

## **NORTHWAY PARISH COUNCIL**

Minutes of a meeting of the General Purposes Committee held on Wednesday 22<sup>nd</sup> June 2022 in the Ray Shill Room at Northway Community Hub, Lee Walk, Northway, commencing at 7:10 p.m.

Present: Cllr S Ward (Chairman) Cllr S Terry (Vice Chairman)  
Cllr C Blackmore Cllr P Godwin  
Cllr E MacTiernan Cllr J Roberts  
Cllr G Shelton

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

### GP/88/22 **Apologies for Absence**

Apologies for absence had been received from Cllrs Beadle, Barnes and Mackenzie.

### GP/89/22 **Declarations of Interest**

No declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 11<sup>th</sup> July 2012 (Min Ref C/159/12), including paragraph 12(2).

### GP/90/22 **Previous Minutes**

Cllr Terry PROPOSED that the Minutes of the General Purposes Committee Meeting held on 18<sup>th</sup> May 2022 should be approved as a true and accurate record. Cllr Godwin SECONDED.

FOR: Cllr Terry Cllr Godwin  
Cllr MacTiernan Cllr Roberts  
Cllr Ward

ABSTENTIONS: Cllr Blackmore Cllr Shelton

### GP/91/22 **Matters Arising from the Previous Minutes**

**GP/75/22 Northway Playing Field > Young Gloucestershire** – Following agreement at Full Council to cover the cost of hiring the Village Hall, Young Gloucestershire have been given permission to use the field, toilets and Hall throughout August.

**GP/77/22 The Park Amenity Land > Jubilee Celebrations** – A letter of thanks has been sent to Northway Community Volunteers (NCV) following their donation of engraved stone slabs for Platinum Park oak trees/time capsules. Benches have been painted, moved and installed on Platinum Park (previously named The Park) and new signage installed.

**GP/58/22 The Park Amenity Land > Teenage Shelter** – The Teenage Shelter has been repainted.

**GP/81/22 Bins** – Following removal of the liner from a bin on Platinum Park, Cllr Mackenzie retrieved it from brambles and, finding it dented but still usable, returned it to the bin. A replacement liner had also been fitted in a bin along The Spine.

**GP/74/22 Matters Arising > Weedkilling** – Weedkilling had taken place.

**GP/55/22 & GP/74/22 Parish Maintenance > Iron Bridge** – A meeting was being arranged between Network Rail, Tewkesbury Borough Council and the Parish Council.

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GP/91/22 **Matters Arising from the Previous Minutes** (continued)

*Cllr Terry PROPOSED that Ashchurch Rural Parish Council should be invited to attend this meeting, once a date had been established. Cllr MacTiernan SECONDED.*

FOR: UNANIMOUS

**GP/74/22 Matters Arising > Iron Bridge** – An email was sent to the Borough Council advising of an error in the Local Heritage List, which had since been corrected.

**GP/75/22 Northway Playing Field > MUGA** – The bench by the MUGA had been repainted.

GP/92/22 **Northway Playing Field**

i. **Northway Play Park**

- a. **Inspection Reports** – Weekly inspection reports relating to the play park had been received. The following issues were raised: graffiti on various items, chips in concrete walls, bird faeces on swing seats, signs of burning on rope climber and rubber matting coming up by the play train.

The Council considered installation of plastic spikes on top of the frame of the swing to stop birds from perching on it. Cllr MacTiernan PROPOSED that the Council sought legal advice and prices before the next meeting. Cllr Blackmore SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan PROPOSED that the Council considered repainting of the concrete wall seats in October, after summer. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Roberts offered to try and remove some of the graffiti with graffiti wipes.

Cllr Roberts PROPOSED no action was taken with regard to the rope climber. No second vote was received.

- b. It was confirmed that 25% of the full invoice had been paid to Blueberry (Min Ref: GP/75/22 refers), however, a date was still being awaited for start of work as their sub-contractors were very booked up. It was envisaged that work would begin early September at the latest.

