record. Cllr Ward SECONDED.

FOR:

Cllr Godwin	Cllr Ward
Cllr Barnes	Cllr Blackmore
Cllr Mackenzie	Cllr MacTiernan
Cllr Phennah	Cllr Roberts
Cllr Terry	Cllr Treacy

ABSTENTIONS: Cllr Shelton

GP/56/21 **Matters Arising from the Previous Minutes**

GP/28/21 Parish Maintenance > Grass Cutting – The contract between Tewkesbury Borough Council and Northway Parish Council in relation to grass cutting had been finalised.

GP/38/21 Northway Playing Field > Security – The Traveller Policy had been amended, as agreed.

GP/38/21 Northway Playing Field > Other Issues – A response was sent to the request for installation of lighting at Northway Playing Field.

GP/47/21 Parish Maintenance Contract > Grass Cutting – SmartCut had been asked to cease cutting a piece of land along The Park which was now privately owned.

NORTHWAY PARISH COUNCIL

GP/56/21 **Matters Arising from the Previous Minutes** (continued)

GP/47/21 Parish Maintenance > Overgrowth – Overgrowth by Saxon Park bus shelter had been cut back.

GP/47/21 Parish Maintenance Contract > Bins – A contractor had been instructed to remove the bin post from Grange Road.

GP/05/21 Northway Playing Field – It was confirmed that outdoor sports facilities (skate parks, gyms, MUGA's) had been permitted to reopen.

GP/57/21 **GP Projects Working Party**

i. **Meeting on 7th April 2021** – It was noted that the following recommendations had been made by the GP Projects Working Party (Ref: GPP/12/21 refers):

a. ***Prioritising the wheelchair swing and outdoor gym projects.***

It was noted that the GP Projects Working Party had highlighted Blueberry's wheelchair swing as the preferred design (photograph shown to Members). Cllr Roberts PROPOSED approval of this. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

Members considered quotations and designs for three outdoor gym bundles from three different firms.

Cllr MacTiernan had an issue with the outdoor gym equipment taking priority over progression of a new skatepark, which residents had wanted for many years. It was explained that the gym equipment was being prioritised because there was possible Section 106 funding available towards sports related projects (Min Ref: GP/37/21 refers) for which the deadline for expressions of interest was only a few weeks away.

Members voted unanimously in favour of the Caloo equipment being the preferred package.

It was noted that the quotations did not include the cost of extending the existing tarmac area and only one of the firms had provided a price for removal of the old gym equipment.

b. ***Putting Joan's Field nature walk on hold until access had been improved.***

c. ***Creation of a safer access into Joan's Field*** (discussed further under Min Ref: GP/59/21).

d. ***Consulting with residents by way of a survey.***

The Clerk's Assistant had circulated advice from the Community Funding Officer at Tewkesbury Borough Council in relation to public consultation. She had also provided details of GRCC's consultancy service (the Clerk's Assistant had made contact and was awaiting further information regarding this).

Cllr Blackmore suggested that the Council should try and get a clear idea of what it wanted from the survey.

Cllr Ward reminded Members that they did need to move quickly with consulting on the outdoor gym equipment. The Clerk added that the deadline for submitting an Expression of Interest in Section 106 funds was 17th May 2021 and the Council would be required to prove it had gone out to public consultation.

It was noted that the Council could make use of SurveyMonkey for free, however, it would be limited to ten questions and forty responses. Cllr Roberts felt it would not be suitable to use the free service as the Council would not want to discount comments (if more than forty residents were to respond). It was noted that the paid service would be approximately £32 per month (£384 a year) but it was not clear whether the Council would be required to pay annually.

Cllr Roberts PROPOSED that the Council should take this forward but investigate options to discover which was best value. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan believed that there was a company in Tewkesbury that put together surveys as a business.

Cllr Ward suggested that GP Projects Working Party should consider questions for inclusion in the survey(s).

Cllr Terry PROPOSED that she, along with the office staff, should put together some questions to be considered at the meeting.

FOR: UNANIMOUS

Cllr Terry asked Members to email the Clerk with any questions that they would like to see included in the survey.

e. ***Submitting an Expression of Interest regarding potential Section 106 funds.***

Cllr Roberts PROPOSED that the Council should submit an Expression of Interest in the Section 106 funds available following recent developments in Ashchurch. Cllr Godwin SECONDED.

FOR: UNANIMOUS

ii. **Funding** – Members discussed other funding that the Council could apply for.

