



Clerks Report for Full Council September 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>	
CG 21/12 (No. 6)	Tollgate Links	<p>Clr Dundas & the Clerk have written to CBC Planning to request a “permanent” right of way be a condition of the Tollgate Village II Application 211610. Supporting papers have been provided by Tollgate Partnership – circulated CG 02.22). No reply has been received from JLG (via the Land Agent). 03.2022 - The Clerk will be reviewing the documents provided by TP ASAP and will report back to CGC – Tollgate Partnership will not consider removing their right to close the footpath at the back of Villa Road into Homebase – No further action can be taken on this, apart from emphasising the need with CBC Planning that this ROW should be secured. Therefore, SPC to ask that any future developer applications should have caveats to this affect</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. SVHMC & the Clerk have agreed a timeframe of Jan/Feb 2022 re this MOU – Clerk has now deferred until after AGM 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 03.2022 ALL future Community Centre projects will be provided to CBC S106 for consideration (refer FC 21.23 15, S106 Funding section in this report for future updates on project funding Bouncy Castle 08.22 - No arrangement could be put in place in time. The ground was also very hard. The Clerk will ask CS to investigate for Summer 2023 	

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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	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. The Clerk will organise a tender on the government tender website for the total project (Agenda Item, 12b – to agree to expenditure)	
19.27.11(F C)	New Community Centre – Stanway Lakelands Centre	<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.</p> <p>COMPLETION TIMEFRAME – October 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 before Huttons leave site in October. Invoice received from CBC @ £ 30,000 for this work</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 - 09.22 – final proof of totem agreed for manufacture taking into account SPC’s comments concerning the decorative overlay <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>	

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		<p>BUDGETARY CONCERNS – KIT OUT, RUNNING COSTS & RENTAL INCOME</p> <p>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> <p>07.22 - site visit 28th July raised questions for architect/Amphora/CBC – 09.22 – Amphora requesting accurate running costs from their M&E consultants to enable SPC to accurately provide a Cost Benefit Analysis to FC in Oct 2022</p>
CG 21/10	Footpath/Cycle Path enhancements	<p>WINSTREE ROAD – 13.09.22 – 2nd Winstree Road Working Group Party – Clerk attended. Awaiting minutes. Feedback regarding Summer road alterations were not positive. Clerk reminded ECC to organise a site meeting with CBC Ward Councillors and EH to identify “pinch points”, drop off points and future infrastructure repairs (approx. 1 mile radius of Winstree Road). SPC emphasised the need to update The Folley and Villa Road.</p> <p>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. 02.2022 The Clerk will chase up quotes from contractors to retarmac and has made contact with Enovert for grant funding . 01.04.2022 – future working party meeting proposed – Meeting was deferred - The Clerk will re-organise as time permits – Refer above re: Winstree Road Working Group (can The Folley be upgraded under the “walk the last mile to school” incentive?) 09.22 – meeting has been organised with LSB for October 2022 to progress this upgrade</p>
GC 20/22 NO. 9	Transfer of ownership of SWG & LLS Playgrounds	<p>02.2022 – Land Transfer drafts have been sent from CBC to Ellisons</p> <p>09.22 -The Clerk has chased Ellisons Solicitors – who will now release draft of both land registry transfers for approval (refer agenda item 16). Clerk to obtain £ £ 6000 CIF grant when land transfers complete</p>
FC 21/23 12	SWG and LLS Park Upgrades	<p>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. All other issues raised in the reports were rectified during the visit or agreed as an action plan – 09.22, 2nd void and alternations at SWG completed. Awaiting return to LLS. CGC progressing warranty issue over potential future voids occurring and final settlement of balance</p> <p>Clerk to obtain £ 6000 grant from CIF once land transfer of both parks are complete</p>
CGC 22/03 9	S106 Funding	<p>07.22 CG reviewed & proposed the process of elevating the skate park & more football pitches to the top of the proposed new projects required listing due to community desirability/need & S106 and Enovert funding criteria. 07.22</p> <p>The Clerk has enquired how CBC will deliver on the Local Plan pledge to protect all current public land use allocation. 07.22 - The Clerk has requested a plan of currently owned public land & developer assigned public use land. Pending responses from CBC</p>
CGC 22/04 11	Local Highway Panel (LHP) Update	<p>09.22 – EH completed Church Lane speed revue – no speeding. Speed reviews are currently underway on Blackberry and Villa Road. LHP Panel does meet (schedule provided) mostly online and Myland Councillor attends as parish representative</p>

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