



Goostrey Parish Council

AMENITIES COMMITTEE

MINUTES of the MEETING on WEDNESDAY 3rd NOVEMBER 2021

at 7.30PM in the VILLAGE HALL, MAIN HALL

Present: Cllrs Rathbone (TR)(Chairman), Morgan (PM)(Vice-Chairman), Roberts (DR) and Williams (EW)

In Attendance: S Jones, Clerk/RFO to the Council

1. **Declarations of Interest** - There were no declarations of interest made.
2. **Apologies for Absence** – Apologies for absence were received from Cllrs Beckham, O’Donoghue and Mrs T Carter (Tree Warden).
3. **Minutes of the Meeting on 6th October 2021** – See minutes at <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/10/Amenities-Budget-Meeting-06102021-Draft-Minutes-v1-with-attachments.pdf>
4. **Tree Report** - To receive a report from the Goostrey Tree Warden – This item is deferred to the next meeting.
5. **Actions from the Amenities Meeting on 2nd September and 6th October 2021**
 - a. Christmas Lights on the Bog Bean – a meeting on the Bog Bean took place at 8pm on Tuesday 21st September. **Completed.** Following the viewing of the lights the members decided there should be no change to the lights this year but a new project to look at lighting options should be considered and put in place before the 2022 Switch On event.
 - b. **Village Assets** - Phone Box Update – **Update:** Clerk has increased the insurance on the Telephone box to £4,500. The insurance value will be further increased to £9,000 once the phone box is refurbished. **Completed:** The works are finished. **Action:** Clerk to increase insurance value. **Completed**
 - c. **“Remembrance” crocus** - Awaiting a date for NTC to plant 400 crocuses, the cost has reduced to £147.00 plus VAT which includes the cost of the mesh to cover the newly planted bulbs. **Action:** Clerk to obtain a quote for the plaque (wording to be provided by Rev Buckley).
 - d. Revised Community Resilience Plan **Action:** Clerk to contact the people named in the plan to ensure they are still willing to be named in the plan and that their contact details are correct. Additionally, contact with person who organized the Covid-19 volunteers. **Update:** Cllr Rathbone suggested that the Clerk check if the people named in the plan are still listed in the Parish Magazine or The Villages Mag and if they are leave them in the plan and if not try to contact them independently.
6. **Amenities Committee Terms of Reference(TOR)** - To adopt the updated TOR. See **page 5-6.**

Resolved: The Amenities Committee resolved to recommend the Parish Council adopts the updated Amenities Terms of Reference.

Action: Clerk to add this item to the Agenda for the November Parish Council meeting.
7. **The Queen’s Platinum Jubilee** - To consider what form celebration of The Queen’s Platinum Jubilee may take – in relation to this matter. The Committee decided to recommend that the Parish Council celebration of the Jubilee should take the form of an exhibition and afternoon tea in the Village Hall on one day over the extended holiday period. It is therefore not necessary to establish a Working Group at the present time but such a group may be useful to organise the detail of the event commencing in the new year. Assistance for decoration could be sought from the various art groups in the village and at the Station Ticket Office.
 - a. Should a Working Group be established to determine the details?
 - b. If such a working group is formed, should it include the resident who has proposed a tree planting project –Resident previously advised that the PC may consider a grant application in respect of the tree planting and as no Working Group is proposed this action is not applicable at present.

8. Annual Plan - To review progress on the items in the Annual Plan – See **page 3-4**, comments/updates on individual items are included.

a. **Village Environmental Improvements Working Group** – Report from the 1st Meeting.

***Resolved:** The Amenities Committee Resolved to defer discussion of the report of the proposals arising from the first meeting to the next Amenities Meeting to provide Members with the opportunity to examine the proposals in advance of the meeting.*

9. Seniors Lunch November 2021 - To consider the arrangements and to request volunteers to help with the tasks as laid out in the report. Cllr Morgan volunteered to help with washing up on the 21st November and Cllr Williams will provide the table centre decorations and help dress the tables on the 20th November. The Clerk will be in attendance on both days and will manage all other arrangements. Cllr Roberts to contact the Clerk to confirm if he is available to assist on 21st November.

Action: Clerk to work with Cllr Williams regarding table decorations. PM to look at festive music.

10. Audit of Village Assets – To carry out an audit of the assets listed on the report. See **page 7-8**. Cllr Morgan will be carrying out the audit of the assets and will report back on progress at the next meeting.