More information had been requested regarding the lockbox and guarantee, but this had not yet been received. The Clerk's Assistant had noted a 12 month guarantee on parts was referred to in Blueberry's T&C's, it was AGREED that the Council should confirm that this would be from the date of completion.

It was further AGREED that the Council should clarify whether the whole swing frame was being replaced, as this was what Blueberry had made it sound like in their latest email.

Members were conscious that, should the estimated start date end up being pushed back further, the Council might need to be prepared to bring in its own contractors to complete the work – although this came with its own risks.

Cllr MacTiernan PROPOSED that the Council retracted its previous decision to pay a further 25% of the invoice once a start and completion date had been established

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GP/92/22 **Northway Playing Field** (continued)

(Min Ref: GP/75/22 refers), instead no further payments should be made until the works had been completed.

Cllr Roberts PROPOSED that the Council stayed silent on further payments until it had received a date it was confident Blueberry would go ahead with. Cllr MacTiernan withdrew her initial proposal. No second vote was received.

It was noted that several comments had been made from residents who were disappointed that the wheelchair swing was not yet usable. Cllr Ward PROPOSED that the Council should make a statement on social media explaining how the equipment had failed a RoSPA inspection.

FOR: UNANIMOUS

**ii. Northway Skatepark**

- a. **Inspection Reports** – Weekly inspection reports relating to the skatepark had been received. It was noted that metal was coming up on the quad. Cllr MacTiernan PROPOSED that the Council should seek contractors' advice and opt for the cheapest and best way to make this safe – either by removal or repair. Cllr Terry SECONDED.

FOR: UNANIMOUS

- b. **Skatepark Project** – The skatepark consultation had now closed and Maverick had forwarded the final results, a total of 99 responses had been received.

Maverick's lead designer would be visiting the site before putting together a bespoke design and so there would be opportunity for some of the local skatepark users to meet with him, if the Council wanted. Cllr Roberts PROPOSED that a meeting should be requested. Cllr Godwin SECONDED

FOR: UNANIMOUS

Members considered whether the GP Projects Working Party should hold another meeting but it was felt this was not yet necessary.

Cllr Ward offered to take down the signs which had been put up to advertise the skatepark consultation (Min Ref: GP/56/22 refers).

The Clerk had made enquiries at Tewkesbury Borough Council as to whether planning permission would be necessary for installation of the new skatepark. A response was still being awaited.

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

- a. **Inspection Reports** – Weekly inspection reports relating to the MUGA and Outdoor Gym had been received. It was noted that the basketball hoop and fencing posts were very dirty. There had also been some paint chipped from the base/bolt cover of the cross rider.

Cllr Blackmore PROPOSED no action was taken. Cllr Shelton SECONDED.

FOR: UNANIMOUS

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GP/92/22 **Northway Playing Field** (continued)

- b. **Surfacing** – A quotation of £610 had been received for repainting of the MUGA surfacing. Cllr Ward PROPOSED acceptance. Cllr Roberts SECONDED.

FOR: UNANIMOUS

- iv. **BMX Humps** – Weekly inspection reports had been received. No new issues were raised.
- v. **Concrete Cover** – Members considered repair of a concrete inspection chamber cover at the playing field. A quotation of £575 had been received for installation of a replacement frame and cover, a further quotation was being awaited.

Cllr Ward PROPOSED that a budget of £600 was allocated towards the work and the cheapest quotation accepted.

FOR: UNANIMOUS

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

GP/93/22 **Joan's Field**

- i. **Trees** – It was noted that one of the young apple trees had been broken in Joan's Field, this seemed to have been the third tree that had been damaged in recent months. Although a specific date was unknown, the incidents had been reported to the police.

Members wondered whether the damaged tree might still be alive. Cllr Roberts PROPOSED that the tree was cut back to establish whether it might be saved. If not, it and the other dead trees should be removed. Cllr Terry SECONDED.

FOR: UNANIMOUS

- ii. **Bridge/Access** – It was confirmed that Mr Hodges, the contractor who had agreed to create a new access, bridge and path into Joan's Field, had been given a month to confirm whether or not he would still like to undertake this work. Unfortunately, a response had not been received.

