

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the General Purposes Committee held on Wednesday 16th September 2026 in the Ray Shill Room at Northway Community Hub, Lee Walk, Northway, commencing at 7.10 p.m.

Present: Cllr J Beadle (Vice-Chair) Cllr M Barnes (until Min Ref: GP/129/26)
Cllr G Fancourt Cllr P Godwin
Cllr R Godwin Cllr S Terry

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

GP/115/26 Apologies for Absence

Cllrs Llewellyn, Roberts, Ward, Kareem, Poole and Shelton had tendered their apologies.

GP/116/26 Declarations of Interest

No declarations of interest were made as required by the Code of Conduct adopted by the Parish Council on 12th April 2023 (Min Ref C/85/23).

GP/117/26 Previous Minutes

Cllr Terry PROPOSED that the Minutes of the meeting that took place on 15th July 2026 should be approved as a true and accurate record. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

GP/118/26 Matters Arising from the Previous Minutes

No matters were raised.

GP/119/26 Northway Playing Field

- i. **Northway Play Park** – Members received the inspection reports relating to the Play Park, it was noted that some of the issues had been reported previously. Photographs were observed and it was AGREED that no urgent action was required.

Cllr Terry PROPOSED that the Council obtained quotations for repair or replacement of damaged panels on the Play Train. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

ii. **Northway Skatepark**

- a. **Inspection Reports** – Members received the inspection reports relating to the skatepark. Cracks had appeared in the concrete paths that ran between the picnic tables and the skatepark, however, the contractor had filled the worst of these, the other was too small to do anything about. It was AGREED that this should be monitored.

- b. **Sealing** – Members had previously agreed to undertake sealing of the skatepark amongst themselves, however, there had been a number of councillors unable to help on the day, so it had been postponed. In addition, the skatepark needed to be cleaned the day prior to sealing which would require approximately 150m of hosepipe.

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GP/119/26 **Northway Playing Field** (continued)

Cllr Terry PROPOSED that the Council should seek quotations for a company to undertake this work. Cllr R Godwin SECONDED.

FOR: UNANIMOUS

- iii. **MUGA/Outdoor Gym** – The weekly inspection reports had been received. It was noted, again, that paint on some of the gym equipment had begun to peel and the cracks in the tarmac were still present. Cllr Terry PROPOSED that these issues continued to be monitored. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- iv. **BMX Humps** - The weekly inspection reports had been received, no new issues had been identified.
- v. **Play Inspector Training** – Cllr Barnes PROPOSED approval of necessary training for the Play Inspector at a cost of £330. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

- vi. **Footpath / Surfacing** – Members were shown a video of cracks in the footpath which were still significant even after tarmac had been used to fill them. Cllr Ward had offered to put gravel down the cracks and then fill with more tarmac. Cllr Terry PROPOSED acceptance of this offer. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- vii. **Clay Shrinkage Cracks** – The Clerk informed Members that the Football Club had needed to cancel due to the cracks in the playing field. They had offered to fill the worst of the cracks with sand and soil. Cllr Barnes PROPOSED that the Council offered a contribution of £100 towards the cost of this. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

It was noted that signs had been put up at the field warning users of the cracks, the Football Club had also been sent a copy of the Risk Assessment that was approved the previous year and reminded that that it was their responsibility to assess the pitch before each use to determine whether it was safe to play.

- viii. **Drinking Water Facility** – A request had been received from a member of the public for installation of a water bottle refill station at Northway Playing Field. It was noted that this was something that the Council could apply to the County Council's Community Climate Adaption Fund towards.

Several units were shown to members, along with an idea of costings. Cllr R Godwin PROPOSED that the Council applied for funding towards a wall mounted bottle filler for installation by the water outlet on the outer wall of the Changing Rooms, with a contribution from the Council of up to £500 if matched funding was required. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- ix. **Tree** – The Clerk reported that she had contacted the Management Company responsible for the plateau behind the western boundary of Northway Playing Field following a tree falling onto the palisade fencing. The Management Company advised that it was obtaining quotations from a grounds maintenance contractor for the necessary works.
- x. **Main Gate** – It was noted that the post for the main gate into the Playing Field had become misaligned and needed to be readjusted and re-set.

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GP/119/26 **Northway Playing Field** (continued)

Due to the importance of keeping the field secure, this work had been undertaken as an emergency action. Cllr Terry PROPOSED this was ratified. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

- xi. **Reenactment Training** – Members considered a request for permission to use the Playing Field for re-enactment training. It was noted that the activities would involve shields, spears, axes, swords, bows and javelins. The organisation had advised that all bladed weapons were blunt and complied with strict safety regulations, and that missiles were fitted with rubber tips and used with minimum force.

