



# Goostrey Parish Council

## DOCUMENT PACK FOR THE AMENITIES COMMITTEE MEETING

on Wednesday 1<sup>st</sup> May 2024

### 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 6<sup>th</sup> March 2024.** View minutes at [Amenities Committee Meeting Minutes 6th March 2024](#)
4. **Tree Report:** To receive a report from the Tree Ranger.
5. **Budget Review and Monitoring:** To review the budget and address any areas of concern. **See page 2.**
6. **Annual Equipment Check Update:**
  - a) **Defibrillator Maintenance:** To confirm maintenance arrangements.
  - b) **Noticeboard Cleaning:** To confirm arrangements.
7. **Annual Plan:** To review progress and update as required. **See page 5.**
8. **Strategic Plan:** To review and update the existing plan as it relates to the Amenities Committee and agree objectives for 2024 – 2028. **See page 6.**
9. **80<sup>th</sup> Anniversary of D-Day:** To receive an update from the project working group.
10. **Goostrey Playground Community Project:** To receive an update from the project working group.
11. **Correspondence:** To review any correspondence received since the last meeting.
12. **Minor items and matters for the next meeting.**
13. **Date of the next Amenities Committee Meeting:** Wednesday 3<sup>rd</sup> July 2024.
14. **Close meeting**

**2 Amenities**

| Code             | Title                                    | Receipts        |        |                  | Payments         |        |                  | Net Position          |
|------------------|--|-----------------|--------|------------------|------------------|--------|------------------|-----------------------|
|                  |  | Budgeted        | Actual | Variance         | Budgeted         | Actual | Variance         | +/- Under/over spend  |
| 29               | Village Maintenance (incl grass cutting) |                 |        |                  | 4,500.00         |        | 4,500.00         | 4,500.00 (100%)       |
| 30               | Graveyard Maintenance                    |                 |        |                  | 2,600.00         |        | 2,600.00         | 2,600.00 (100%)       |
| 31               | Lengthsman Service                       |                 |        |                  | 250.00           |        | 250.00           | 250.00 (100%)         |
| 33               | Speedwatch                               |                 |        |                  | 800.00           |        | 800.00           | 800.00 (100%)         |
| 34               | Seniors Lunch                            | 1,050.00        |        | -1,050.00        | 1,950.00         |        | 1,950.00         | 900.00 (30%)          |
| 36               | Planters and Plants                      |                 |        |                  | 250.00           |        | 250.00           | 250.00 (100%)         |
| <b>SUB TOTAL</b> |  | <b>1,050.00</b> |        | <b>-1,050.00</b> | <b>10,350.00</b> |        | <b>10,350.00</b> | <b>9,300.00 (81%)</b> |

**Summary**

|                    |                 |  |                  |                  |  |                  |                       |
|--------------------|-----------------|--|------------------|------------------|--|------------------|-----------------------|
| <b>NET TOTAL</b>   | <b>1,050.00</b> |  | <b>-1,050.00</b> | <b>10,350.00</b> |  | <b>10,350.00</b> | <b>9,300.00 (81%)</b> |
| <b>V.A.T.</b>      |                 |  |                  |                  |  |                  |                       |
| <b>GROSS TOTAL</b> |                 |  |                  |                  |  |                  |                       |

