



Stanway

Parish Council

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2024/04

Minutes of the Community Assets Meeting held on WEDNESDAY 18TH SEPTEMBER 2024

1.Attendance and Apologies for Absence

The following Councillors were in attendance: Cllrs D Jordan, T Baines, D Chambers, K McAllister and W Tearle.

Also, in attendance Amanda Ward, Deputy Clerk and Lee Needham, RFO.

Apologies were received from Cllr S Scarfe.

RESOLVED to accept the Councillor apologies.

2.Declaration of Interest

None

3.Public Participation

There were no members of the public present.

4.Minutes of the Community Assets Committee Meeting of Wednesday 19th June 2024

RESOLVED to approve the Minutes of the Community Assets Committee Meeting of the 19th of June 2024.

5.Clerks Report/Update

The Clerks Report was circulated prior to the meeting. The report was noted.

The Financial Report was circulated prior to the meeting. The report was noted.

RESOLVED to bring item 11 forward on the agenda.

11. 2025/2026 Budget Request

The RFO, Lee Needham explained that the CGC had requested he attend this meeting as the Committee starts to think about next year's budget. Lee went on to explain why the Council has to have a budget in legislation along with revenue, contingency and reserves expenditure as well as sometimes having to raise money to cover a deficit, capital expenditure items and forward planning. After answering several questions Lee left the meeting at 7.02pm and the Committee went on to set their initial budget request.

After some discussion around several cost codes the initial budget request for 2025/2026 was agreed and RESOLVED to submit to CGC for their consideration.

6.Burial Ground

Due to the expenditure of the plot markers, the Deputy Clerk advised that a virement was required to ensure sufficient funds were available for the remainder of the financial year and suggested a sum was moved from cost code 31 Grounds Maintenance.

RESOLVED to request that CGC approve a virement of £500.00 from cost code 31 Ground Maintenance to cost code 57 Burial Ground Expenditure.

7. Play Areas and Open Spaces

a) To consider the findings of the annual safety inspection reports – The Deputy Clerk advised that the zip wire had been tightened this week, the seat would be replaced when the Maintenance Worker returned to work as it was currently locked in the workshop. Caloo will return to refix the seat in position.

Stanway Parish Council

2024/05

The Clerk has written to the Managing Director of Caloo expressing the Council's concerns at the findings of the Annual Inspection Report after only 2 years, to date there has been no response.

Both the Clerk and Cllr T Baines felt that going forward quarterly operational checks would be beneficial in monitoring the play equipment given the speed of the apparent deterioration.

RESOLVED to accept the quote from The Play Inspection Company for a total annual cost of £992.00 + VAT for 1 x Annual Inspection and 3 x Operational Inspections for both Play Areas per year. Cost Code 30 Play Areas.

Power to provide and manage recreation grounds – Public Health Act 1936, s.87 England.

b) To receive an update on the email from Monkey Challenge – The Deputy Clerk reported that she had hand delivered 65 consultation letters to the residents surrounding Silver Witch Green. Five responses were received, 2 for the idea, 2 against and 1 that didn't want it overlooking his property. Quotes had been received from Caloo, Sovereign and Monkey Challenge which were all considered.

After some discussion it was RESOLVED to purchase the 5m, double sided Climbing Wall from Monkey Challenge at a total cost of £3950.00 including installation. It was agreed that no safety surface would be required and was not recommended by the supplier, to be situated in front of the tree line at Millers Lane with a view to start work in the Spring of 2025. Cost Code 30 and to be paid from the 2025/2026 precept.

Power to provide and manage recreation grounds – Public Health Act 1936, s.87 England.

c) To receive an update on widening the footpath at Silver Witch Green - Following the last meeting the Committee agreed that the path at Silver Witch Green did need widening.

3 Quotes were received for D A Cant, Heathvale and Taylor & Henderson. An in depth discussion took place over the quotes and the types of surfacing proposed.

RESOLVED to accept the quote from Taylor and Henderson with the porous surface. Given the total cost it was agreed that the work would be paid from Earmarked Reserves and Grant Funding with a view to be able to proceed in the Spring of 2027 if not sooner and to transfer £10,000 to Earmarked Reserves in each of the next 2 financial years.

Power to provide and maintain land for public recreation - Public Health Act 1936, s.87 England.

8. Other Assets

a) To consider the renewal of the Tollgate Road VAS maintenance contract – **RESOLVED to renew the 3 year Swarco Maintenance Contact for the VAS at Tollgate Road at a cost of £576.13 + VAT, cost code 81, Street Furniture.**

Power to make payments for traffic calming schemes for the benefit of the council's area – Highways Act 1980, s.274a.

b) To consider the quotes to raise the seating at the Coronation Bus Shelter – Quotes have been received with two options to raise the seating level at the Coronation Bus Shelter.

RESOLVED to accept the quote for the raised plywood platform to be installed in one day at a cost of £1160.00, cost code 81, Street Furniture.

Power to provide and maintain bus shelters on roads in the council's area – Local Government (Miscellaneous Provision) Act 1953, s.4.

c) To consider to continue to use TWH as the main contractor for the trees and hedges under the Committee's responsibility – **RESOLVED to monitor the works carried out by TWH for the time being.**

9. Village Hall Complex

a) To consider the Village Hall drains and frequency of checks – Cllr T Baines advised that when the drains at the Village Hall were last checked 12 bags of silt were removed and the advice was that they should be checked annually to prevent any build up that will stop the water draining away and causing flooding.

RESOLVED to accept the quote from Creasey Drainage for £1400.00 to lift all manholes and gully's, jet and clean all drains runs through, CCTV all drainage system, supply a full report with mapping of

Stanway Parish Council

2024/06

drainage layout and provide a photo presentation of all work carried out. Cost code 27, Buildings and Car Parks.

General Power of Competence England – Localism Act 2011, ss1-8.

10. Adoption of Land

To receive an update on adopting the piece of land at the Village sign – Despite sending numerous emails to several departments at Essex Highways the Deputy Clerk had received no responses at all so there was no update. The Clerk has now emailed County Councillor Kevin Bently to request his assistance.

12. Items for Committees / Next Council Meeting

Request for a virement to the Burial Ground Cost Code - CGC

13. To Confirm the Date of the Next Meeting

The next Community Assets committee meeting will be held on Wednesday 20th November 2024 at 7.00pm in the Committee Room at the Victory Hall

There being no further business the Committee Chairman thanked members for their attendance.

The meeting closed at 8.31pm

Amanda Ward, Deputy Clerk

Dated: 19th September 2024

Signed.....
Chairman

Dated: 20th November 2024