Members had some concerns and noted that the sign at the entrance to the field stipulated no archery or dangerous sports. It was felt that a Risk Assessment should be obtained and the group should be asked whether the area would be cordoned off. They should also be asked to avoid days when football matches were on. Cllr Barnes PROPOSED that permission was given for reenactment training to take place at the Field. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

It was suggested that Members could ask to watch one of the training sessions to assess whether they had any further concerns.

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

GP/120/26 **Joan's Field**

- i. **Gloucestershire Wildlife Trust** – Members received an offer to meet with a representative of Gloucestershire Wildlife Trust at Joan's Field to receive suggestions for improving the space. Cllr Terry PROPOSED that a meeting should be arranged and the details circulate to Members to see who was available to attend. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

- ii. **Other Issues** – Cllr Fancourt mentioned that he had recently been to Joan's Field to inspect the apple trees and, whilst there, spoke to the Parish Council's maintenance contractors about the possibility of clearing at the base of the trees and perhaps raising the canopies a bit.

Cllr Terry PROPOSED that the Council should review, on a future agenda, what was being done as part of the maintenance and grass cutting contract. Cllr Barnes SECONDED.

FOR: UNANIMOUS

GP/121/26 **Platinum Park**

- i. **Teenage Shelter** – The weekly inspection reports relating to the Teenage Shelter had been received. It was noted that there were large cracks in the ground around the yellow bench at the top of the slope. Cllr Barnes offered to take a look and report back to the next meeting.

- ii. **Trees**

- a. It was noted that several trees on Platinum Park had died, including a holly tree and an apple tree within the Coronation Orchard. Members were advised that one of the other trees previously reported as dead had been planted by a resident and was therefore not the Council's responsibility to replace.

GP/121/26 **Platinum Park** (continued)

It was AGREED that quotations for replacement trees should be obtained ahead of the next meeting. The Clerk's Assistant should also make enquiries with Gloucestershire County Council as to whether replacement trees could be provided, as had been done previously.

Cllr Barnes asked the Council to report dead trees behind Long Eights to the Borough Council.

- b. **Tree Planting** – Cllr Fancourt referred to previous discussions about planting a 'belt' of trees along the eastern boundary of Platinum Park to increase security and enhance the look of it. It was noted that the County Council had been putting out information about their tree strategy, highlighting three funding schemes – Queen's Green Canopy, Woodland Trust and Treescapes Fund.

Cllr Fancourt PROPOSED that the Council investigated the Treescapes Fund and whether maintenance of the trees was involved as well as any obligations that might be attached. Cllr Barnes SECONDED.

FOR: UNANIMOUS

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

GP/122/26 **Bee Hives**

It was reported that the residents seeking a site for placement of bee hives had visited Joan's Field following the previous meeting (Min Ref: GP/104/26 refers), however, they considered the site unsuitable due to its proximity to residential properties. Members were unable to identify any alternative locations within Northway. Cllr Terry PROPOSED that the residents be advised to contact Tewkesbury Borough Council to enquire whether they were aware of any suitable sites for the placement of bee hives. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

GP/123/26 **Hawthorn Way**

- i. **Ball Games** – The Clerk's Assistant passed on correspondence from residents following the letter which had been issued by PCSO Owen regarding the ban on ball games (Min Ref: GP/105/26 refers) the wording of which was also read to members. One resident queried why the 'No Ball Games' sign had not yet been installed, while two others objected to the ban. Members reiterated that this had not been a decision taken lightly and had been implemented following recommendations from the local PCSOs in an effort to reduce ongoing issues in the area.

Members also considered whether play equipment could be installed on the green at Hawthorn Way, noting that it was located some distance from the main playing field. Cllr Terry PROPOSED that the Council researched installation of a swing set, or another suitable piece of equipment, and obtained quotations. Cllr Barnes SECONDED.

FOR: UNANIMOUS

- ii. **Wall** – The Clerk's Assistant explained that she was still awaiting two quotations for repair of the wall in Hawthorn Way (Min Ref: GP/105/26). Due to the difficulty in getting three quotations, Cllr Terry PROPOSED acceptance of the initial quotation for the work, amounting to £2,485. Cllr R Godwin SECONDED.

FOR: UNANIMOUS

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GP/123/26 **Hawthorn Way** (continued)

The Clerk's Assistant passed on an offer of pier caps for the wall from a resident who had spares. Members wished to pass on thanks for the offer but AGREED to gratefully decline.

GP/124/26 **Daffodils**

Members considered a request from Cllr Shelton for permission to plant additional daffodil bulbs around the parish. Cllr R Godwin PROPOSED that permission be granted and that a donation of £50 be made towards the cost of the bulbs. Cllr Barnes SECONDED.

