



Goostrey Parish Council

DOCUMENT PACK FOR THE AMENITIES COMMITTEE MEETING

on Wednesday 6th March 2024 at 7.30pm in the Village Hall

Agenda

- 1. Declarations of Interest:** To receive any declarations of interest.
- 2. Apologies for Absence:** To receive any apologies for unavoidable absence.
- 3. Minutes of the Meeting on 10th January 2024.** View minutes at [Amenities Committee Meeting Minutes 10th January 2024](#)
- 4. Tree Report:** To receive a report from the Tree Ranger. **See page 2.**
- 5. Budget Review and Monitoring:** To review the budget and address any areas of concern. **See page 3.**
- 6. Annual Plan:** To review progress and update as required. **See page 5.**
- 7. Village Maintenance Contract:** To review quotes and approve the contractor for 2024/25. **See page 6.**
- 8. Village Entrance Church Bank Project:** To review quotes and approve the contractor for this project. **See page 10.**
- 9. Seniors' Christmas Lunch:** To review quotes and approve the caterer for this event. **See page 14.**
- 10. Rose Day Festival Support:** To consider and approve what additional support may be provided to the committee for the event.
- 11. Removal of Tree Stump Boothbed Lane:** To receive an update.
- 12. Christmas Light Switch On Event:** To receive an update on planning for this event.
- 13. 80th Anniversary of D-Day:** To receive an update from the project working group.
- 14. Goostrey Playground Community Project:** To receive an update from the project working group.
- 15. Annual Equipment Check:** To receive an update.
- 16. Correspondence:** To review any correspondence received since the last meeting.
- 17. Minor items and matters for the next meeting**
- 18. Date of the next Amenities Committee Meeting:** Wednesday 1st May 2024.
- 19. Close meeting**

ENCLOSURES

Item 4 Tree Ranger's Report

The removal or mistreatment of trees with Tree Protection Orders on them, the replacement of trees with Tree Protection Orders on them which have been removed, trees which merit having a Tree Protection Order on them, Sign posting people to the correct service.

Given the quite narrow remit it is unlikely that there will be a requirement for a monthly report and certainly nothing to fill a slot at the meeting with, however here is this month's report:

There have been no removal or mistreatment of trees with Tree Protection Orders on them since the last meeting.

There has been no requirement for replacement of trees with Tree Protection Orders on them which have been removed.

There is no appetite to list any further trees with protection orders save unless they are under immediate threat.

I have signposted one resident to 'fixmystreet' to report a birch tree on a highway verge they consider a danger.

I attended the Cheshire East Tree Conference, it was very useful but probably aimed more at aspects relating to tree planting which forms part of some other Parish Tree Warden remits, and was discussed, but doesn't form part of ours.

One thing that might be of interest is that there is now interim guidance from Cheshire East in advance of a formal policy (tbc) on the replacement of street trees on highway verges. Whilst it is outside the remit of the tree warden, if you would like me to audit any trees that have recently been felled to this guidance, and apply where appropriate for replacements (or more likely 'permission to plant' replacements) with Cheshire East let me know.

Goostrey Parish Council
Summary of Receipts and Payments
Cost Centre 2

26 February 2024 (2023-2024)

2 Amenities

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Village Maintenance (incl grass c				4,000.00	4,610.00	-610.00	-610.00 (-15%)
30	Graveyard Maintenance				2,500.00	1,130.00	1,370.00	1,370.00 (54%)
31	Lengthsman Service				500.00	180.00	320.00	320.00 (64%)
33	Speedwatch				800.00	188.00	612.00	612.00 (76%)
34	Seniors Lunch	1,000.00	513.50	-486.50	1,850.00	1,135.65	714.35	227.85 (7%)
36	Planters and Plants				500.00	80.00	420.00	420.00 (84%)
SUB TOTAL		1,000.00	513.50	-486.50	10,150.00	7,323.65	2,826.35	2,339.85 (20%)
Summary								
NET TOTAL		1,000.00	513.50	-486.50	10,150.00	7,323.65	2,826.35	2,339.85 (20%)
V.A.T.						1,200.93		
GROSS TOTAL			513.50			8,524.58		

