

# AGENDA



To: Cllr S Ward (Chairman)  
Cllr M Barnes  
Cllr P Godwin  
Cllr E MacTiernan  
Cllr G Shelton

Cllr S Terry (Vice Chair)  
Cllr C Blackmore  
Cllr P Mackenzie  
Cllr J Roberts  
Cllr T Treacy

Date 15<sup>th</sup> July 2021

## NOTICE OF MEETING

You are invited to a meeting of the General Purposes Committee that will take place on **Wednesday, 21<sup>st</sup> July 2021**, commencing at approximately 7.10pm, 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.

Consideration should be given to the impact of Council decisions on climate change and, in line with its policy, Members should do what they can to reduce the Council's carbon footprint, where reasonably possible.

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**  
**21<sup>ST</sup> JULY 2021**

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** – Minutes of the General Purposes Committee Meeting held on the 16<sup>th</sup> June 2021 for approval and signature (copy circulated to Members with Full Council Agenda).
4. **Matters Arising from Previous Minutes (FOR INFORMATION, AS READ)**

**GP/63/21 Parish Maintenance** – *Weed spraying has taken place.*

**GP/76/21 Northway Playing Field** – *Goal post covers have been ordered and the cost of these will be covered by S106 funds.*

**GP/76/21 & GP/91/21 Northway Playing Field** – *Concrete barriers have been repaired with coloured resin and no longer require painting. The corroded sign post next to the Play Park has been removed. Holes in BMX track filled with soil and the serpent runway repaired.*

**GP/91/21 Northway Playing Field** – *An order has been placed for a more secure gate into the Playing Field.*

**GP/91/21 Northway Playing Field** – *SmartCut have been contracted to clear access from Alexandra Way to the Playing Field. They have also been asked to cut back overgrowth at the Oak Drive access.*

**GP/91/21 Northway Playing Field** – *Young Gloucestershire have been advised that they may use the Playing Field for youth sessions during the summer holidays. Investigations are being made as to whether toilets will be available for use.*

**GP/95/21 Newsletter** – *The latest newsletter has been distributed. Several responses have been received in relation to the Luncheon Club appeal for help and Speedwatch campaign.*

**GP/98/21 Parish Maintenance** – *Tree checks have been undertaken; no issues raised.*

**GP/96/21 Litter Picking Event** – *Volunteer litter picker training was provided by Tewkesbury Borough Council and five Councillors attended this. Equipment will be provided once all induction forms have been returned.*

**GP/94/21 Dogs** – *A letter was sent to the resident believed to have allowed their dog to foul on The Park. No response has been received.*

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4. **Matters Arising from Previous Minutes (FOR INFORMATION, AS READ)**

*GP/95/21 Newsletter – A get well soon card was sent to the lady in charge of Northway/Ashchurch Luncheon Club.*

5. **GP Projects Working Party**

- i. **Crowdfunding Workshop** – To receive report following Cllrs Terry, Treacy and Barnes attendance at a Crowdfunding Workshop which took place on 10<sup>th</sup> June 2021. To consider any action.
- ii. **Outdoor Gym Area/Fit Zone** – To receive update on installation of new outdoor gym area and agree any necessary action (to include consideration of ongoing annual inspections).
- iii. **Section 106 Funds** – To consider or agree which project to allocate an extra £2,833.03 towards, as awarded from S106 funds following the Council's Expression of Interest.
- iv. **Joan's Field Access** – To receive update and agree any necessary action.
- v. **Wheelchair Swing** – To consider or agree any action which may be required to help progress this project. (Details of the Disabled Facilities Grant have been forwarded by TBC's Funding Officer).
- vi. **Other Projects** – To receive any updates relating to any other projects and/or available funding. To agree any necessary action.
- vii. **Next Meeting** – Reminder that the next meeting of the Working Party is scheduled for 18<sup>th</sup> August 2021.

6. **Dog Control and Welfare Working Party**

- i. **Notes** – To receive notes of the meeting that took place on 7<sup>th</sup> July 2021 (copy circulated to Members with GP and Planning Agenda's) and consider or agree the recommendations made by the Working Party.
- ii. **Terms of Reference** – To approve Terms of Reference ([copy attached for Members](#)), as recommended by the Dog Control and Welfare Working Party.

