



# Stanway

## Parish Council

Minutes: Community Assets

Date: 19 June 2024

Minute Ref: Teresa Baines

2024/01

### MINUTES SPC COMMUNITY ASSETS: 19 June 2024

1. **Election of Chairman:** to elect a Chairman of the Community Assets Committee for the next municipal year. Cllr. Dan Jordan proposed by Cllr. Dave Chambers, second Cllr. Teresa Baines and all committee members in favour.
2. **Election of Deputy Chairman:** to elect a Deputy Chairman of the Community Assets Committee for the next municipal year. Cllr. Dan Jordan proposed Cllr. Teresa Baines, Cllr. Dave Chambers second and all in favour.
3. **Attendance and apologies for absence:** to record the attendance and approve apologies for absence and formally appoint any substitute members. Cllr. Dan Jordan, Cllr. Karl McAllister, Cllr. Sharon Scarfe, Cllr. Dave Chambers & Cllr. Teresa Baines present and no apologies.
4. **Declaration of Interest** None declared.
5. **Public Participation** None present
6. **Minutes of the Community Assets Committee Meeting Wednesday 17 April 2024** All committee agreed.
7. **Clerk's Report/Update** all members have read the clerk's report and no questions or explanations were raised.
8. **Burial Ground**
  - a. Request for plaque

Committee referred this matter to the next CA meeting as they felt they needed more details/explanation. All agreed that if the matter is urgent, the deputy clerk will have to email the committee.

9. **Play Areas and open spaces**
  - a. Monkey Challenge – committee referred this item to the September CA meeting, when the quote will be known and can be included in the budget discussions for 2024/2025
  - b. Widening the footpath at SWG - committee referred this item to the September CA meeting, when the quote will be known and can be included in the budget discussions for 2024/2025. The committee did agree that when obtaining quote for works, please can the clerk seek advice on whether further drainage needs to be included in the total

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- c. cost, with work to be done before the path is widened as they felt any widening will still be subject to flooding in that area.

**10. Other Assets**

- a. Quote to cut the hedge on No Mans Land, London Road/Lucy Lane – Cllr. Baines proposed, Cllr. Chambers seconded and all in favour, of the quote from Tom Heddle of £480 + VAT, to come out of cost code 31. Amanda to proceed with instructing Tom to schedule the work to be completed.

**11. Village Hall Complex**

- a. Addition of a name to the Memorial Board at the Victory Hall – the CA committee is happy that the one name is done as soon as possible, in view of the delay provided it meets the usual qualification checks, Stanway resident and member of the forces etc. CA committee agreed to Amanda spending up to her limit of £450 using her discretion on value for money. If the quote exceeds £450 refer back to the committee by email. Cllr. Chambers proposed, Cllr. Jordan seconded and all in favour.
- b. Installation of Dummy CCTV on the playing field floodlights – discussion took place and Cllr. Scarfe commented that there is also a similar problem occurring at Stanway Green in the ancient wood. Next the committee made a phone call to Ann Longman, Stanway Villa FC (SV). Ann Longman confirmed that SV is happy to give permission for the CCTV cameras to go on the SV floodlight posts. Ann also confirmed that the flood lights are due very shortly to be serviced and SV are happy to work in with Panther Security to reduce the cost of putting up the CCTV cameras. CA committee agreed in principle to the CCTV cameras as per the Panther Security quote, provided the cost does not exceed the quotation of £917 + VAT, but to ask for a review from Panther to see if the cost can be reduced if they work in with SV electrician and share the cost for the Cherry Picker. Cost code 27 to be used.

- 12. Tree Planting at Monkey Puzzle:** update given to the committee about the position and idea of shrubs to plant and where to position to avoid the wild flowers, by Cllr. Baines. The CA committee still liked the idea and agreed for Amanda to go back to Essex/Colchester with our proposed plan and gain permission to plant, with a view to purchasing/planting end September 2024. An update to be given by the clerk at the September CA meeting.

- 13. Adoption of Land:** consider adopting the piece of land at the Village Sign – the CA committee is happy in principle about the adoption as they believe the area of land round the village sign and in front of the nursery, is a key focal point for the village of Stanway. The Village sign is there and the wild flowers around it look lovely at this time of year. Therefore, the CA committee would like the deputy clerk to make further enquiries as to the possibility of taking the land areas over from 1 April 2025 and the legal costs. This can then be considered in the next budget discussion for the 2024/2025 year. The CA committee also suggested the staffing committee consider in their November meeting the possibility of employing a part-time assistant groundsman to help with the added work this will create and assist with other areas of land SPC own and the grounds contractors do not cover as part of their contract. Further update to be discussed at CA next meeting in September 2024.

- 14. X20 Bus Route:** discuss the streetlighting along the X20 Bus Route through Stanway – The CA committee discussed the safety of our residents in using this new X20 bus route through Stanway, that travels all times of the night and has potential for Stansted airport travellers using

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late at night. Unlike other bus routes that finish late evening and restart the next morning. Therefore, the committee recommends that the deputy clerk writes to Essex Highways (EH) highlighting the fact that some of the route through Stanway for this relatively new bus route, is not lit sufficiently and this gives SPC concerns for the safety of its residents using the facility. This has also been raised by some residents. SPC requests EH to consider changing some of the street lights to motion detected LED bulbs along the route. This would then give safe access to passengers getting on/off the bus without having a detrimental effect on the local community and residents living along the route with light pollution. SPC also invite EH to share their thoughts and any other solutions that can keep our residents safe along this new X20 route when they disembark.

**15. Exclusion of Public & Press - all the committee agreed to make this part of the meeting private.**

- a. Burial costs for Councillors and Officers – Cllr. Chambers gave an update as to how the benefit came about. A verbal agreement had taken place in the past for all councillors to be given a plot free, rest of funeral costs to be paid for by the deceased estate. Recent burials have highlighted this matter and found no official agreement or minutes to support. CA committee agreed that this needs to be recorded or withdrawn. The burial ground contains burial/ash plots plus a scatter plot area for ashes. A long discussion took place on whether to continue with this concession.

Cllr. Chambers proposed that the outcome of our discussions and our recommendation is put before the full council for final approval as it involves all councillors. This was seconded by Cllr. Baines and agreed by the committee. CA rationale was that we accepted the verbal agreement put in place in the past to recognise the hard work of some councillors at the burial ground that has subsequently been taken over by a paid groundsman, following the departure in recent years of some of the individuals. CA recommends going forward from the date of the July full council, if the council agrees, the CA committee recommends that the concession ceases and all councillors in future pay the for the plots in full.

**16. Items for Committees/Next Council Meeting**

- a. Staffing committee consider an assistant groundsman to be included in the budget for the 2024/2025 financial year
- b. Full council consider/approve the CA recommendation on the burial ground concession

**17. To Confirm the Date of the Next Meeting: Wednesday 18 September 2024 at 7 pm**

**Meeting Closed: 21.27 hours**

Signed.....  
Chairman

Dated: 18th September 2024