

Asset	Task	Status	Finance	Progress
Lucy Lane South Play Area	Replace		Finance up to £50,000, scheduled 2021/22	
Silver Witch Green: install adult gym General risk management Bark replacement Legal agreement with CBC Play area	Build Check Check Find/create Upgrade/replace	See attached tenders from HAG, Sovereign and Caloo. Contacted CBC about permission. Formal letter from DL/JS to chase.	Finance up to £20,000 2020/21 £5,000 budget £2,000 annual budget Finance up to £50,000 scheduled 2022/23	CBC will plant trees as part of Woodland Project.
Garage/workshop	Required for tools, materials, etc. to enable self-sufficiency / cost-savings, plus safe garaging of van	BC has cleaned out Tollgate shed and removed old items. Skip hired. Additional storage in Comb Meadow shed.	Finance up to £25,000 scheduled 2020/21	Sufficient storage for tools between two sheds. BC will install shelf in Tollgate shed.
Grounds Maintenance	Grass cutting, hedge trimming	Dines Agri Services began 1 st April 2020	Price agreed.	Good progress with positive feedback.
Streetlights	On-going maintenance Upgrade Unmetered energy supply	Spoken to consultant. Independent survey will cost £4,500. Salix helping with tender proposal.	Finance up to £40,000 scheduled 2020/21 Contacted Salix for funding / SALC for borrowing approval	CBC to advise on details of electricity supply. Contacted MLHGC for permission to proceed.
Noticeboards	Replace Lucy Lane North Regular inspections New boards in Tollgate/new developments	Funding: Mersea Homes – agree in principle Persimmon Homes – land available but no money Church Manor – funding committed RF West Ltd, Cala Homes (left message) British Land (letter sent)	2020 Budget - £2,500 £2,000 pa thereafter. £5,334.00 including delivery and installation. Applying for s.106 funds (CC/AW)	Three noticeboards on order from The Parish Noticeboard Company. Confirming with development companies about exact positioning of noticeboards and finance.
Waste collection	Emptying bins 660L bin purchased for SPC waste collection	TBS Hygiene Ltd began work 1 st April 2020	Prices agreed. See contract for details.	Positive feedback. Trial of twice weekly collection in Youth Garden for June.
Car park drains	Repair/risk management	Clearance undertaken summer 2019 - rolling contract required	2020 Budget - £5,000 £5,000 pa thereafter	
Tree maintenance	5 year cycle schedule/risk management	Review contract	£5,000 annual budget	Looking for Tree Surveyor before finding contractor.

Van acquisition	Parish wide maintenance	Barry's licence / vehicle lease	£2,500 annual budget	
Tollgate Car Park	Extension	Planning permission may be required	No budget	Quick fix with tarmac on surface damage completed. Graffiti to be removed.
Youth/Drought Garden	Upgrade Lighting Improvements	Email from Jane Thompson re: design and lights. Serious problems continue. Contact made with local police.	ECC to contribute to lighting costs Budget/ Reserve £5,000 pa from 2021 £1,230.00 for tree and hedge clearance, replacement panels and tree canopy by garage.	Decision to remove sides of covered seating area and basketball hoop. Major tree and hedge cut-back for clear sight line from one end to the other. Meeting with CBC Lighting on 8 th June and waiting for prices. Investigating prices for new bins.
Footpath 42	Maintenance Signage		£1,000 2020 Reserve, then £2,000 pa	
Bus shelters Swan Green bus shelter	Maintenance Replacement	Application with ECC	£1,500 2020 Reserve, then £500 pa	
MPGA	Lease transfer to SRFC Electricity meter installation	Letter signed by SRFC. Sub-committee in abeyance. SRFC responsible for all supervision.	SRFC to take on any outstanding bills Budget until end of lease 30/9/2020 (no income)	Chased final transfer with CBC – still no reply. DL/JS taken up matter formally.
Burial Ground	Build Memorial Wall Complete water supply connection	Tap installed. Hose stored in shed. Expected 20 th July 2020.	£5,500 Reserve, then £500 pa Paid up front	BC to take-over all maintenance for additional 4 hours per week. additional tools. Tree planting as Woodland Project.
Village Halls	Finalise legal agreement Review SVHMC MoU Frontage-green planting Water pressure	See Refurbishment report Sept/Oct 2020	£10,000 2020 Reserve, then £7,500 pa thereafter.	Laurel tree plants purchased and planted (BC). £359.55
SPC signage	Design and repair Legal control of usage		General Repairs budget?	
Chapel Road Green Stanway village sign	Poor repair	See attached tenders for refurbishment.	As above	
Turkey Cock Lane green	Silver birch tree planting	March 2020	Free of charge	Completed 29 th March 2020
New Community Centre and Country Park	Transfer of lease Design Potential clients – Scouts?	Mid/late 2021 completion?	Likely maximum annual cost £60,000 pa (i.e. no income)	CBC considering transfer of ownership. Revised designs being discussed.

