

# AGENDA



To: Cllr P Godwin (Committee Chairman) Cllr S Ward (Committee Vice Chairman)  
Cllr Mrs D Bailey Cllr D Birch  
Cllr Mrs F Castle Cllr Mrs E MacTiernan  
Cllr D Nash Cllr J Roberts  
Cllr Mrs S Terry Cllr A Webber  
Cllr R Winrow

cc: Mrs L Stewart, Assistant Clerk

Date 15<sup>th</sup> December 2016

## **NOTICE OF MEETING**

You are invited to a meeting of the General Purposes Committee that will take place on **Wednesday, 21<sup>st</sup> December 2016** at Northway Village Hall, Northway, at approximately at 7:15pm, 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**  
**21<sup>ST</sup> DECEMBER 2016**

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> November 2016 for approval and signature.

4. **Matters Arising from Previous Minutes**

***GP/118/16 Northway Playing Field – Picnic Table*** – ROSPA have been instructed to undertake an inspection of the picnic table during their next visit.

***GP/120/16 The Park – Bollards*** – Cllr Birch has been given a key to the bollards and WD40 so that he can undertake ongoing maintenance.

***GP/122/16 Parish Maintenance Contract – Weed Killing*** – A letter of thanks was sent to County Cllr Smith following his agreement to cover the Council's share of matched funding towards Gloucestershire County Council's weed killing scheme.

***GP/125/ 16 Correspondence for Action - The Conservation Volunteers*** – Information regarding the 'I Dig Trees' initiative was forwarded to Northway Community Volunteers (NCV).

5. **Northway Playing Field**

- i. **Northway Play Park**– To receive weekly inspection reports and approve or ratify any necessary action or repairs.
- ii. **Northway Skate Park**– To receive weekly inspection reports and approve or ratify any necessary action or repairs.
- iii. **M.U.G.A / Outdoor Gym** –To receive weekly inspection reports and approve or ratify any necessary action or repairs.
- iv. **Rugby Posts** – To receive suggestion that rugby posts be installed on the playing field, or elsewhere, (possibly with the support of NCV). To consider or agree.

6. **The Park Amenity Land**

- i. **Inspections** - To receive quarterly inspection reports relating to the Teenage Shelter (as/when undertaken) and approve or ratify any necessary action or repairs.

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6. **The Park Amenity Land** (continued)

- ii. **Dog Bin** – To consider replacement of damaged dog bin on The Park. To consider or agree action.

7. **Joan's Field**

- i. **Trees** – To receive update following planting of trees in Joan's Field (Min Ref: GP/89/16 refers). Due to late notice, no Members were available to meet Northway Community Volunteers on site to agree location of the trees. To consider or agree any necessary action.
- ii. **Soil Pile** – To receive suggestions and concerns regarding the soil pile at the access to Joan's Field. To consider or agree any necessary action.

8. **Tackling Dog Fouling / Environmental Warden –**

- i. **Notes from Meeting** – To receive copy of notes from the Environmental Warden Meeting, attended by the Clerk and Clerk's Assistant, that took place at Tewkesbury Borough Council on 7<sup>th</sup> December 2016 (copy attached for Members).
- ii. **Agreement to Proposals** – To receive further information regarding proposed Environmental Warden (if available) (Min Ref: GP/121/16 refers) and consider whether or not to agree to the proposals
- iii. **Required Hours** – If agreeing to proposals regarding the Environmental Warden, to ascertain and agree how many hours he/she might be required in Northway.
- iv. **Nominated Representative** – If agreeing to proposals regarding the Environmental Warden, to consider or agree nominating a representative to stand on the Partnership with Tewkesbury Borough Council and other parishes involved.
- v. **Other Action** – To consider or agree any further action required.

9. **Northway Voice** – Following receipt of a request to allow advertisements in the Northway Voice (Min Ref: GP/125/16 refers), to receive further information and agree action (creation of a price structure).

10. **Damaged Bus Shelter** – Following a car accident which resulted in damage to the bus shelter at Ashchurch Station, to receive confirmation that Gloucestershire County Council will arrange replacement in the new year. To consider or agree formally adopting the new shelter once it is installed.

11. **Parish Maintenance Contract**

- i. **Actions or Alterations** - 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.
- ii. **Countrywide Contract** –
  - a. **Quotations** – To receive quotations for maintenance (if available) and agree any action.

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11. **Parish Maintenance Contract** (continued)

- b. **Additional Maintenance** – To receive quotation for additional maintenance (currently being undertaken by Ubico). To consider or agree any action.

12. **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 Shelton regarding any flooding issues in the parish and consider or agree any action.
- iii. **Flood Warden Training** – Details of Flood Warden Training taking place on 19<sup>th</sup> January 2017. To consider or agree action.

13. **Correspondence for Action**

- i. **Littering** – To receive letter from resident regarding the issue of littering in the parish. To consider or agree any necessary action.
- ii. **Countrywide** – Grounds Maintenance Survey – To agree response.

14. **Correspondence for Information**

- i. **Playforce** – Details of new playground inspections packages.
- ii. **The Conservation Volunteers** – Newsletter.
- iii. **Gloucestershire Playing Field Association** – The Playing Field newsletter.
- iv. **War Memorials Trust** – Bulletin.
- v. **Fields In Trust** – Newsletter.
- vi. **Countrywide** – Gritting information.

15. **Correspondence received after 15<sup>th</sup> December 2016**