**Goostrey Parish Council**  
**Reserves Balance**  
**2024-2025**

| <u>Reserve</u>                        | <u>OpeningBalance</u> | <u>Transfers</u> | <u>Spend</u>    | <u>Receipts</u> | <u>CurrentBalance</u> |
|---------------------------------------|-----------------------|------------------|-----------------|-----------------|-----------------------|
| <b>Capital</b>                        |                       |                  |                 |                 |                       |
| Village Hall Projects                 | 8,800.00              |                  |                 |                 | 8,800.00              |
| Village Projects                      | 6,630.00              |                  |                 |                 | 6,630.00              |
| Capital General                       | 4,606.00              |                  |                 |                 | 4,606.00              |
| Village Entrances Project             | 4,363.36              |                  |                 |                 | 4,363.36              |
| <b>Total Capital</b>                  | <b>24,399.36</b>      |                  |                 |                 | <b>24,399.36</b>      |
| <b>Earmarked</b>                      |                       |                  |                 |                 |                       |
| Operating Reserves                    | 45,612.00             | 1,711.00         |                 |                 | 47,323.00             |
| Village Hall Recharge 2018-2019       |                       |                  |                 |                 | 0.00                  |
| Village Hall Recharge 2019-2020       |                       |                  |                 |                 | 0.00                  |
| Village Hall Recharge 2020-2021       |                       |                  |                 |                 | 0.00                  |
| Election Fee                          | 7,000.00              |                  |                 |                 | 7,000.00              |
| Village Hall Floor Refurbishment      |                       |                  |                 |                 | 0.00                  |
| Neighbourhood Plan Review             | 12,000.00             |                  |                 |                 | 12,000.00             |
| Unallocated General Reserve           | 28,050.71             | 11,920.81        |                 |                 | 39,971.52             |
| Connected Communities Fund            |                       |                  |                 |                 | 0.00                  |
| Christmas Lights for the Bogbean      | 1,705.30              |                  |                 |                 | 1,705.30              |
| Village Hall Recharge 2021-2022       | 13,000.00             |                  |                 |                 | 13,000.00             |
| Village Hall Recharge 2022-2023       | 13,639.39             |                  |                 |                 | 13,639.39             |
| Grants & Donations 2023-2024          |                       |                  |                 |                 | 0.00                  |
| Village Hall Laptop                   | 1,000.00              |                  |                 |                 | 1,000.00              |
| Defibrillator Supplies                | 905.05                |                  |                 |                 | 905.05                |
| Approved Grant                        |                       |                  |                 |                 | 0.00                  |
| Grants & Donations 2024-2025          | 3,000.00              | -142.83          |                 |                 | 2,857.17              |
| D-Day Events 2024                     | 2,857.17              | 142.83           | 3,000.00        |                 | 0.00                  |
| Christmas Lights Switch On event 2024 | 838.54                |                  |                 |                 | 838.54                |
| Village Hall Recharge 2023-2024       | 11,000.00             |                  |                 |                 | 11,000.00             |
| VH Recharges                          |                       |                  |                 |                 | 0.00                  |
| Booth Bed Lane Playground Project     | 10,750.00             |                  |                 |                 | 10,750.00             |
| VH Annual Charges                     | 1,340.50              |                  |                 |                 | 1,340.50              |
| <b>Total Earmarked</b>                | <b>152,698.66</b>     | <b>13,631.81</b> | <b>3,000.00</b> |                 | <b>163,330.47</b>     |
| <b>TOTAL RESERVE</b>                  | <b>177,098.02</b>     | <b>13,631.81</b> | <b>3,000.00</b> |                 | <b>187,729.83</b>     |
| <b>GENERAL FUND</b>                   |                       |                  |                 |                 | 27,855.17             |

**Goostrey Parish Council**  
**Reserves Balance**  
**2024-2025**

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| <u>Reserve</u>     | <u>OpeningBalance</u> | <u>Transfers</u> | <u>Spend</u> | <u>Receipts</u> | <u>CurrentBalance</u> |
|--------------------|-----------------------|------------------|--------------|-----------------|-----------------------|
| <b>TOTAL FUNDS</b> |                       |                  |              |                 | 215,585.00            |

**GOOSTREY PARISH COUNCIL**

**AMENITIES COMMITTEE MEETING 6<sup>th</sup> SEPTEMBER 2023**

**AMENITIES ANNUAL PLAN 2023/24**

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

TR 14/08/23



### Goostrey Parish Council

### Objectives for the years 2020-2024

#### 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 (eg 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. **Completed 2021. Plan is published.**

- 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. **Completed.**

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

Distribution of the Questionnaire both physically and via Survey Monkey and analyse results to take place in 21/22. **Completed**

- 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 joint meeting of Amenities Committee and Environmental Group in January 2021 to consider development of plan. **Ongoing**

- 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.

- 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. **Awaiting response.**

- 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. Revisit in January 2023. It was the view of the VHMC that the provision of EV charging points in the car park was not required at this time, particularly considering the ongoing issues surrounding unauthorised parking.**

- 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.