FOR: UNANIMOUS

GP/125/26 **Hub Grounds**

- i. **Tree** – Concerns had been raised about a tree just outside the Hub grounds which was affecting a neighbouring property. This had been passed on to Bromford who were looking into the issue.
- ii. **Gardening** – It was reported that the volunteer gardeners who had looked after the Hub grounds for a number of years had said that they would no longer be able to do so. Cllr Terry PROPOSED a letter of thanks was issued to them. Cllr Beadle SECONDED.

FOR: UNANIMOUS

Cllr Fancourt had expressed that he might be interested in setting up a gardening social group at the Hub which could meet once a month (during growing season). Cllr Beadle PROPOSED that this idea was put out on social media and/or in the next newsletter to see if any residents would like to get involved.

FOR: UNANIMOUS

GP/126/26 **Gloucestershire Playing Fields Association**

Cllr P Godwin PROPOSED renewal of the Council's membership to Gloucestershire Playing Fields Association at a cost of £100 for the year. Cllr Terry SECONDED.

FOR: UNANIMOUS

GP/127/26 **Newsletter**

Members considered articles for inclusion in the next newsletter and suggestions were as followed:

Hub gardening, Warm Space, Christmas plans, new councillor, devolution update, Lidl update, Joan's Field plans, Hawthorn Way wall, water bottle filler, updates following picnic event and suicide awareness training, emergency planning (what to have around), Lunch Club update, Northway Pantry update (if finalised).

GP/128/26 **Bus Shelter**

It was reported that the bus shelter at Willis Walk had been subjected to graffiti. The Council's Litter Picker had removed the graffiti and the incident had been reported to the Police. Cllr Terry PROPOSED that thanks was passed on to the Litter Picker. Cllr Beadle SECONDED.

FOR: UNANIMOUS

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GP/129/26 Bird Box

Following removal of the Silver Birch in the Hub grounds (Min Ref: GP/91/26 refers), members considered where the bird box should be relocated to. Cllr Terry PROPOSED that it could go on any tree in the Hub grounds but not on the building itself. Cllr Barnes SECONDED.

FOR: UNANIMOUS

8:40pm – Cllr Barnes left the meeting.

GP/130/26 Parish Maintenance Contract

- i. **Maintenance Contracts** – Members considered whether the Council should go out to tender on its maintenance contracts. Cllr Terry PROPOSED that, since the Council was happy with the standard of work being received, it should not go out to tender for the upcoming financial year. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

- ii. **Grange Road (Area Opposite the Northway Centre)** – Following receipt of a plan relating to maintenance of this piece of land at the previous meeting (Min Ref: GP/110/26 refers), the Climate Change Officer at Tewkesbury Borough Council had emailed to request a couple of changes/additions:

1. Not to mow right up the trunks of trees, a perimeter of 30-50cm left to grow long around the base of every tree if possible
2. Not to mow any further around the memorial, and to leave the cleared patch from the memorial to the tarmac, as hedgerow plants would be planted to fill the gap.

It was AGREED that a meeting should be arranged between the Climate Change Officer and members of the Parish Council to discuss ongoing maintenance face to face.

- iii. **Tree Inspections** – Cllr Terry PROPOSED that the Council should look into the possibility of group training for Council members on undertaking its tree inspections. Cllr P Godwin SECONDED.

FOR: UNANIMOUS

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

GP/131/26 Drainage and Flooding

- i. **Reports** – No flooding issues were raised.
- ii. **Flood Warden** – Cllr Beadle confirmed that he had undertaken Flood Warden Training. Other than this, there was nothing to report.

GP/132/26 Winter Maintenance

Cllr Terry PROPOSED that the decision to apply for a grit bin and salt from Gloucestershire County Council (at no cost) by the Emergency Planning Working Party should be ratified. Cllr Fancourt SECONDED.

FOR: UNANIMOUS

It was AGREED that the Council did not wish to hold any sand bags or loose sand in readiness for any future flooding incidents, as being offered by Tewkesbury Borough Council.

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GP/133/26 **'Report It'**

Details of issues reported were shared with Members.

GP/134/26 **Correspondence for Information**

- i. **SafeAvon** – Correspondence
- ii. **Team Rubicon** – Coaching in 26/27 bookings open.
- iii. **CPRE** – Hedgerow heroes is back.
- iv. **GPFA** – Playground inspection training seminar flyer and booking form.
- v. **Bison Bridges** – Correspondence.

GP/135/26 **Correspondence Received After 9th July 2026**

- i. **Tewkesbury Borough Council** – Correspondence relating to replacement of swing seats and collection of fly tipping in the Saxon Park play area.

There being no further business, the meeting closed at 9:00pm.