11. Highways Update – To receive a report from the Clerk on Highways Matters. See **page 9**. The report was received.

12. SDU on New Platt Lane – To consider upgrading the battery in the SDU. TR reported that quotes for standard lead acid batteries and Lithium-ion batteries had been obtained however, these would not resolve the issue. It was agreed to investigate a mains electrical supply to the unit. **Action:** Clerk to add this item to the agenda of the next meeting.

13. Gabion Planters Update – To receive an update on the project. See **page 9**

Resolved: The Amenities Committee resolved not to progress the Gabion planter project further at this time.

14. Budget 2022/23 – To consider the following items for inclusion in the budget.

- Christmas lights On the Bogbean - £2,000
- Cost for Seniors Lunch Tickets - £10.00
- The Queen’s Platinum Jubilee - £1,000

Action: Clerk to add these items to the draft budget for Amenities Committee for 2022/23.

15. CEC Parks Strategy Review - To consider making a submission to the consultation. See **page 9**. **Resolved:** The Amenities Committee resolved that councillors should submit a personal return if they wished to do so.

16. Correspondence – A resident has asked that the Council considers contributing to an appeal for funding from the Cheshire Wildlife trust to purchase 50 Acres of Land at Saltersford Farm near Holmes Chapel as a “wildlife haven for the Dane Valley”, details are available at <https://www.cheshirewildlifetrust.org.uk/>

The closing date for donations is 30th November 2021.

Resolved: The Amenities Committee resolved to recommend to the Council a donation of £500.00.

17. Minor items and matters for the next meeting – Cllr Williams commented that there seemed to be some water ingress in the phone box that should be investigated.

18. Date of the next Amenities Committee Meeting – To set a date for the next meeting 12th January 2022.

19. Close Meeting - The meeting closed at 21.30pm

Goostrey Parish Council Plan for 2020-21

Presented by Responsibility

Amenities Committee

- A) Revise the Resilience Plan to take account of learnings from the Covid-19 situation Including an emergency network of support for any purpose** (e.g., extreme weather event recovery), with appropriate training (e.g., on PPE, CPR) with a mechanism to keep lists up to date. To include any learnings from Holmes Chapel and surrounding villages resilience plans.

SL and PM volunteered to undertake the review/update with support from the Clerk with a view to them producing a first revised draft by end of December 2020.

Action: PM to provide an updated before the next Amenities Meeting in June 2021.

PM has finished reviewing the plan and will be sharing the updated document with SL shortly.

- B) Get feedback from villagers on their views on what they want to see in the village for the future.**

Publish a plan to improve every area of the village. To include Church Bank/Main Road, Main Road/Booth Bed Lane, Booth Bed Lane Green, Primrose Chase, outside Main Road Newsagent and Station area.

A questionnaire will be produced by NB & TR by end February 2021

Distribution of the Questionnaire both physically and via Survey Monkey and analyse results to take place in 21/22. ***Distribution to take place wc 26th April 2021.***

Survey complete. Working Groups set up to review the output, members of the group will be DR, NB, and TR.

Anonymous survey results to be posted on the website with TR summary report.

- C) Create a Plan to implement the Environmental Policy utilising the Environmental group as well as deciding what a longer-term strategy would look like.**

PM to liaise with the Environmental Group to confirm membership and to arrange a joint meeting of Amenities Committee and Environmental Group in January 2021 to consider development of plan.

Action: PM to arrange a meeting of the Environmental group before the Amenities Meeting on 2nd June 2021.

PM has not had time to progress this, action outstanding.

- D) Implement the plans outlined in A, B & C (above) and make a positive difference to the village commencing 2021-22**, potentially using a village volunteer network and the owners of commercial premises for feedback and implementation.

Pending actions from items A, B & C.

- E) Define and implement visual speeding deterrents, including resolution on the proposal to install village 'gates'.**

Progressing following decision by PC at meeting on 22/09/20 to accept recommendations of report to that meeting. KM has written to CEC asking them to consider funding and implementing works.

Action: Clerk to chase CEC Highways regarding funding status.

TR reported that KM was trying to secure the trial extra works money to fund this as well as the some of the Ward Councillors' budget.

F) Consider the potential to provide electric car/van charging points (environmental improvement) at the village hall?

After some initial investigation there appears to be no appetite for this at the present time.

Action: .Review in January 2022.

G) Investigate and implement improvements to the Booth bed Lane play area.

- a. S106 Monies for the Booth Bed Lane Play Area** – The amount of funding has been confirmed by ANSA and is now available to be spent. The Council has agreed that the Amenities Committee will lead this project and that any contact or correspondence from ANSA and other stakeholders, should be directed to the Clerk.

Update: PM has written to the resident co-ordinating the project to request an update on the project status.