Goostrey Parish Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Village Hall Projects	8,800.00				8,800.00
Village Projects	11,400.00		4,770.00		6,630.00
Capital General	4,606.00				4,606.00
Village Entrances Project	4,363.36				4,363.36
Total Capital	29,169.36		4,770.00		24,399.36
Earmarked					
Operating Reserves	69,680.00	-24,068.00			45,612.00
Village Hall Recharge 2018-2019	2,767.00	0.01	2,767.01		0.00
Village Hall Recharge 2019-2020	13,000.00	-4,128.30	8,871.70		0.00
Village Hall Recharge 2020-2021	13,000.00	-12,353.24	646.76		0.00
Election Fee	7,000.00				7,000.00
Village Hall Floor Refurbishment	2,000.00	-2,000.00			0.00
Neighbourhood Plan Review	12,000.00				12,000.00
Unallocated General Reserve	157.28	27,893.43			28,050.71
Connected Communities Fund	43.00			-43.00	0.00
Christmas Lights for the Bogbean	1,626.92	3,500.00	3,421.62		1,705.30
Village Hall Recharge 2021-2022	13,000.00				13,000.00
Village Hall Recharge 2022-2023	10,000.00	3,639.39			13,639.39
Grants & Donations 2023-2024	7,006.81	-1,800.00	3,572.80		1,634.01
Village Hall Laptop		1,000.00			1,000.00
Defibrillator Supplies		1,000.00	94.95		905.05
Approved Grant		1,800.00			1,800.00
Grants & Donations 2024-2025		3,000.00			3,000.00
D-Day Events 2024		1,000.00			1,000.00
Christmas Lights Switch On event 2024		1,000.00			1,000.00
Village Hall Recharge 2023-2024		11,000.00			11,000.00
VH Recharges		-11,000.00	-11,000.00		0.00
Booth Bed Lane Playground Project		10,750.00			10,750.00
Total Earmarked	151,281.01	10,233.29	8,374.84	-43.00	153,096.46
TOTAL RESERVE	180,450.37	10,233.29	13,144.84	-43.00	177,495.82
GENERAL FUND					17,879.48
TOTAL FUNDS					195,375.30

AMENITIES ANNUAL PLAN 2023/24

1. Annual Maintenance Programme – Monitor and achieve planned maintenance programme by contractor Northwich Town Council. **See Item 7.**
2. Bogbean Lights – Review existing tree lights and enhance in readiness for Christmas 2023 switch on event. Include management of event. **See Item 12.**
3. Seniors Christmas Lunch – Plan and provide event. **See Item 9.**
4. Environmental Improvements Programme – Implement approved works at:- Church Bank Village Entrance, Primrose Chase, Station Area, Boothbed Lane Green, Outside MiniMarket Main Road. **See Item 8.**
5. Boothbed Lane Play Area – Achieve programme and in particular for works to commence on site April 2024. **See Item 14.**
6. Commemoration of 80th Anniversary of D Day 6th June 2024 –Support others in planning event. **See Item 13.**

Quote A

DATE: 16th January 2024

Dear Clerk

Please find below information regarding quotes as requested for Village Entrance Enhancement Project Tender:

<u>Goostrey Cemetery including bank outside / Primrose Chase/ Boothbed Lane/Main Road / Boothbed Lane opposite Meadow Avenue / Shearbrook Bank / Verge opposite the crown</u>	
Grass cutting	Grass cutting (collected) to all areas including the edges of the grassed areas Based on 14 visits
Weeding of flower bed outside of Goostrey Village Hall	Once per fortnight following plants being planted
<u>Church Bank</u>	
Grass cutting and maintenance	Grass cutting, strim and remove any ivy, etc. from the stone wall.
<u>Hedge cutting</u>	
Goostrey Cemetery	Twice per year
Shearbrook Bank (Box hedge)	Twice per year
<u>Maintenance</u>	
Shearbrook Bank (environmental hedge at the top of the bank)	To ensure this hedge is weed free
<u>Planting</u>	
Open Space at junction of Boothbed Lane and Main Road	Summer and Spring bedding for planter. Twice per year.
Goostrey Village Hall	Planting of flower bed at Village Hall twice per year.

Nett cost	3,644.18
VAT @ 20%	£728.84
Total to invoice	<u>£4,373.01</u>

1. *Journal of the American Medical Association*, 2000; 284: 2689-2695.