**The Goostrey Playground Community Project Working Group has been established, reporting to the Amenities Committee and Council. The group are working with ANSA to deliver the project.**

#### Village Hall Management Committee

- A) Create a recovery plan for letting the village hall including managing Covid-19 situation and recruitment of new VH Supervisor.**

A plan to re-open the Village Hall has already been completed. We are currently aiming at re-opening at the beginning of April 2021. **Update:** VH Re-opened in July 2021 and Village Hall Supervisors recruited.

- B) Create a Process to Liaise with other village letting facilities to manage over/under capacity across the village.** Clerk and VH Supervisor once VH has re-opened. **In Progress**
- C) Actively promote availability of the village hall to increase revenue and maximise local social benefits.** This activity is undertaken by the Village Hall Supervisor in consultation with the Clerk. **In Progress**
- D) Village Hall fully operating with improved methods and processes for maximising use for income and social benefit.** This activity is undertaken by the Village Hall Supervisor in consultation with the Clerk. **In Progress.**
- E) Roll out the on-line booking system.** This activity is to be undertaken by the Village Hall Supervisor in consultation with the Clerk and will be carried out within 6 months of the starting date of the new Village Hall Supervisor. **The electronic booking system, Hallmaster, has been implemented.**

#### Finance Committee

- Review the process for obtaining quotes (eg time limit for suppliers on responses) (2022)

#### Planning Committee

- Review updating the Neighbourhood Plan after CEC publish the SADPD (in 2021) **Update:** Possible review following CEC Local Plan consultation.
- Re-Investigate grants/funding for driveways for bungalows on Main Road (in 2021) **Update:** 2022

#### Clerk (supported by the PC where required)

- Achieve The 'Quality Standard' (Local Council Award Scheme) **Completed** 2021
- Encourage residents to report potholes/blocked drains/defective street lighting etc to CEC using the 'Report It' website. **Ongoing**
- Clerk to pass to CEC any complaints about hedges impinging on Footways/Highways and request that the CEC Ward Councillor and Highways Contact carry out a walk round the village once a year. **Update:** Hedges reported to Highways
- Ensure maintenance of road signs (cleaning/trimming back) is reviewed at least 6 monthly (by the Amenities Committee) and any issues passed to CEC for action. **Ongoing.**

#### Individual Councillors

- If approved by PCSO carry out speed watch (post COVID-19) on traffic approaching the station bridge to see if the rumble strips are working. **Cllr Rathbone**
- Deliver 'Speedwatch' enhancements (eg SDU battery change timetable). **Cllr Rathbone**
- Finalise with CEC and Network Rail whether traffic lights and a walkway can be solutioned in addition to signage – **Cllrs Morris & Rathbone. In progress.**
- Create a strategy/plan to address social isolation in Goostrey – **Clerk to liaise with local groups and report to the Council.**
- Assist FOGS with plans to bring the Goostrey Station Building into beneficial use for the community, including facilities such as WC, cycle shelter. **Cllr Roberts**
- Create a strategy and have a working relationship with Sibelco that delivers the best outcomes for Goostrey. **Cllr Roberts - Ongoing**
- Investigate what is feasible in relation to establishing a Youth Council. – **Cllrs Roberts & Sulej – Update: Initial investigation revealed that as Holmes Chapel School serves the village, students already had the opportunity to join the Holmes Chapel Youth Council. Complete.**

Adopted at the Meeting of Goostrey Parish Council on 15<sup>th</sup> December 2020. Updated March 2024.