PM has received a response from the co-ordinator, and they will be meeting to review the results of the last consultation. PM will review potential additional funding sources and will work with the co-ordinator to plan the way ahead. A further consultation with residents will be required once a plan of suitable options is available.

Update: PM has met with the co-ordinator again and they have another meeting planned in the next few weeks to work on a plan for the way ahead. PM has also contacted the other resident who was interested in helping and he is keen to assist with the project going forward.



AMENITIES COMMITTEE

Terms of Reference & Scheme of Delegation

1. The Committee will appoint a Chairman at the first meeting following the Annual Meeting of the Council in May each year. A Chairman shall serve no more than four consecutive years. In the event of the Chairman's absence the members of the Committee present will appoint a Chairman, at the beginning of the meeting.
2. The Committee will consist of a minimum of five Councillors. A quorum of three members is required for each meeting. It will meet at least four times a year, with additional meetings as required. It will report to the Full Council Meeting following each of its meetings. To ensure coordination with other Goostrey organisations at least one, and preferably two, members of the Committee will attend the Goostrey Village Hall and Playing Fields Foundation AGM and Trustee Meetings and the Goostrey Scout Hut and Youth Facility User Group.
3. The purpose of the Committee is to look after:
 - a) Specific grassed areas in the Village (e.g., Shearbrook Bank including the verge and hedge) and others where designated by the Parish Council.
 - b) Village Planters and Planting
 - c) Graveyard Maintenance (St Luke's Graveyard nr the Village Hall)
 - d) Village Events (e.g., Seniors Lunch, Parish Council's Rose Day Stand etc)
 - e) Village Assets such as the Speed Indicator Devices, benches and notice boards (as featured in Goostrey Parish Council's Register of Assets, and to ensure that these are run and maintained for the benefit of Parishioners)
 - f) Village Archive – The Committee will liaise with the Archive Group to ensure the continued development and maintenance of the archive
 - g) Footpaths - The Committee will liaise with the Goostrey Footpaths Group to monitor the condition and maintenance of the public rights of way within the Parish
 - h) Trees – The Committee will liaise with the Goostrey Tree Warden to protect specific trees, groups of trees or woodlands in the Parish in the interests of amenity and to identify others which justify protection
 - i) Booth Bed Lane Play Area – The Committee will liaise with Cheshire East Council regarding development and maintenance issues
 - j) The Committee will, in conjunction with Goostrey residents, identify additional community assets, services or events which will enhance the quality of life for Goostrey residents and make appropriate recommendations to the Parish Council
4. The Amenities Committee is responsible spending and monitoring the Amenities budget and will make recommendations for any additional expenditure to either the Finance Committee or Full Council (whichever meets first). In November each year the Committee will recommend to the Finance Committee an appropriate budget for the next 3 financial years.
5. The Committee will be guided by the following considerations:
 - a) to provide a good range of facilities, capable of giving benefit to people of all ages
 - b) to have them inspected regularly, and maintaining them in line with the latest Health and Safety requirements

- c) to engage contractors for regular maintenance, or for development as the need arises
- 6. The Committee will communicate with parishioners by submitting news and information for inclusion in the Parish Council Newsletter, the Parish Magazine, the Parish Council Notice Boards and on the website <https://goostreyparishcouncil.gov.uk>
- 7. These Terms of Reference will be reviewed annually.