Quote B

Quote B

Quote B

Quote B

Quote B

Quote C

Date: 17th January 2023

Please find our quotation as follows –

Goostrey Cemetery including bank outside / Primrose Chase/ Boothbed Lane/Main Road / Boothbed Lane opposite Meadow Avenue / Shearbrook Bank / Verge opposite the crown

Grass cutting (collected) and strimming	£475.00 per visit
Weeding of flower bed at Goostrey Village Hall	Included
Weeding hedge row at Shearbrook Bank	Included
Total annual cost based on 14 visits	£6300.00

Planting

Planting flower bed at Village Hall	£220.00 per visit
Removing existing plants, topping up compost and planting tiered planter at Village entrance with seasonal plants	£300.00 per visit
Total annual cost based on 2 visits	£1040.00

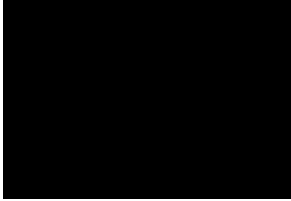
Hedge cutting

Hedge cutting at Goostrey Cemetery	£300.00 per visit
Hedge cutting/trimming shrubs at Shearbrook Bank	£200.00 per visit
Total annual cost based on 1 visit	£500.00

Total annual cost for all elements	£7840.00
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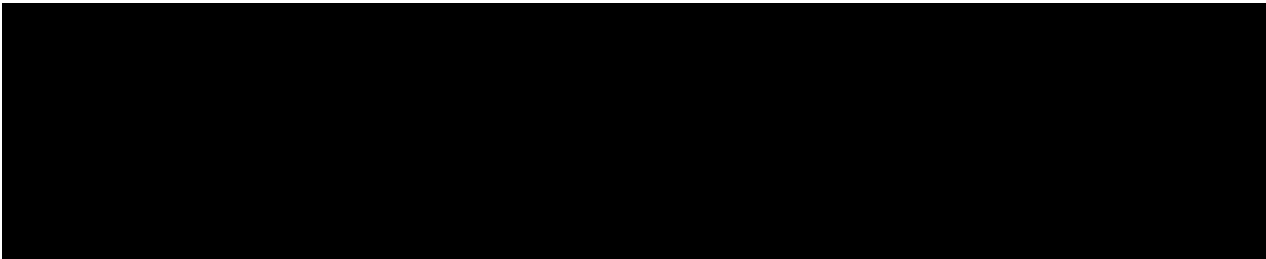
I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however, should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from the date of quotation and all measurements given are approximate only, minimum distances apply.





Date: 19th February 2023



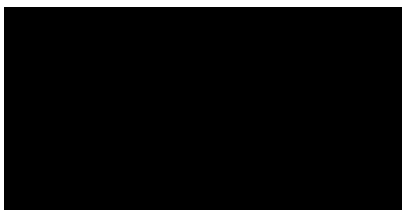
- 1) Replacement of 10 Nr. Oak bollards: - Remove 10 existing, rotten bollards each approximately 2000mm x170mm x 170mm and dispose to contractors tip off site. Provide and install 10 new planed oak bollards each 2000mm x170mm x 170mm with 4 way pointed tops. Bollards to include two 75mm diameter reflectors per bollard (one red, one white screwed to opposite faces of bollard. Bollards to be set in compacted excavated material (no concrete).
- 2) Make single, raised bed planting area approximately 2.4m x 1.2m located adjacent to existing stone wall and between existing electricity pole and bench (clear of shade from oak tree branches). Alternative prices required for use of either 160mm x 149mm cross-section oak sleepers or recycled plastic. Planter to be set to suit existing ground profile and on weed control membrane. Fill raised bed with bedding compost and plant with seasonal bedding.
- 3) Edge both sides of existing bitmac footpath (length approximately 25m and dispose of turf arisings off site.
- 4) Prepare existing Sapele slats to bench seat and finish with three coats satin finish varnish.
- 5) Generally tidy area on completion including removal of ivy from face of dry-stone wall.
- 6) Minor pruning of existing Oaktree and disposal of arisings.

Total cost (using oak sleepers for planter)	£4732.00
Total cost (using recycled plastic for planter)	£5884.00

I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however, should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from

the date of quotation and all measurements given are approximate only, minimum distances apply.



