



Clerks Report for Full Council October 2022

Agenda Item	Subject		Status
269	Stanway/Tollgate Link	<p>Planning Application - 212943 6/5/2022 – Upon dialled in advice and a thorough discussion, May 6th FC AGREED to instruct Ellisons to write a legal letter stating the right of way agreement needed amending, regardless of the Planning Application being granted by CBC Planning Committee – 06.2022 – CGC decided against legal costs of up to £1700 for Dispute Resolution Department to review legal position, instead asking the Clerk to contact Land Agent re: design. 09.22 Nicolas Percival advised the landowner has instructed them to search for a tenant for the whole site with a view to vets/dentist/coffee house type establishments (latest visuals provided). NP advised start may be put back from 2023 due to escalating costs and current cost of living climate. NP confirmed the Right of Way agreement is not with his client and only relates to the section at the back next to Homebase. As previously aware, this pathway can be closed at any time. NP happy to talk to SPC when the work does start re: widening the path to accommodate cycles or put in railings at either end of the footpath.</p> <p>10.22 At request of CAC, land agent reminded of the 2 x benches and large rocks (owned by third party) that SPC want to reclaim when excavation work starts. SPC will repaint the bench outside of the hoarding shortly.</p>	
332	SPC & SVHMC MoU	<ul style="list-style-type: none"> The Clerk has several templates from RCCE to consider with SVHMC for drafting an MoU to confirm the current verbal MoU. After confirming liability with SPC insurers, the Clerk has confirmed with SVHMC that all hirers using the field (unless for a large event), will hire through SVHMC and arrange for SPC’s disclaimer to be signed regarding liability. 11.22 SVHMC & the Clerk due to review current agreements in place and re-define as necessary FC 01.22 agreed to costs up to £ 12,000 to repair drainage system re: Tollgate Carpark – CA will progress work. Tollgate hall WiFi: OpenReach can now install an overhead pole & the Clerk has provided SVHMC with written permission 10.22 – S106 advised there is now only approx. £10,000 remaining to spend on Leisure, Sport and Recreation and £ 2400 for Community Projects Bouncy Castle school holiday fun days - CS to investigate for Summer 2023 	
9.7.6	Emergency Planning	EP Working Group report – to be revisited in July/August in association with new community centre. This may be pushed back due to the inevitable delays with the new community centre	
321 (FC) & FC 21.23 15	Old Play Area as Car Park	<p>08.22 Planning application (221356) APPROVED, with the caveat that cycle parking for up to 18 vehicles are provided. CBC S106 have agreed to extra £ 15,000 to cover this, bringing the total ringfenced for this project to £ 80,000.</p> <p>09.22 – FC agreed to additional expenditure @ £ 15,000 for cycle parking (all via S106 funding)</p>	