Severn Trent Community Fund – Cllr Roberts reminded Members of the details of the available grants (ranging from £2,000 to £200,000). Cllr MacTiernan suggested that the Council should submit an application for funding toward the skatepark project.

Tewkesbury Borough Council Capital Community Grant – Aimed at capital projects, matched funding grants between £10,000 - £57,000 were available from the Borough Council. Members felt this would be a good grant to apply for towards the wheelchair swing and accessibility improvements at Joan's Field.

iii. **Other Issues** – It was AGREED that a meeting of the GP Projects Working Party should be scheduled for Monday, 26th April 2021, to address the progression of a community consultation survey.

NORTHWAY PARISH COUNCIL

GP/58/21 **Northway Playing Field**

i. **Northway Play Park**

- a. **Inspection Reports** – Inspection reports relating to the Play Park had been received. No new issues had been raised.
- b. **Concrete Walls** – A quotation of £435 had been received for repair of the concrete walls (with epoxy resin due to reduced drying time). Cllr Ward PROPOSED acceptance. Cllr Phennah SECONDED.

FOR: UNANIMOUS

- ii. **Northway Skate Park** – Inspection reports relating to the Skate Park had been received, however, no new issues were raised.
- iii. **M.U.G.A / Outdoor Gym** – No issues, relating to the M.U.G.A / outdoor gym, had been raised in the inspection reports.
- iv. **BMX Humps** – It was reported that the litter bin in the corner of Northway Playing Field (by Warren Road entrance) had been set alight but was still operational.

v. **Security**

- a. **Bollards** - It was confirmed that the bollards at the Playing Field had been checked by a contractor and were considered to be stable.
- b. **Inner Access/Gate** – Members were reminded of an agreement to seek quotations for installation of a barrier at the inner entrance to the Field (Min Ref: GP/38/21 refers). Two quotations had been received and Members were shown pictures of both options.

Cllr MacTiernan felt that it would be better to get a more secure version of the existing gate. Cllr Ward explained that the problem with a gate was that it could be lifted off its hinges, most barriers also had a hidden lock which would make it more difficult to travellers to gain access to the Field.

Cllr MacTiernan said that she was against both barrier options and PROPOSED that the Council investigated the option of a more secure, metal gate, which could not be lifted off its hinges and had a better locking system. Cllr Mackenzie SECONDED.

FOR:	Cllr MacTiernan	Cllr Mackenzie
	Cllr Barnes	Cllr Blackmore
	Cllr Godwin	Cllr Phennah
	Cllr Terry	Cllr Treacy

AGAINST:	Cllr Roberts	Cllr Shelton
	Cllr Ward	

- vi. **Other Issues** – It was noted that a large number of people had gathered at the Playing Field on Friday, 16th April, in memory of a local boy who had died a few days before. Councillors who had witnessed the gathering gave a breakdown of how the night had progressed: Between 7-8pm approx. 100 people around the BMX track, some with motorbikes, all well spirited and well behaved at that point. Around 45 minutes later 200+ people, still relatively well behaved. As the night went on some fireworks were set off, dangerously, and at least one person received minor burns. At this point, 999 was called as there was felt to be a clear danger to people. The police arrived some time later and

NORTHWAY PARISH COUNCIL

GP/58/21 **Northway Playing Field** (continued)

said that they would observe and try to disperse the crowd later on. In the early hours of the morning a boy, from Northway, was hit on the head with a hammer and rushed to hospital with a fractured skull. A man was arrested but released again on bail.

Cllr Ward mentioned that he hoped the Council would allow viewing of the CCTV footage to try and obtain details of motorbikes, the owners of which breached byelaws in accessing the Field and pass this information on to the police.

Cllr Ward wished to thank the Clerk and Litter Picker who, on the morning after the vigil, had worked hard to clear away the litter that had been left the night before. In addition, Cllr Godwin, Tewkesbury Town Football Club and several local residents (including the brother of the boy who died) also helped with the clean-up. It was noted that 22 bags of rubbish had been collected.

Cllr Terry PROPOSED that the Council should write a letter of thanks to everyone who had helped.

FOR: UNANIMOUS

Cllr Terry PROPOSED that the Council should issue a statement on Facebook making it clear that members of the community and Council staff gave their own time to tidy up following the vigil and thanking them for this.

FOR: UNANIMOUS

Cllr MacTiernan also gave her report of how the night of 16th April 2021 had developed. She expressed her disappointment that the Police had not done more, instead they had observed from their vehicle parked in Alexandra Way. Cllr Ward mentioned that he believed the police had been unable to access the Field via the main gate due to the amount of motorbikes and mopeds blocking the entrance which was why they were in Alexandra Way.