7. **Northway Playing Field**

i. **Northway Play Park**

- a. **Inspection Reports** – To receive inspection reports relating to the Play Park and consider or agree any necessary action.
- b. **Swings** – To receive recommendation from Covid Committee to reinstall swings which were removed from the Play Park to allow social distancing.

- ii. **Northway Skate Park** – To receive inspection reports relating to the Skate Park and approve or ratify any necessary action or repairs.

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7. **Northway Playing Field** (continued)

- iii. **M.U.G.A / Outdoor Gym** - To receive inspection reports relating to the MUGA and outdoor gym equipment and approve any necessary action or repairs.
- iv. **BMX Humps** – To receive inspection reports relating to the BMX Humps and approve any necessary action or repairs.
- v. **Fete** –
  - a. **PLI/Risk Assessment** – To consider information, if received, and agree necessary action.
  - b. **Stall** – The Parish Council has requested a stall at the Northway Fete, to consider or agree finer details relating to this, including recommendations from the Dog Control and Welfare Working Party regarding a dog theme.
- vi. **Other Issues** – To consider or agree any other necessary action(s) relating to Northway Playing Field.

8. **Joan's Field**

- i. **Access from back of Kestrel Way** – To receive advice from Zurich relating to maintenance of the back access into Joan's Field. To consider or agree any necessary action.
- ii. **Policy** – To reconsider updating the Council's policy relating to Joan's Field (Min Ref: GP/07/21 refers). To agree.
- iii. **Other Issues** – To consider or agree any action(s) relating to Joan's Field.

9. **The Park Amenity Land**

- i. **Inspection Reports** - To receive inspection reports relating to The Park and agree necessary action(s).
- ii. **Other Issues** – To consider or agree any other necessary actions relating to The Park.

10. **Trees**

- i. **Grease Bands** – To consider purchasing grease bands for any trees (Min Ref: GP/138/20 refers).
- ii. **Virginia Close** – To receive update on tree by Virginia Close/Court (Min Ref: GP/98/21 refers) and agree any necessary action.
- iii. **The Queen's Green Canopy** – To receive more information relating to this tree planting scheme (Min Ref: GP/93/21 and GP/97/21 refer) ([details attached to Members' agenda](#)). To agree any action.
- iv. **Saplings** – To consider or agree maintaining area around saplings at entrance to the Playing Field and/or The Park and/or Joan's Field.

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11. **Memorial Bench** – To receive request for placement of a memorial bench in the parish (pending receipt of further information). To consider or agree response and/or whether to adopt a policy on memorials.
12. **Litter Picking Event** – To further consider hosting a litter pick event and agree any necessary action.
13. **Bulb Planting** – To consider making a contribution towards the local schools' bulb planting project (if still taking place). To agree.
14. **Parish Maintenance Contract**
  - i. **Grass Cutting**
    - a. **Review** - To review grass cutting/strimming in the parish and agree any necessary action (including any amendments or additions and review of recent decision to leave part of The Park uncut as this keeps getting missed).
    - b. **Cars on Verges** – To receive photos from SmartCut of cars parked on grass verges. To agree any necessary action.
  - ii. **Letter from Resident** – To receive letter from resident, along with the Clerk's response, regarding various issues in the parish ([copy attached for Members](#)). To agree action, if necessary.
  - iii. **Other Issues** – To consider any other issues relating to maintenance in the parish and agree necessary action.
15. **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. To also consider nominating a stand-in Flood Warden whilst Cllr Mackenzie is away.
16. **'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.
17. **Correspondence for Action**
  - i. **The Gloucestershire and Oxford Playing Fields Associations** – Playground Inspection Training Seminar – 5<sup>th</sup> August 2021. To consider or agree attendance.
  - ii. **Railway Line Drainage Ditch** – To receive letter from resident regarding railway line drainage ditch. To consider or agree action, if necessary.
  - iii. **CPRE** – Invitation to sign up to membership. To consider or agree.
  - iv. **Keep Britain Tidy** – Love Parks Week – To consider writing to local MP to ask that they join KBT's Parks All-Party Parliamentary Group (APPG). (*Campaign to protect parks*).

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18. **Correspondence for Information**

- i. **Overgrowth** – Copy of letter sent to residents.
- ii. **Caloo** – Catalogue.
- iii. **Open Spaces Society** – Newsletter.
- iv. **Tewkesbury Borough Council** – Details of garden waste and bulky waste collections.

19. **Correspondence received after 15<sup>th</sup> July 2021**