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		<p>10.22 - Clerk has listed project on Contractor Finder Government Website and will update 11.22 re: the contractor awarded the works. CGC will progress project to completion</p>	
<p>19.27.11(F C)</p>	<p>New Community Centre – Stanway Lakelands Centre</p>	<p>MAINTAINING LEASE 05.2022 CG Agreed to Ellisons appointment – Budget of approx. £ 3500 costs agreed (as previous solicitor was inefficient) June FC agreed to instruct Ellisons to progress working on the draft lease with CBC without an agreement for lease. SPC will only sign the lease once the TOUCAN has been provided. 09.2022 CGC Working Group requested the Clerk instruct our solicitor to start negotiations with no restrictions on use and the fullest cover for defects and snagging. 09.22 – Meeting with CBC resulted in 150 year lease being offered with no break clauses or 25 year lease @ £ 19,000 per year sinking fund commitment from SPC</p> <p>COMPLETION TIMEFRAME – Now Nov 2022 – Huttons will pass building over to CBC as completed, with the exception of the TOUCAN crossing and the final section of the access road running into the centre. Both to be completed when funding and ECC agreements have been finalised for the Toucan</p> <p>ADDITIONAL PARKING BAY ALLOCATION – SPC agreed to 45 extra spaces with £ 32,500 SPC contribution (Application 220921) 08.22 – Planning permission approved for extra parking as requested and will be completed after Huttons leave site in October Invoice received from CBC @ £ 30,000 for this work – CBC agreed this does not need to be paid until lease is signed by SPC</p> <p>OUTSIDE SPACE</p> <ul style="list-style-type: none"> • PETANQUE – 07.22 - CBC/Amphora are proposing this be incorporated in their tender for the outside space now • PLAYGROUND - Meeting 5th July 2022 - CBC agreed to take over the project to ensure all available grants can be achieved before March 2023 year end. Amphora will project manage & SPC will be stakeholders in the tender/design. 09.22 – Amphora are awaiting a detailed brief from the playground provider. 2nd CCTV supply & install to be included • STANWAY COUNTRY PARK – 07.22 – CBC confirmed the park will remain pretty much as is. The “wheeled” facility will probably be a track following the current land contours. CBC do not intend on developing the area with kiosk, parking, etc., but leaving it to “wild” • TOUCAN CROSSING –09.22 – Amphora advised developer O&H’s solicitor’s have the agreement to re-allocate S106 funding and various licences are being negotiated with ECC • TOTEM SIGNAGE - 10.22 – final proof of totem agreed and sent to manufacturer <p>STANWELL HUB 10.03.22 – Working Party met -Stanwell Hub joined to discuss working out of the centre which the working party supported – 03.22 FC agreed to contracting StanWell 1 day a week to run community engagement in SLC eg., talks, community café, indoor market (any commercial stakeholders will be charged on a commercial footing).</p> <p>BUDGETARY CONCERNS – KIT OUT, RUNNING COSTS & RENTAL INCOME 03.22 FC agreed, No resident discounts would be given, charges would be per session, kitchen hire would be included in hall rates, discounts would be given to regular hirers and a partial sustaining business plan regarding hire income would be adopted.</p>	

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		10.22 FC (Agenda Item 11) to consider SLC Analysis Report and decide on viability of precept increase required to run the centre. CBC require a decision by 01.11.22 re: SPC's commitment to taking on the lease.	
CG 21/10	Footpath/Cycle Path enhancements	WINSTREE ROAD – 10.22 – Winstree Road Working Group Walk Around – Clerk has separately circulated report of findings. THE FOLLEY, Villa/Winstree Road 01.2022 the Clerk wrote to residents and the letters were hand delivered – only Stanway School has responded stating they will ensure their area is cut back as necessary. – Refer above re: Winstree Road Working Group (can The Folley be upgraded under the “walk the last mile to school” incentive?) 10.22 – meeting postponed with Cllrs LSB/TA – Clerk to reorganise	
GC 20/22 NO. 9	Transfer of ownership of SWG & LLS Playgrounds	02.2022 – Land Transfer drafts have been sent from CBC to Ellisons 09.22 FC agreed to Land Transfers proposed by Ellisons – Clerk has instructed solicitors to proceed ASAP Clerk to obtain £ 6000 CIF grant when land transfers complete	
FC 21/23 12	SWG and LLS Park Upgrades	08.07.2022 – Independent Post Installation Inspections carried out (08.07.22) & reports discussed with Caloo on site 13.07.22 – 13.07.22 - CGC agreed to pay Caloo's final balance, deducting £ 4000 + VAT subject to satisfactory Caloo response regarding the surfacing issues raised re: underground voids. 10.22 – All necessary alternations raised within the Post Installation Reports have now been completed, including return to LLS to reposition stepping stone equipment away from railings. 11.22 -CGC to agree to release of outstanding retention of £ 4000 + VAT. Clerk to obtain £ 6000 grant from CIF once land transfer of both parks are complete	
CGC 22/03 9	S106 Funding	10.22 – S106 advised there is now only approx. £10,000 remaining to spend on Leisure, Sport and Recreation and £ 2400 for Community Projects 07.22 Clerk has enquired how CBC will deliver on the Local Plan pledge to protect all current public land use allocation requested a plan of currently owned public land & developer assigned public use land. Pending responses from CBC	
CGC 22/04 11	Local Highway Panel (LHP) Update	10.22 – CGC reviewed results from Speeding Reviews on Church Lane, Blackberry and Villa Road and fed back comments to LHP, particularly re: concerns around Blackberry and Villa Road re: school children accessing Winstree Road. 10.22 CGC reviewed and commented on LCOL198003 - Footpath 5 off Tollgate Road minor upgrades (ie., dropped curb) advising the steps and railings down to Tollgate Road should be upgraded urgently also as part of this scheme	