

AGENDA



To: Cllr Mrs S Terry (Committee Chairman) Cllr S Ward (Vice-Chairman)
Cllr Mrs D Bailey Cllr M Barnes
Cllr Mrs P Godwin Cllr P Mackenzie
Cllr Mrs E MacTiernan Cllr E Phennah
Cllr C Porter Cllr J Roberts
Cllr K Sollis Cllr C Woodward

Date 12th September 2019

NOTICE OF MEETING

You are invited to a meeting of the General Purposes Committee that will take place on **Wednesday, 18th September 2019** in the **Ray Shill Room, Northway Community Hub, Northway**, at approximately at 7:05pm, 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.



Clerk of the Council

AGENDA
GENERAL PURPOSES COMMITTEE
18TH SEPTEMBER 2019

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 17th July 2019 for approval and signature.

4. **Matters Arising from Previous Minutes**

GP/86/19 Parish Maintenance > Area Outside Lee Road Shops – Following a letter being sent to shop owner regarding litter outside the Lee Road shops, advice was given as to what bins were available.

GP/97/19 Northway Playing Field > Security Barrier – A bollard has been installed in between the palisade fencing and the security barrier.

GP/97/19 Northway Playing Field > Other Issues – A letter of thanks was sent to the resident who picked up the grit bin and grit after it had been pushed over.

Hornet's Nest – Following report of hornet's nest in Hawthorn Way, a firm was instructed to remove this as an emergency action. Upon inspection the firm confirmed that it was, in fact, a wasp nest and had already been bashed. They removed what was left of the nest.

5. **Northway Guardians** – To receive an update on Northway Guardians - community led project (Min Ref: GP/78/19 refers). To consider or agree any action.

6. **Northway Playing Field**

i. **Play Inspection Reports** – To receive inspection reports relating to Northway Playing Field and approve or ratify any necessary action or repairs.

ii. **Gym Equipment** – To consider or agree removal or replacement of gym equipment.

iii. **Access** – To consider whether the Council should continue to allow borrowing of gate key(s) for residents backing onto the Playing Field. To agree.

iv. **Bin Emptying** – To review emptying of bins on the Playing Field by GAB Waste following three-month trial. To consider or agree any changes.

v. **Gate Opening** – To receive notice of Village Hall hires which might require access to the Playing Field car park outside of gate opening hours. To consider necessary

action.

AGENDA
GENERAL PURPOSES COMMITTEE
18TH SEPTEMBER 2019

6. **Northway Playing Field** (continued)
 - vi. **Perimeter of the Field** – To consider arranging one-off maintenance to the perimeter of the Playing Field so that it can be maintained to the edges in future. To include consideration of:
 - Maintenance of a blackberry bush growing into a Warren Road property.
 - Maintenance of a tree on the left when entering the field.
 - vii. **Water Tap** – To consider or agree suggestion for a bottle filling tap be installed at Northway Playing Field (possibly outside the Changing Rooms or Village Hall) to discourage single use plastic bottles.
 - viii. **Other Issues** – To consider or agree any other necessary action(s) relating to Northway Playing Field.
7. **Joan's Field** – To receive an update on maintenance being undertaken by NCV in Joan's Field and consider or agree whether there is anything that the Council would like to take on/change.
8. **The Park** – To consider or agree any necessary actions and/or receive any inspection reports relating to The Park.
9. **Trees** – Following distribution of tree maintenance strategy map, to receive an update as well as any reports relating to trees and/or overgrowth. To consider or agree pruning of apple trees on The Park and any other necessary action. To also agree how often tree checks need to take place.
10. **Dog Fouling** – Following confirmation from Tewkesbury Borough Council relating to cost of dog fouling stickers, to approve donating £1 for each sticker that the Council requests in future (Min Ref: GP/99/19 refers) and consider whether more should be ordered.
11. **Bus Shelters**
 - i. **Painting** – Following painting of the bus shelter along The Park (Min Ref: GP/100/19 refers), to consider or agree whether the Council would also like to paint inside its other brick shelters (two in Steward Road).
 - ii. **Cleaning** – To receive quotations for bus shelter cleaning. To consider or agree acceptance.
 - iii. **Repair to Solar Lighting** – To consider or agree repair of solar lighting next to Saxon Park bus shelter.
12. **Benches/Chairs** – To receive offer of two benches and some chairs. To consider or agree acceptance as well as placement.
13. **Litter Picking Bags and Gloves** – To consider whether the Parish Council would like to have a stock of bags and gloves at the Community Hub for volunteer litter pickers (Ubico would provide). To agree.
14. **Hub Grounds**
 - i. **Maintenance** – To receive notice that the volunteer gardeners are unable to continue maintenance in the Hub grounds. To consider or agree any necessary

action.