APPROVAL

Council Minute 21.11.05 Committee Matters – Amenities Committee

REVIEW DUE

May 2022

Goostrey Parish Council Asset Register at 31st October 2021

Items within the remit of the Amenities Committee are marked in Green		Purchase		Value
Description	Location	Price	Date Purchased	at 31/10/21
Planter	Bank View	£262.00	June, 2002	£0.00
Notice Board	Bank View	£1,656.00	March, 2017	£1,656.00
Churchill Oak Monument	Bogbean	£150.00	March, 2015	£150.00
Metal Village Sign	Bogbean		Unknown	£0.00
Seat	Bogbean	£130.00	June, 2001	£0.00
Seat	Bogbean		Unknown	£0.00
Planter	Booth Bed Lane	£113.00	June, 2001	£0.00
Fido Dog Bin	Booth Bed Lane	£109.00	July, 2019	£109.00
Planter	Booth Bed Lane Green	£113.00	June, 2001	£0.00
Planter	Booth Bed Lane Green	£113.00	June, 2001	£0.00
Seat	Booth Bed Lane Green	£789.60	February, 2021	£789.60
Planter	Booth Bed Lane/Main Road	£113.00	June, 2001	£0.00
Planter	Booth Bed Lane/Main Road	£113.00	June, 2001	£0.00
Picnic Tables	Booth Bed Play Area	£1,244.00	February, 2008	£497.60
Seats (2)	Boothbed Lane Green	£280.00	July, 2002	£0.00
Seat	Boothbed Lane Junction		Unknown	£0.00
10 Oak Bollards (now 9)	Church Bank Corner	£435.00	January, 2011	£391.50
1 Oak Bollard	Church Bank Corner	£40.00	February, 2021	£40.00
Seat	Church Bank Corner		Unknown	£0.00
Road Sign Church Bank	Church Bank Corner	£165.00	October, 2019	£165.00
Fido Dog Bin and post	Church Bank Corner	£190.00	January, 2020	£190.00
SID Posts	Highways	£1,522.70	May, 2008	£913.62
Lighting Column	Highways - Unknown		Unknown	£0.00
Village Signs (6)	Highways locations	£5,314.40	February, 2019	£5,314.40
Phonebox	Main Road - Bank View	£1.00	December, 2012	£9,000.00
Highway Mirror	Main Road opp. Manor Ave	£27.00	May, 2017	£27.00
Defibulator	Main Road Phone Box		April, 2013	£0.00
Seat	Main Road/Bank View	£504.00	January, 2007	£100.80
SID Device	New Platt Lane	£3,505.00	May, 2017	£3,505.00
SDU	Opposite the Crown	£3,500.00	2015??	£3,500.00
Speed Guns x 2	Portable	£188.00	2018	£188.00
Seat	Sandy Lane	£325.00	June, 2009	£260.00
Seat	Shearbrook Bank		Unknown	£0.00
SDU	Shearbrook Bank	£3,138.62	January, 2021	£3,138.62
2 x SID Devices	Station Road & Boothbed Lane	£8,792.00	November, 2008	£0.00
Notice Boards (3)	The Old Paddock, Shops Main Road, Booth Bed Lane	£1,638.00	March, 2019	£1,638.00
1 Filing Cabinet	VH Parish Office	£50.00	March, 2002	£0.00
Desk & Chair	VH Parish Office	£350.00	March, 2002	£0.00
Dymo Label Printer	VH Parish Office	£5.00	December, 2014	£5.00
Guillotine	VH Parish Office	£19.99	December, 2014	£19.99
Laminator	VH Parish Office	£33.99	July, 2011	£33.99
Mail Trays	VH Parish Office	£24.99		£24.99
Projector	VH Parish Office	£50.00		£50.00
Strimmer	VH Parish Office	£65.67	October, 2008	£39.40
Filing Cabinets	VH Parish Office	£487.00	March, 2019	£487.00
3 x Litter Pickers & hoops	VH Parish Office	£30.95	December, 2014	£30.95
10 Card Tables	Village Hall	£1,000.00	Unknown	£0.00
40 chairs (lounge)	Village Hall	£2,040.00	March, 2015	£2,040.00
Baby Changing Unit	Village Hall	£216.00	January, 2009	£0.00
Blinds	Village Hall	£1,080.00	May, 2010	£1,080.00
Brother MFC-J6270 DW	Village Hall	£189.00	Sept, 2014	£189.00
Carpet	Village Hall	£1,349.79	Sept, 2005	£0.00
83 white cups and saucers	Village Hall	£61.00	February, 2016	£61.00
Curtains	Village Hall	£1,644.80	March, 2013	£1,644.80
Cutlery	Village Hall	£345.33	February, 2010	£276.26
Defibulator	Village Hall		April, 2013	£0.00
Display Boards	Village Hall	£288.00	June, 2013	£288.00
Dyson Vacuum Cleaner	Village Hall	£156.51	October, 2009	£125.21