# Goostrey Parish Council

## Project List for 2020 - 2024

| No.   | Project title                                   | Summary   | Justification  | Funding Requirements                          | Funding Source(s)      | Responsible Member/ Committee     | Planning period           | Recommendation          |
|---|---|---|--|---|------------------------|-----------------------------------|---------------------------|-------------------------|
| <b>Planned projects of the Parish Council and Included in the 3 Year Budget Plan</b><br>Projects allocated to the appropriate committee and approved by Council |   |   |  |   |                        |                                   |                           |                         |
| 1   | Village Hall – Hall and Lounge Lighting Project | To replace the main lights and spot lights in the hall to LED and to supplement the lighting in the lounge with individually controlled spot lights.            | The change to LED lighting in the Hall if for reasons of economy of electrical bills going forward and the spot lights are no longer functional.<br>The additional spot lights in the lounge are to improve the low level lighting for social functions<br><br>Complete work 2020/21 | Funding from Cap Reserves £3000 for 2020/21   | Parish Council Project | Village Hall Management Committee | 2019/20 Planning complete | Completed in June 2021. |
| 2   | Village Hall – Bar Servery Replacement          | To replace the dated pine clad bar server with a more modern bar and to add a fire proof and acoustic roller shutter to divide the lounge from the kitchen area | The kitchen was upgraded in 2017 and residents using the hall have been indicating that the servery should be updated in keeping with the kitchen.   | Funding from Cap Reserves £15,000 for 2020/21 | Parish Council Project | Village Hall Management Committee | 2019/20 Planning complete | Completed in June 2021. |



## Goostrey Parish Council

|    |   |   |   |   |                        |                                   |                           |                             |
|----|---|---|---|---|------------------------|-----------------------------------|---------------------------|-----------------------------|
| 3. | New Bench on Booth Bed Green                          | To replace the existing hard standing and to install a new bench  | The bench which was originally at this location was donated by the Royal British Legion Women's Section. Unfortunately it had to be removed 2 years previously as it was beyond repair. Since it was removed residents had indicated it should be replaced. | Funding from Gen Reserves £850 for 2020/21  | Parish Council Project | Amenities Committee               | 2019/20 Planning complete | Completed in February 2021. |
| 4  | New Speed Indicator Device for Shearbrook (Main Road) | To replace the SID at Shearbrook on Main Road with a new unit which incorporates data collection and remote data transfer | The unit on Booth Bed Lane failed and was beyond repair. The Council decided to move the unit at Shearbrook to Booth Bed Lane and put the new SID at Shearbrook as this is where the deterrent is required. Data is reported to the Council monthly.        | Funding from Gen Reserves £3000 for 2020/21 | Parish Council Project | Amenities Committee               | 2020/21 Planning complete | Completed in January 2021.  |
| 5  | Village Hall Floor Refurbishment                      | To strip, sand and re lacquer the hall floor  | Annually the hall floor is cleaned and resealed. Last year the resealing did not work well and the recommendation was to sand and reseal the floor.   | Funding from Gen Reserves for 2020/21       | Parish Council Project | Village Hall Management Committee | 2019/20 Planning complete | Completed in June 2021.     |

## Goostrey Parish Council

|   |  |  |   |   |                        |                                   |                           |  |
|---|--|--|---|---|------------------------|-----------------------------------|---------------------------|--|
| 6 | Village Hall Planting Project              | To lay a path along the front of the Village Hall Lounge and plant the border with shrubs and summer bedding plants  | The large border at the front of the Village Hall was full of very overgrown and woody shrubs which were past their best and blocked light to the lounge.                   | Funding from Gen Reserves and donations from residents £1000 including £55 donations. For 2021/22       | Parish Council Project | Village Hall Management Committee | 2019/20 Planning complete | Completed in May 2021.   |
| 7 | Telephone box/defibrillator cabinet Refurb | To strip and refurbish the telephone box which houses one of the Village defibrillators  | The phone box was purchased by the Parish Council some years ago and was in need of stripping and repainting to improve aesthetic appearance and protect the defibrillator. | Funding from Gen Reserves £2500 For 2021/22   | Parish Council Project | Amenities Committee               | 2020/21 Planning complete | Completed in November 2021.  |
| 8 | Remembrance Crocuses on Church Bank Corner | To plant 400 crocuses of the variety "Remembrance" to remember those who suffered loss and hardship during the Pandemic. A plaque to be placed on the bench opposite the planting. | This project was in consultation with St Luke's Church.   | Funding from Amenities Budget for 2021/22   | Parish Council Project | Amenities Committee               | 2020/21 Planning complete | Completed in November 2021.  |
| 9 | Village Environment Improvement Project    | To engage with residents regarding areas for improvement in the Village.   | Survey to be sent out in paper and electronically Feedback from residents to be collated and then   | Funding from Gen Reserves £600 for the survey and additional works to be specified as separate projects | Parish Council Project | Amenities Committee               | 2020/21 Planning complete | Survey completed April 2021. Project Plan is monitored and updated by the Amenities Committee as elements are brought forward and completed. |