Cllr Terry asked whether the Council wanted to contact the police to express disappointment in how the situation was managed.

Cllr MacTiernan mentioned that she had a contact in the Police force (Chief Executive in charge) and would possibly talk to him about this. It was clarified that this would need to be done as a resident and not as a Parish Council representative.

The Clerk's Assistant told Members that concerns had been raised regarding food waste which was being regularly left on the Playing Field, outside the back gate of an Oak Drive property. Although this was likely being left for the birds, there was the worry that it might attract rats.

Cllr Ward PROPOSED that a letter should be sent to the nearby houses asking residents to refrain from disposing of food waste on the Playing Field so as not to attract rats. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

GP/59/21 **Joan's Field**

- i. **Giant Hogweed** – An inspection for Giant Hogweed had not yet been undertaken.
- ii. **Memorial Stone** – A photograph was shown of the Millennium Stone at Joan's Field, which had become unreadable over the years.

NORTHWAY PARISH COUNCIL

GP/59/21 **Joan's Field** (continued)

A quotation of £344 had been received for cleaning the memorial and re-painting the letters. Members were reminded of the wording on the stone which was as follows:

JOAN'S FIELD, NATURE CONSERVATION AREA, COMMEMORATED AT THE START OF THE MILLENNIUM BY ASHCHURCH PARISH COUNCIL.

Members considered whether the wording on the stone should be changed to refer to Northway Parish Council and not Ashchurch. However, some Members felt strongly that, since it was a historical fact that Ashchurch Parish Council had installed the memorial, the wording should remain as it was.

Cllr Treacy PROPOSED that the Council should keep the existing wording on the memorial and accept the quotation for cleaning and re-painting. Cllr Ward SECONDED.

FOR:	Cllr Treacy	Cllr Ward
	Cllr Barnes	Cllr Mackenzie
	Cllr Phennah	Cllr Roberts
	Cllr Shelton	Cllr Terry

AGAINST	Cllr Blackmore	Cllr MacTiernan
---------	----------------	-----------------

ABSTENTIONS: Cllr Godwin

- iii. **Access** – The Clerk was in the process of investigating prices for creation of a safer access into Joan's Field (Min Ref: C/79/21 refers). No further updates were available.
- iv. **Other Issues** – No other issues were raised.

GP/60/21 **The Park Amenity Land**

- i. **Inspection Report** – It was reported that a litter bin had been set alight and required a new liner. Cllr Terry PROPOSED that, if there was not a spare bin liner already in storage, a replacement liner should be ordered along with a spare to keep at the Hub.

FOR:	Cllr Terry	Cllr Barnes
	Cllr Blackmore	Cllr Godwin
	Cllr Mackenzie	Cllr MacTiernan
	Cllr Phennah	Cllr Roberts
	Cllr Shelton	Cllr Treacy

ABSTENTIONS: Cllr Ward

- ii. **Bollards** – Following inspection of the bollards, a contractor had recommended that one was in need of replacing at a cost of £185.

Cllr MacTiernan asked if this would include metal/wire around the base but it was pointed out that none of the more recently installed bollards had had this. Cllr Roberts suggested that it was put on a future agenda to consider having the metal added on.

Cllr Roberts PROPOSED that the replacement bollard was installed. Cllr Shelton SECONDED.

FOR: UNANIMOUS

- iii. **Trees** – Members received a report from the Arborist following completion of work to the trees on The Park.

NORTHWAY PARISH COUNCIL

GP/60/21 **The Park Amenity Land** (continued)

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

GP/61/21 **Newsletter**

A further letter had been received in response to the latest issue of Northway Voice, this was read to Members. The resident referred to his disappointment over approval of the bridge application, the need for more cycle paths and a suggestion that the Council considered making the BMX track an all-weather facility. Cllr Roberts PROPOSED that the Council should respond and thank the resident for these ideas. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

GP/62/21 **Dog Issues**

- i. **Northway Playing Field** – The Clerk informed Members of incidents where dog(s) had been brought into the Play Area, on one occasion this had resulted in a local day nursery having to remove children from the Park (as the dog owner would not leave when asked).

Cllr Terry pointed out that various dog related issues were reported each month and she felt it might be useful for the Council to establish a policy that the office staff could refer to if/when complaints were received. Members agreed that this would be a good idea. Cllr Terry PROPOSED that a Working Party be established to come up with the finer details of this. Cllr Shelton SECONDED.