Floodlighting	Village Hall	£1,800.00	Unknown	£0.00
Furnishings	Village Hall	£1,500.00	Unknown	£0.00
Microphone	Village Hall	£9.92	June, 2006	£1.98
Microphones	Village Hall	£150.00	Unknown	£0.00
Numatic floor Cleaner	Village Hall	£821.56	April, 2015	£821.56
Portrait of Queen	Village Hall	£161.50	October, 2007	£64.60
Sound System	Village Hall	£980.00	July, 2005	£0.00
Stage Backdrop Curtains	Village Hall	£981.54	February, 2007	£196.31
Stage Curtains	Village Hall		Unknown	£0.00
Stage Lighting	Village Hall	£189.80	GIFT Dec, 2012	£189.80
Stage Lighting - safety lights	Village Hall	£500.00		£335.00
Stage Lighting components	Village Hall	£53.10	November, 2011	£53.10
Stage Lighting unit	Village Hall	£1,528.40	September, 2011	£1,528.40
Vacuum Cleaner	Village Hall	£35.00		£35.00
Water Heater	Village Hall	£750.00	December, 2009	£600.00
Village Hall Sign & Light	Village Hall	£635.64	March, 2019	£635.64
Laptop & Bag	Village Hall	£349.99	January, 2019	£349.99
CCTV & Door Entry System	Village Hall	£4,370.40	January, 2019	£4,370.40
Go Pak Tables x 22 with trollies	Village Hall	£2,400.00	July, 2019	£0.00
En One Chairs x 150 with trollie	Village Hall	£4,602.48	July, 2019	£4,602.48
Stage Lighting system	Village Hall	£4,460.71	July, 2019	£4,460.71
AKG Microphone	Village Hall	£52.02	June, 2020	£52.02
2 Tables	Village Hall (2)	£1,000.00	July, 1995	£0.00
Archive Cabinets & Furniture	Village Hall Cttee Room	£1,701.26	July, 2018	£1,701.26
Hearing Loop	Village Hall Lounge	£620.00		£620.00
Olympus recorder	Village Hall Lounge	£17.99		£17.99
Philips Microphones	Village Hall Lounge	£56.00		£56.00
6 ring range cooker - Hood	Village Hall Lounge Kitchen	£2,721.60	September, 2017	£2,721.60
Bain Marie	Village Hall Lounge Kitchen	£549.60	September, 2017	£549.60
Dishwasher	Village Hall Lounge Kitchen	£2,376.00	September, 2017	£2,376.00
Refrigerator	Village Hall Lounge Kitchen	£652.80	September, 2017	£652.80
Washing Bowl	Village Hall Lounge Kitchen	£25.00	January, 2019	£25.00
Stainless Steel Table	Village Hall Lounge Kitchen	£270.00	September, 2017	£270.00
Lenovo Computer & UPS	Village Hall Parish Office	£581.98	June, 2020	£581.98
Imac Computer	Village Parish Office	£899.00	July, 2016	£899.00
Total Value		£81,762.63		£66,737.95

ITEM 11 - Highways Update – To receive a report from the Clerk on Highways Matters.

Water on Main Road near Shearbrook – This matter is still ongoing with Highways.

Junction of Main Road with Boothbed Lane and Hermitage Lane – Awaiting report from Highways Safety Officer following the meeting with members of the council on 14th September 2021.

Tree Roots Lifting the Footway on Main Road – The Highways Officer has reported that Trees East will not support any works or removal of the tree without further evidence. Clerk to ask Trees East what information they require as the more serious incidents have already been logged with Highways.

Station Road Sign – Clerk has informed Highways Officer that the sign is now sticking out into the road and presents a danger to highway users. This has also been reported via the Report it Tool. A photo has also been sent to Highways Officers.

Village Sign near Station Bridge – The Goostrey and Twemlow Village signs mounted on the same posts have been knocked over by a contractor trimming the verge. Clerk has requested that the either Highways reinstate the signs on the posts the Parish Council purchased (located at VH), the works are carried out as part of the top up service, or the Parish Council is allowed to carry out the works using its own contractor. No response from Highways as yet.

ITEM 13- Gabion Planters Update – To receive an update on the project. The selected contract reported difficulties in obtaining stone for the works and much higher costs. The contractor and 3 others were invited to re-quote and all, but one declined to quote including the selected contractor. The reasons given where, that they were all too busy and did not want to quote because by the time they could carry out the works prices may have increased again.

We have one quote for the works at £2,375.00 + VAT, date for works to be carried out by negotiation with the contractor (due to high demand for services).

ITEM 15 - CEC Parks Strategy Review - To consider making a submission to the consultation from ANSA.

“We are seeking views as we look to update our municipal parks strategy.

As you will all be aware, parks and green spaces have become even more integral to our daily lives as a vital means of improving our mental and physical health and wellbeing.

As we approach two years of living with the pandemic and face the challenge of the climate emergency, the council feels that now is the right time to review its approach in the future.

We have acknowledged that our current strategy has some aspects that would benefit from a review, especially in light of the pandemic. With that in mind, we are now asking people to complete a short survey to provide their opinions on how this could happen.

The survey can be accessed by visiting: <https://surveys.cheshireeast.gov.uk/s/CEParksGreenSpaces/>

All feedback needs to be provided by Sunday 28 November”

Ruth Morgan

Parks Strategy and Development

Ansa Environmental Services Ltd