Quote B

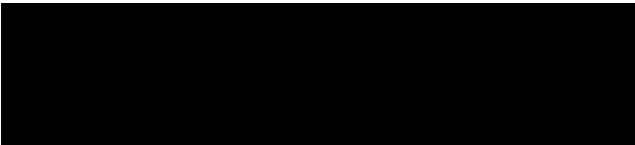
Goostrey Parish
Emma Bambrook
Goostrey Village Hall
Main Road
CW4 8PE

Customer number	Document number	Page	Date	Valid to
1003	1025	1 / 1	22/02/2024	22/05/2024

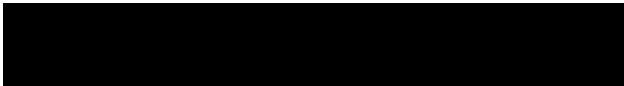
Item	Quantity	Unit	Price	Total
Churchbank Village Entrance Enhancement Project	1	Total	4,250.00	4,250.00

Total ex. VAT	£4,250.00
20% VAT	£850.00
Total	£5,100.00

Works would be invoiced upon completion. Payment terms are 'End of Month 30 days'.



DATE: 29th February 2024



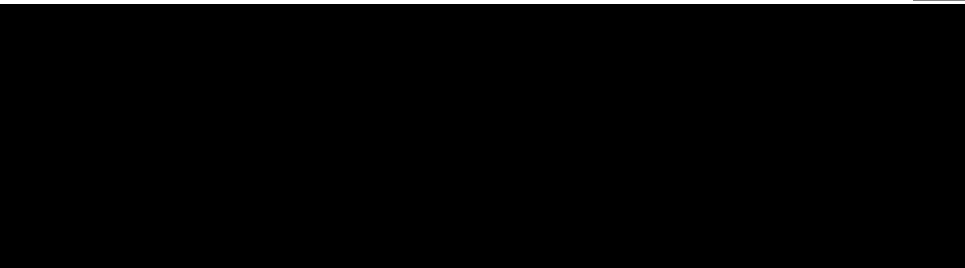
Dear Emma

Please find below information regarding quotes as requested for Village Entrance Enhancement Project Tender:

As per your specification below set by yourselves

- 1. Replacement of 10 Nr. Oak bollards: - Remove 10 existing, rotten bollards each approximately 2000mm x170mm x 170mm and dispose to contractors tip off site. Provide and install 10 new planed oak bollards each 2000mm x170mm x 170mm with 4 way pointed tops. Bollards to include two 75mm diameter reflectors per bollard (one red, one white screwed to opposite faces of bollard. Bollards to be set in compacted excavated material (no concrete).
- 2. Make single, raised bed planting area approximately 2.4m x 1.2m located adjacent to existing stone wall and between existing electricity pole and bench (clear of shade from oak tree branches). Alternative prices required for use of either 160mm x 149mm cross-section oak sleepers or recycled plastic. Planter to be set to suit existing ground profile and on weed control membrane. Fill raised bed with bedding compost and plant with seasonal bedding.
- 3. Edge both sides of existing bitmac footpath (length approximately 25m and dispose of turf arisings off site.
- 4. Prepare existing Sapele slats to bench seat and finish with three coats satin finish varnish.
- 5. Generally tidy area on completion including removal of ivy from face of dry-stone wall.
- 6. Minor pruning of existing Oaktree and disposal of arising

		3128.63
VAT @	20%	625.73
		<u>£3754.36</u>



Item 9 Seniors' Christmas Lunch Quote

Traditional Served Christmas Menu

Starter Course

Select 2 Starters from list attached

~

Main Course

Roasted Crown of Turkey
served with Apple & Herb Stuffing, Pigs in Blankets & Cranberry Sauce

&

Vegetarian Option
Select 1 from list attached ~ to be pre ordered prior to the event

Roast and Minted Potatoes
Choice of Fresh Seasonal Market Vegetables

~

Dessert Course

Selection of 3 Desserts from list attached

~

Coffee
Warmed Homemade Mince Pies

£27.50 per person ~ 3 Courses
£24.00 person ~ 2 Courses

My menu prices are inclusive of White Crockery, Kings Cutlery, Table Cloths, Napkins,
Staff for serving and Vat.

Excluding VAT £22.92 per person for 3 courses.

If you go with a set Starter along with the Main Course and I can do a choice of 2 Desserts
at £26.00 per head.

Excluding VAT £21.67 per head