FOR: UNANIMOUS

Cllr Terry thanked Cllr Blackmore for putting together a statement intended for social media (Min Ref: GP/45/21 refers), she assured this would be referred to the Working Party.

Cllr Mackenzie advised that he had forwarded a copy of a Brixworth Parish Council's Dog Fouling Enforcement Rules to the office as he felt it might be of interest to the Working Party.

Cllrs Blackmore, Godwin, Barnes, Treacy, Terry and Mackenzie wished to stand on this Working Party.

GP/63/21 **Parish Maintenance Contract**

- i. **Bins**

- a. **Tewkesbury Borough Council** – Tewkesbury Borough Council had advised that there was no available funding towards replacement of a damaged dog bin in Kingston Road/Steward Road (Min Ref: GP/28/21 refers).

Cllr Terry PROPOSED that the bin which had removed from along Grange Road (Min Ref: GP/28/21 refers) should be installed in place of the damaged bin and that £100 should be allocated towards the cost of a contractor undertaking this work. Cllr Phennah SECONDED.

FOR: UNANIMOUS

- b. **Damaged Bins** – Reports of damage to bins had already been received under Min Ref: GP/58/21 and GP/60/21).

NORTHWAY PARISH COUNCIL

GP/63/21 **Parish Maintenance Contract** (continued)

- c. **Other Issues** – No further issues were raised.
- ii. **Strimming** – Cllr Ward reported that, upon examination of the young trees at the Playing Field, The Park and Joan’s Field, he did not feel it was necessary to strim around them at this time (Min Ref: GP/47/21 refers).

Cllr Terry PROPOSED that the Council delayed instructing SmartCut to undertake this work.

FOR: UNANIMOUS

- iii. **Weed Spraying** – Members considered whether the Council should undertake weedkilling again and, if so, whether it should approach Gloucestershire County Council (GCC) for a contribution towards the cost.

Cllr MacTiernan pointed out that the Parish Council would be unable to approach the County Council until PURDAH had ended.

Cllr Roberts PROPOSED that, once PURDAH had ended, the Parish Council should approach GCC to ask about the possibility of matched funding. Should the County Council reject the request to match-fund, the Council should fund the work itself. Cllr Ward SECONDED.

FOR: UNANIMOUS

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

GP/64/21 **Drainage and Flooding**

- i. **Reports** – No reports were made in relation to drainage and flooding.
- ii. **Flood Warden** – Cllr Mackenzie (Flood Warden) had no issues to report.

GP/65/21 **‘Report It’**

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

- Sofa flytipped at entrance to Northway Playing Field.
- Youths climbing on Village Hall roof.
- Incident of someone cold calling without a mask.
- Two bins set alight.

GP/66/21 **Correspondence for Action**

- i. **Gloucestershire Playing Field Association** – Details of ‘Clubs in Crisis’ funding. Cllr Roberts PROPOSED that this correspondence was forwarded to the local Football Club. Cllr Barnes SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

GP/67/21 **Correspondence for Information**

- i. **Tewkesbury Borough Council** – Notes of Flood Warden Meeting that took place on 25th February 2021.
- ii. **Keep Britain Tidy** – Notice of The Great British Spring Clean launch.
- iii. **Proludic** – Catalogue.
- iv. **CPRE Gloucestershire** – Annual Review 2020.
- ii. **HAGS** – Information on Rosenlund Collection.

GP/68/21 **Correspondence received after 14th April 2021**

- i. **Local Schools** – Members were reminded of a request (received at the Parish Assembly) for local school staff and parents to undertake bulb planting at the entrances into Northway as part of an INSET day on 22nd October 2021 (C/92/21 refers). The Clerk had been trying to obtain permission from landowners, but exact locations needed to be established first.

Members examined aerial images of the entrances into Northway and felt the most suitable locations were as follows:

- By the defibrillator phone box in Hardwick Bank Road.
 - On land opposite (and to the left) when coming out of Grange Road onto Hardwick Bank Road (by the Spine/behind The Sandfield houses).
 - By the 'Welcome to Northway' sign, Northway Lane motorway bridge.
 - By the 'Welcome to Northway' sign, Northway Lane near A46 junction.
- ii. **HAGS** – Product information.
 - iii. **Campaign to Protect Rural England** – Notice of correction on Annual Review.

There being no further business, the meeting concluded at 9.21pm