



# Stanway

## Parish Council

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

Asset	Task	Status	Finance	Progress
Lucy Lane South Play Area	Replace play equipment General maintenance	Contract – Caloo.	Finance up to £50,000 for play area upgrade.	Caloo quotation accepted. Graffiti – cleared by BC.
Silver Witch Green	Replace play equipment Legal agreement - CBC Adult gym equipment Disability gate	Contract - Caloo.  Requires adjustment.	Finance up to £50,000 for play area upgrade.  £150.00 to move yellow fence back or £1.5k for wooden access gate (s.106?)	Caloo quotation accepted. Damaged SUDS marked with hazard tape. Swing metal frame stored behind Tollgate workshop ready to be sold for scrap.
Swan Green	General maintenance	New planting scheme suggested as part of Woodland Project.		
Garage/workshop	Storage and workspace.	Roller door replaced after burglary. Security posts to prevent car damage.	Covered by insurance.  4 x Autolock security posts: £653.66 plus installation: £803.66	Risk Assessments completed by Dept. Clerk. Passed to Clerk/SC.  Taller white posts to be placed around workshop to prevent car damage.
Grounds Maintenance	Grass cutting, hedge trimming.	Dines Agri Services 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	Tender/upgrade with Clerk/CGC.
Noticeboards	Regular inspections	<b>Request with Weston Homes for new noticeboard</b>		
Waste collection	Emptying bins	TBS Hygiene Ltd began work 1 <sup>st</sup> April 2020.		Three-year contract signed April 2021-March 2024.



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				Larger yellow bin – to be delivered shortly. Black bin on Sports Field? SV McDonald bins ready to be returned for inspection.
<b>Tollgate Car Park</b>	Repair/risk management  Extension	Investigation of drainage/soakaways	£5,000.00 in carpark budget. £2,500 for tests	<b>Rural Community Grant Funding?</b> <b>Possible extension agreement with Sports England. Proposal with Clerk/CGC.</b> Quotations being sought – CS Mason and Colne Contracts. Relocation of salt/salt bin with SVHMC.
<b>Tree maintenance</b>	3-year cycle schedule/risk management	Contract: TWH Tree Services	£3,000 annual budget	On-going.
<b>Van acquisition</b>	Parish wide maintenance	Barry's licence / vehicle lease	£2,500 annual budget	<b>Other transport options being considered.</b>
<b>Drought Garden</b>	Cycle/footpath		Budget/Reserve £5k	<b>Issue with Clerk/FC.</b>
<b>Footpath 42</b>	Maintenance			
<b>Bus shelters</b>  <b>Swan Green bus shelter</b>	Maintenance Signage  Maintenance  Replacement	Contract: Andrew Baker – The Shed Man Colne Contracts for groundworks. £2,500 quote.	£1,000 2020 Reserve, then £2,000 pa  SPC Bus shelter reserves 2020/21 £3000.00. Reserves 2021/22 £500.00 With grants: £7,800.00	Grants received. Wooden bus shelter ready for delivery. Application granted by Essex Highways. Date confirmed of 29 <sup>th</sup> November for work to commence.
<b>Burial Ground</b>		<b>BC taken over maintenance.</b>	£5,500.00 in 20/21 budget.	



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<b>Village Halls</b>	Finalise legal agreement. Review SVHMC MoU	SVHMC to install EVCPs?	£5,567.00 in contingency reserves.	
<b>New Community Centre and Country Park</b>	Transfer of lease.	Mid/late 2022 completion?	Likely maximum annual cost £60,000	CBC arranging long-term lease. Petanque court agreed. Suggested name: 'Stanway Jubilee Community Centre'
<b>Sports Field</b>	Outdoor use by SVHMC clients	Contracts re charges and liability for usage of field.		Stanway Villa completed spraying of Sports Field.

Meetings with residents of 30 and 32 Villa Road about hedge cutting along footpath from Villa Road to Tollgate carpark.

### G - Comm Assets - Grounds

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
27	General repairs				750.00	4.98	745.02	745.02 (99%)
28	Car Park repairs				5,000.00		5,000.00	5,000.00 (100%)
29	Play equipment Reserve				50,000.00	455.50	49,544.50	49,544.50 (99%)
30	Play area signs				1,000.00	890.00	110.00	110.00 (11%)
31	Grounds maintenance				10,750.00	7,030.45	3,719.55	3,719.55 (34%)
32	Play area bark				1,000.00		1,000.00	1,000.00 (100%)
33	Tree maintenance				5,000.00	2,780.00	2,220.00	2,220.00 (44%)
34	Youth Pod / Outdoor Gym				21,000.00	20,893.15	106.85	106.85 (0%)
35	Play area benches/bins				500.00	413.00	87.00	87.00 (17%)
42	Pest control				500.00	285.00	235.00	235.00 (47%)
52	MW Consumables				750.00	1,812.99	-862.99	-862.99 (-115%)
90	Safety Inspections				500.00		500.00	500.00 (100%)
94	Vehicle lease				200.00		200.00	200.00 (100%)
95	Workshop/store				3,000.00	4,819.00	-1,819.00	-1,819.00 (-53%)
<b>SUB TOTAL</b>					<b>99,950.00</b>	<b>38,964.07</b>	<b>60,985.93</b>	<b>60,985.93 (61%)</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				3,000.00	350.00	2,650.00	2,650.00 (88%)
49	Notice Board Reserve				250.00	414.92	-164.92	-164.92 (-65%)
50	Street Light Costs				5,300.00	3,252.95	2,047.05	2,047.05 (38%)
51	Street Light Reserve				2,000.00	1,066.27	933.73	933.73 (46%)
81	Street signs etc				500.00		500.00	500.00 (100%)
84	Street lighting electricity				5,000.00	1,236.70	3,763.30	3,763.30 (75%)
96	Footpath Reserve				1,500.00		1,500.00	1,500.00 (100%)
<b>SUB TOTAL</b>					<b>17,550.00</b>	<b>6,320.84</b>	<b>11,229.16</b>	<b>11,229.16 (63%)</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					1,500.00	-1,500.00	-1,500.00 (N/A)
88	Contingency Reserve				4,000.00	2,271.53	1,728.47	1,728.47 (43%)
<b>SUB TOTAL</b>					<b>4,000.00</b>	<b>3,771.53</b>	<b>228.47</b>	<b>228.47 (5%)</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	4,000.00	3,395.00	-605.00				-605.00 (-15%)
56	Tree sponsorship	10.00	430.00	420.00				420.00 (4200%)
57	BG Maintenance				1,500.00	998.33	501.67	501.67 (33%)
58	BG Reserve				13,000.00	12,600.00	400.00	400.00 (3%)
<b>SUB TOTAL</b>		<b>4,010.00</b>	<b>3,825.00</b>	<b>-185.00</b>	<b>14,500.00</b>	<b>13,598.33</b>	<b>901.67</b>	<b>716.67 (3%)</b>