



# Stanway

## Parish Council

### DEPUTY CLERK'S REPORT FOR COMMUNITY ASSETS - June 2021

Asset	Task	Status	Finance	Progress
Lucy Lane South Play Area	Replace  General maintenance	Passed ROSPA. Investigate upgrade.	Finance up to £50,000 for play area upgrade.	Tender for play equipment. Close date: 24 <sup>th</sup> June 2021.
Silver Witch Green	Legal agreement with CBC  Adult gym equipment	Formal letter from DL/JS about ownership. Contract - Caloo.	Finance £20,000 for gym. Finance up to £50,000 for play area upgrade.	Installation complete.  Tender for play equipment. Close date: 24 <sup>th</sup> June 2021.
Swan Green	General maintenance			
Garage/workshop	Storage and workspace.	Completed		List of electrical appliances. H&S assessment (RFO/CGC).
Grounds Maintenance	Grass cutting, hedge trimming.	Dines Agri Services began 1 <sup>st</sup> April 2020. Agreed terms for 3-year contract.	£500.00 per month. Additional £100.00 pa for 2022/3.	Three-year contract signed April 2021-March 2024.
Streetlights	On-going maintenance Upgrade Unmetered energy supply	Survey complete – details with Clerk/CGC.	Finance up to £40,000 scheduled 2020/21	Next stage of tender/upgrade with Clerk/CGC.
Noticeboards	Regular inspections	Funding: <b>Mersea Homes – agree in principle</b> <b>Persimmon Homes – £1,000</b> <b>Church Manor – funding agreed</b>	2020 Budget - £2,500 £2,000 pa thereafter. <b>£5,334.00 incl.delivery and installation.</b>	Three noticeboards delivered and installed: 1. Lakelands Primary (Wagtail Mews) 2. Warren Farm/Dale Close 3. Villa Road outside Victory Hall
Waste collection	Emptying bins	TBS Hygiene Ltd began work 1 <sup>st</sup> April 2020.	£140.45 (Dines)	Three-year contract signed April 2021-March 2024. Relocation of two bins to SWG.
Tollgate Car park drains	Repair/risk management	Investigation of drainage/soakaways	£5,000.00 in carpark budget.	BRE porosity testing complete. Report circulated with recommendations.



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			£2,500 for tests	Rural Community Grant Funding?
<b>Tree maintenance</b>	3-year cycle schedule/risk management	Contract: TWH Tree Services	£3,000 annual budget	Maintenance on-going. Sports Field and Swan Green.
<b>Van acquisition</b>	Parish wide maintenance	Barry's licence / vehicle lease	£2,500 annual budget	Other transport options being considered.
<b>Tollgate Car Park</b>	Extension	Planning permission may be required		Possible extension agreement with Sports England. Survey of whole area. Proposal with Clerk/CGC.
<b>Drought Garden</b>	Upgrade Lighting Cycle path	Investigation into land ownership. Letters sent to West family.	Budget/ Reserve £5,000 pa from 2021	Issue with FC/Clerk.
<b>Footpath 42 and The Folley</b>	Maintenance Signage		£1,000 2020 Reserve, then £2,000 pa	
<b>Bus shelters</b>	Maintenance	Paint London Road bus shelter	£235.33 – paint £420.00 - engraving	Painting London Road bus shelter. Grants received.
<b>Swan Green bus shelter</b>	Replacement	Contract: Andrew Baker – The Shed Man Colne Contracts for groundworks. £2,500 quote.	SPC Bus shelter reserves 2020/21 £3000.00. Reserves 2021/22 £500.00 With grants: £7,800.00	Wooden bus shelter on order. Application granted by Essex Highways. Groundworks to begin July?
<b>Burial Ground</b>	Build Memorial Wall	<b>BC to take-over maintenance.</b> Cook & Phillips for wall construction.	£5,500.00 in 20/21 budget. £12,000 quote.	Purchase of additional tools. Memorial wall construction.
<b>Village Halls</b>	Finalise legal agreement. Review SVHMC MoU	<b>Building Condition Survey:</b> comment on general condition, defects, necessary repairs and ongoing maintenance required.	£5,567.00 in contingency reserves.  £1.5k	Homebase cut back overhanging trees and mended broken fence. MOU and insurance documents received. Building condition survey completed. SVHMC will address problems with gutters and fascias.



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<b>New Community Centre and Country Park</b>	Transfer of lease. Design Potential clients – Scouts?	Mid/late 2021 completion?	Likely maximum annual cost £60,000 pa	CBC arranging long-term lease. Revised designs under consideration. Petanque?
<b>Sports Field</b>	Outdoor use by SVHMC clients	Contracts re charges and liability for usage of field. Maintenance of benches.	Cost: £36.00 – paint.	Contracts signed for use of Sports Field – Colchester Fitness and Stanway Villa. Sanding and repainting of benches.

### G - Comm Assets - Grounds

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
27	General repairs				1,250.00		1,250	1,250	(100%)
28	Car Park repairs				5,000.00		5,000	5,000	(100%)
29	Play equipment Reserve				50,000.00		50,000	50,000	(100%)
30	Play area signs				500.00		500	500	(100%)
31	Grounds maintenance				10,750.00	2,710.00	8,040	8,040	(74%)
32	Play area bark				1,000.00		1,000	1,000	(100%)
33	Tree maintenance				5,000.00	650.00	4,350	4,350	(87%)
34	Youth Pod / Outdoor Gym				1,000.00		1,000	1,000	(100%)
35	Play area benches/bins				500.00		500	500	(100%)
42	Pest control				500.00	120.00	380	380	(76%)
52	MW Consumables				750.00	290.89	459	459	(61%)
90	Safety Inspections				500.00		500	500	(100%)
94	Vehicle lease				200.00		200	200	(100%)
95	Workshop/store				200.00	2,629.00	-2,429	-2,429	(-1214%)
<b>SUB TOTAL</b>					<b>77,150.00</b>	<b>6,399.89</b>	<b>70,750</b>	<b>70,750</b>	<b>(91%)</b>



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### H - Comm Assets - Streets

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Bus Shelter Reserve				500.00	350.00	150	150 (30%)
49	Notice Board Reserve				250.00		250	250 (100%)
50	Street Light Costs				5,300.00	516.50	4,784	4,784 (90%)
51	Street Light Reserve				2,000.00		2,000	2,000 (100%)
81	Street signs etc				500.00		500	500 (100%)
84	Street lighting electricity				5,000.00		5,000	5,000 (100%)
96	Footpath Reserve				1,500.00		1,500	1,500 (100%)
<b>SUB TOTAL</b>					<b>15,050.00</b>	<b>866.50</b>	<b>14,184</b>	<b>14,184 (94%)</b>

### J - Comm Assets - Burial Gds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
55	Burial Ground Income	1,000.00	950.00	-50				-50 (-5%)
56	Tree sponsorship	10.00	100.00	90				90 (900%)
57	BG Maintenance				1,500.00	708.33	792	792 (52%)
58	BG Reserve				500.00		500	500 (100%)
<b>SUB TOTAL</b>		<b>1,010.00</b>	<b>1,050.00</b>	<b>40</b>	<b>2,000.00</b>	<b>708.33</b>	<b>1,292</b>	<b>1,332 (44%)</b>

### I - Comm Assets - Halls

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	Architectural and other fees							(N/A)
88	Contingency Reserve				1,000.00		1,000	1,000 (100%)
<b>SUB TOTAL</b>					<b>1,000.00</b>		<b>1,000</b>	<b>1,000 (100%)</b>



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