The Clerk and Clerk's Assistant confirmed that they had met with another contractor, but he had been unable to quote due to the amount of overgrowth on site, amongst which two dead trees had been noted. Following this, quotations had been sought for cutting back the overgrowth and these ranged between £540 and £1575 (the lowest quote also included removal of an Ash tree, which was close to the road, it was felt that this would make the corner safer).

The Clerk mentioned that a regularly used tree surgeon who knew Mr Hodges had spoken to him about the job which they could possibly work together on. Members felt that, once the clearance work had been done, new quotations could be sought and brought back to the General Purposes Committee for consideration.

Cllr MacTiernan PROPOSED acceptance of the cheapest quotation for clearing the overgrowth at Joan's Field, which included removal of dead trees and the Ash tree on the corner, following this, quotations should be sought for new access/path. Cllr Shelton SECONDED.

FOR: UNANIMOUS

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GP/93/22 **Joan's Field** (continued)

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

GP/94/22 **Memorial Tree**

Members were reminded of a resident's request for permission to plant a memorial tree in Joan's Field (Min Ref: GP/41/22 refers). After noticing the broken trees on Joan's Field the resident had contacted the Council again to request permission to plant elsewhere in the parish, on Platinum Park, for example. Cllr MacTiernan PROPOSED that permission was granted. Cllr Terry SECONDED.

FOR: UNANIMOUS

Members felt that the south-west corner would be the best location for the memorial tree as it would be near to other trees. Cllr Roberts said that he would be happy to meet the resident on site.

GP/95/22 **The Park Amenity Land**

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

ii. **Trees**

a. **New Trees** – The Council had previously agreed to plant a number of trees on Platinum Park using Build Back Better grant funding as well as two donated oak trees (amounting to ten in total) (Min Ref: GP/24/22 refers).

A local garden centre had quoted £3,660 to supply the trees, another quotation had been received for supply and planting of the trees at a cost of £1,314.50. However, there was a chance the trees could be supplied by Gloucestershire County Council (GCC) Tree Planting, which would mean the funding could be put towards associated costs such as planting, tree guards, ongoing maintenance. An application had been submitted to GCC with a response still being awaited.

It had been suggested at Full Council that one of the trees be planted in memory of ex Cllr Diana Bailey who had recently passed away (Min Ref: C/134/22 refers). It was AGREED that, if the County Council agreed to provide trees, one of the three Oak's should be dedicated to the memory of ex Cllr Bailey.

Members also recalled a decision to plant a tree for local resident Hope, who had been awarded a certificate of recognition at the Parish Assembly.

Members felt that, in addition to the ten trees from GCC, the Council should also have BGG Garden and Tree Care plant a further three Hawthorn, four Silver Birch and a Crab Apple (for Hope). Cllr Ward PROPOSED.

FOR: UNANIMOUS

Members considered tree guards and ways to transport water to the trees. Cllr MacTiernan suggested that this was deferred until Autumn when it was nearer to the trees being planted.

b. **Oak Trees** – Cllr Shelton confirmed that he had been watering the Oak trees on Platinum Park. Photos were shown of the trees, both of which appeared to be healthy. It was suggested that some of the mulch from upcoming clearance work in Joan's Field could be used to stop weeds coming through at the base of the trees.

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GP/95/22 **The Park Amenity Land** (continued)

- iii. **Time Capsule Burying Ceremony** – The time capsules were back at the Community Hub after being filled by children at the local schools. The ‘burying’ ceremony was due to take place at Platinum Park on 24<sup>th</sup> June at 1.30pm. A contractor would be digging the holes in the morning and the stone mason would be delivering the engraved stones to site while the children were there and cementing them in place.

Cllr Terry felt that, since the Council was asking the schools to take on guardianship of the trees, it would be nice to have certificates to hand over on the day. Cllr Roberts hoped to attend as Chairman of the Council and say a few words.