AGENDA
GENERAL PURPOSES COMMITTEE
18TH SEPTEMBER 2019

14. **Hub Grounds** (continued)

- ii. **Smoking** – Due to the amount of cigarette ends that were being left on the ground outside the front of the Community Hub a pot was temporarily placed under the bench for disposal of stubs. To consider or agree long-term options, including purchase of a wall mounted ash tray.
- iii. **Cat Fouling Signs** – To reconsider introducing signs warning hirers that cat poo might be present in the bark at the front of the Hub (children have been known to play in the bark in the past) following trial of cat deterrent (Min Ref: GP/87/19 refers).
- iv. **Improvements** – To consider or agree suggestions for improvements / creation of a wildlife area in the Hub Grounds.

15. **Newsletter**

- i. **Items** - To consider items for inclusion in the next issue of Northway Voice (including article on Neighbourhood Plan).
- ii. **Youth Survey** – If including a youth survey in the next newsletter to consider/approve questions and finer details.
- iii. **Advertisements**
 - a. To consider or agree action regarding non-payment of a bill for placement of an ad in the Northway Voice.
 - b. To receive correspondence from resident interested in placing an advertisement in the next newsletter. To approve.

16. **Graffiti**

- i. **Update** – To receive reports of more graffiti and agree any necessary action.
- ii. **Removal** – To consider whether the Council would like GAB Waste to continue attempting to remove some of the graffiti with a light sander (this leaves nasty marks in place of the graffiti). To agree action.

17. **Grass Cutting**

- i. **Tewkesbury BC/Ubico** – To receive update on the possibility of Tewkesbury BC allowing Northway PC to take on all the grass cutting in the parish (being reimbursed the cost of Ubico's three-weekly cuts). To consider or agree any action.
- ii. **Reports/Issues** – To receive any reports relating to grass cutting in the parish and consider or agree any necessary action.
- iii. **Requests for Tender** – To receive quotations for grass cutting throughout the parish. To consider or agree acceptance.

18. **Grounds Maintenance** – To receive quotations for general grounds maintenance around the parish and consider or agree acceptance. To consider any other areas that may need to be included in the grounds maintenance contract (i.e. weed killing around skate park equipment and/or bus shelters). To agree.

AGENDA
GENERAL PURPOSES COMMITTEE
18TH SEPTEMBER 2019

19. **Weed Killing** – To receive quotation for weed killing in the area, as well as further correspondence relating to part funding of this from Gloucestershire County Council (Min Ref: GP/102/19 refers).
20. **Noticeboards** – To review current arrangements for noticeboards in the parish and agree any necessary action.
21. **Handyman** – To consider or agree whether the Council should investigate seeking quotations for a handyman to do odd-jobs around the parish.
22. **Strimmer** – To consider or agree purchasing a strimmer for use around the parish.
23. **Parish Maintenance Contract** – To consider any other issues relating to maintenance in the parish and agree necessary action.
24. **Winter Maintenance** – To consider action that the Council may wish to take regarding winter maintenance and parish resilience in adverse weather (i.e. grit, grit bins, snow wardens, hand spreaders, etc).
25. **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.
26. **'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.
27. **Correspondence for Information**
 - i. **Woodland Trust** – Reminder that free trees from the Woodland Trust are due to arrive in November.
 - ii. **Overgrown Trees** – Correspondence relating to overgrown trees blocking residents' signal.
 - iii. **Gloucestershire Playing Fields Association** – Opportunity to win match funding for your next playground project.
 - iv. **Correspondence** – Letters were sent to residents regarding overgrowth from their properties.
28. **Correspondence received after 12th September 2019**