

AGENDA



To: Cllr Mrs D Bailey
Cllr Mrs P Godwin
Cllr Mrs E MacTiernan
Cllr C Porter
Cllr K Sollis
Cllr S Ward

Cllr M Barnes
Cllr P Mackenzie
Cllr E Phennah
Cllr J Roberts
Cllr Mrs S Terry
Cllr C Woodward

Date 16th May 2019

NOTICE OF MEETING

You are invited to a meeting of the General Purposes Committee that will take place on **Wednesday, 22nd May 2019** 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
22ND MAY 2019

1. **Election of Committee Chairman for the Municipal Year**
2. **Apologies for Absence**
3. **Election of Committee Vice-Chair for the Municipal Year**
4. **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.

5. **Previous Minutes:** Minutes of the General Purposes Committee Meeting held on the 17th April 2019 for approval and signature.
6. **Matters Arising from Previous Minutes**

GP/44/19 Northway Playing Field > Northway Play Park – *Painting of the boundary wall (Play Park) and concrete bollards has commenced.*

GP/48/19 Dog Fouling > Signs – *Dog fouling signs have been purchased and are awaiting installation.*

GP/48/19 Dog Fouling > Bins – *A dog bin has now been installed in Sinderberry Drive.*

GP/48/19 Dog Fouling > Letter of Thanks – *A letter of thanks has been sent to the girl who attached clear plastic bottles - filled with dog waste bags - to posts around the parish, as well as the owner of the pet shop (who donated the bags).*

GP/49/19 Notice Board – *Tewkesbury Borough Council has been asked to consider the Parish Council's request to install a notice board in Saxon Park (at Play Park entrance).*

GP/50/19 Parish Maintenance Contract > Northway Community Hub Grounds – *Volunteers have been given a copy of risk assessment and other reports and the necessary tools have been purchased.*

GP/50/19 Parish Maintenance Contract > Parish Online – *The Council is now signed up to Parish Online mapping software. Tewkesbury Borough Council have been asked about the possibility of providing map layers that might be relevant to Northway.*

GP/51/19 Emergency Planning – *Foil blankets and torches have been purchased for the Emergency Boxes (some foil blankets have also been purchased for storing in defibrillator boxes).*

7. **Local Community Initiative** – *To receive suggestion from resident for a community led project looking at areas of concern (i.e. tidying up neglected areas to simple maintenance initiatives). To consider or agree action and/or response.*

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8. **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. **Self Closing Gate** – To receive any updates relating to the self closing gate (Min Ref: GP/35/19 refers) and agree any necessary action.

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

iii. **M.U.G.A / Outdoor Gym** – To receive inspection reports relating to the MUGA and outdoor gym equipment and consider or agree any necessary action (i.e. removal or replacement of the gym equipment).

iv. **BMX Humps** – To receive inspection reports relating to the BMX Humps and approve any necessary action or repairs.

v. **Security Measures** – To receive an update on security measures being put in place at the Playing Field (Min Ref: C/93/19 refers). To consider or agree any necessary action (including consideration of inner gate security and long-term plans for concrete barrier and main gate once removed).

vi. **Pedestrian Access** – To review access routes on to the Playing Field and consider or agree whether any changes need to be made (allowing easier access for disabled people).

vii. **Right of Access** – A reminder that a letter will shortly be going to residents of Warren Road and Oak Drive reminding them that they have no right of access to the Playing Field via any gates they may/may not have at the back of their properties.

viii. **Emptying of Litter Bins on Playing Field** – To approve temporary measures put in place to ensure bins are emptied whilst access to the field is limited and consider/agree future arrangements.

ix. **Other Issues** – To consider or agree any other necessary action(s) relating to Northway Playing Field.

9. **The Park**

i. **Teenage Shelter** – To receive inspection reports relating to the Teenage Shelter (if available) and agree any necessary actions or repairs.

ii. **Other Issues** – To consider or agree any other necessary action(s) relating to The Park.

10. **Joan's Field –**

i. **Maintenance** - Countrywide Grounds Maintenance have agreed to strim/flail in Joan's Field following removal of several verges from their grass cutting list (Min Ref: GP/50/19 refers), however another suggestion has been received from a local resident who would be willing to help councillors do this (if willing) – to consider or agree.

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- ii. **Other Issues** - To consider or agree any necessary action(s) relating to Joan's Field.
- 11. **Giant Hogweed** – To receive a report from Cllr Roberts following inspection for Giant Hogweed, if taken place. To also consider (depending when last check was undertaken) plans for inspection due at the end of May. To consider or agree any necessary action.
- 12. **Traveller Policy** – To consider or agree making any amendments to this policy ([copy attached for Members](#)).
- 13. **Community Events**
 - i. **Community Events on Council Property** - To consider putting in place a policy relating to any community events taking place on Parish Council property i.e. requirement for submission of risk assessment, insurance details, etc.) prior to events taking place. To agree this and any other necessary action.
 - ii. **King Ramps** – To receive details of pro BMX and Skateboard shows/public workshops. To consider/agree whether this is something that the Council would like to progress ([details forwarded to Members via email](#)).
- 14. **Newsletter** – To consider articles for inclusion in the next issue of Northway Voice and agree any other necessary action.
- 15. **Parish Maintenance Contract**
 - i. **Grass Cutting** – To receive any reports relating to grass cutting in the parish and consider or agree any necessary action.
 - ii. **Bus Shelter Cleaning** – To review current arrangement for bus shelter cleaning following repair of GAB Waste's pressure washer (Min Ref: GP/50/19 refers) and, if necessary, to agree any action (including whether or not it would be advisable to have the Perspex shelters cleaned by hand).
 - iii. **Tree Management Strategy** – To receive update on progress of a tree management strategy (if available) and consider or agree any necessary action.
 - iv. **Flood Warden** – Following resignation of Cllr Shelton from his role as Flood Warden, to consider whether any other Members would like to take on this role. To agree.
 - v. **Padlocks** – To consider if/when the bin/gate padlocks need oiling again. To agree if necessary.
 - vi. **Other Issues** – To consider or agree any other actions or alterations that need to be addressed as a result of any changes in circumstances or dissatisfaction of work undertaken. To determine.
- 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 Information**
 - i. **HAGS** – Spring Offers 2019.

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- ii. **Overgrowth** – Copy of letter sent to property regarding overgrowth.
18. **Correspondence received after 16th May 2019**