It was felt that a record of the date when the capsules were being dug up should be recorded in the minutes. It was AGREED that this should be considered at the next Committee Meeting.

Members were encouraged to bring any trowels they had to allow some of the children the chance to help bury the capsules.

- iii. **Other Issues** – Cllr Mackenzie had copied the Council into an email to Gloucestershire Police in which he reported a moped being ridden on Platinum Park.

GP/96/22 **Circus**

Following the Council’s previous agreement to apply for a Special Event Road Closure (Min Ref: GP/78/22 refers), it had been clarified that this would require the whole of the road to be closed, which was not something that Members wanted.

The Circus manager had confirmed that he would be able to provide some ‘no parking’ cones for along the roadside.

Cllr Roberts PROPOSED that, based on the new information received, the Council’s previous decision to apply for a Special Event Closure should be retracted. Cllr Ward SECONDED.

FOR: UNANIMOUS

The Circus Manager had also confirmed that, after contacting Tewkesbury Borough Council, no licences were required (a copy of this confirmation had been forwarded).

GP/97/22 **Litter Picking Event**

Due to a lack of councillors available to assist with the running of the litter picking event, it had been cancelled.

GP/98/22 **Newsletter**

It was noted that no articles had been received for the upcoming newsletter. It was AGREED that Members should be emailed another reminder of the articles for inclusion.

GP/99/22 **Event Flag**

Members were informed that there had been an underspend in purchase of a gazebo/tent, therefore, it had been suggested a flag was purchased for use at future events. Several examples were shown, along with approximate prices.

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### GP/99/22 **Event Flag** (continued)

Cllr Terry PROPOSED purchase of a tear drop event flag costing £149.43 (excluding delivery). Cllr Shelton SECONDED.

FOR: UNANIMOUS

### GP/100/22 **Scarecrow Competition**

Members considered signing the Council up to a community Scarecrow Competition being run by Sycamore Chapel, the theme being favourite TV or film characters. It was AGREED that the Council should apply to build a Paddington Bear scarecrow, if this was already taken then Spongebob Squarepants or Teletubbies should be requested.

### GP/101/22 **Parish Maintenance Contract**

An email had been set to Tewkesbury Borough Council (TBC) regarding ongoing maintenance of the area opposite the Northway Centre (Min Ref: GP/82/22 refers), however, a response had not been received.

Cllr Shelton PROPOSED a stronger email was sent asking for confirmation of when this would be done or, as an alternative, asking if TBC wanted to pay for the Parish Council to take on this maintenance. Cllr Roberts SECONDED

FOR: UNANIMOUS

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

### GP/102/22 **Drainage and Flooding**

- i. **Reports** – No drainage/flooding issues were raised.
- ii. **Flood Warden** – Cllr Mackenzie had attended a Flood Warden Meeting on 30<sup>th</sup> March.

Members were saddened to hear that Jason Westmoreland, Flood Engineer at TBC, had recently passed away.

### GP/103/22 **'Report It'**

The following issues had been reported to the relevant authority:

Graffiti in the Play Park and broken trees in Joan's Field were reported to the Gloucestershire Constabulary.

Overgrowth along Hardwick Bank Road and condition of tarmac in Grange Road were reported to Gloucestershire County Council.

Fly tipping along the Spine was reported to Tewkesbury Borough Council.

A resident's request for a street pollution back plate was forwarded to County Cllr Smith and had since been passed to the street lighting team.

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GP/104/22 **Correspondence for Information**

**Gloucestershire Rural Community Council (GRCC)** – Winchcombe Festival of Youth.

GP/105/22 **Correspondence for Action**

- i. **Gloucestershire Tree Warden Scheme** – Request for help in identifying suitable areas for replanting trees. AGREED no action.
- ii. **Keep Britain Tidy - #Painintheglass** – Request for help in getting glass included in the deposit return scheme. AGREED no action.

GP/106/22 **Correspondence received after 16<sup>th</sup> June 2022**

None

There being no further business, the meeting concluded at 8.40pm.