## Goostrey Parish Council

|     |  |   |   |  |                        |                                   |                              |  |
|-----|--|---|---|--|------------------------|-----------------------------------|------------------------------|--|
| 10. | Booth Bed Lane Play Area Improvements                        | New equipment or facilities.  | Approximately £40k is available via S 106 payments relating to a housing development nearby.  | Further grant funding will be sought if it is agreed that the scope of the project exceeds the S106 funding. | Parish Council Project | Amenities                         | January 2023 – December 2023 | Consultation with residents has taken place and a Working Group of residents and Parish Councillor has been established to progress the project through to conclusion. Deadline – August 2025. |
| 11. | Replacement Windows for the Parish Office and Committee Room | To upgrade the windows in the Parish Office and Committee Room  | The windows in the Village Hall were replaced in 2019 with the exception of these rooms. Whilst functional, the rooms would benefit from double glazed windows. | Estimate of £4000  | Parish Council Project | Village Hall Management Committee |                              | To be completed in 2023  |
| 12. | Village Entrances Projects                                   | The Amenities Committee has identified two entrances to the Village and for which aesthetic improvements need to be made.                                       | A number of improvements to these areas were suggested in the Village Environmental Improvements Survey and these are currently being developed                 | Funding from Capital Reserves Estimate £7,650  | Parish Council Project | Amenities Committee               |                              | Boothbed Lane/Main Road Junction Village Entrance completed January 2023. Church Bank – Quotations sought and work to commence June 2024.  |
| 13. | Environmental Hedge at Shearbrook Bank                       | An area listed for improvement is the top of the Shearbrook Bank, it is proposed that a hedge of native hedging is planted to obscure the fence and to increase | This was brought up as part of the feedback from the Village Environmental Improvements Survey  | Funding from Capital Reserves Estimate £950  | Parish Council Project | Amenities Committee               |                              | Completed December 2022.   |

## Goostrey Parish Council

|     |                                       |   |   |  |                        |                     |  |   |
|-----|---------------------------------------|---|---|--|------------------------|---------------------|--|---|
|     |                                       | plants available to pollinators.  |   |  |                        |                     |  |   |
| 14. | New Bench for the Bog Bean            | To install a new bench  | One of the existing benches is not economical to repair   | Funding from Capital Reserves Estimate £900  | Parish Council Project | Amenities Committee |  | Completed June 2023.                                      |
| 15. | The Queen's Platinum Jubilee Event    | An event to take place between 2 <sup>nd</sup> and 5 <sup>th</sup> June at the Village Hall. Details to be determined | This may be an afternoon tea and an exhibition but more work needs to be done to define the event and liaison with other groups in the village is essential | Funding from Gen Reserves £1000 For 2022/23  | Parish Council Project | Amenities Committee |  | Parish Archive exhibition and afternoon tea held in 2022. |
| 16. | New Christmas Lights for the Bog Bean | To install a new Christmas Lighting scheme on the Bog Bean  | Existing lighting has reached the end of its life and needs replacing.  | Funding from Gen Reserves £2000 for 2022/23. Much of the work was done FOC by a resident leaving reserves for 2023/24. | Parish Council Project | Amenities Committee |  | Completed November 2023.                                  |

## ***Goostrey Parish Council***

|     |                           |  |   |  |                        |                    |  |   |
|-----|---------------------------|--|---|--|------------------------|--------------------|--|---|
| 17. | Neighbourhood Plan Review | To review the Neighbourhood plan made in 2017. | Review is necessary due to more recent changes to NPPF and Cheshire East Local Plan and SADPD | Funding from Gen Reserves £12000 for 2022/23 | Parish Council Project | Planning Committee |  | The Planning committee reviewed the NP and agreed that an update was not required at this time. The money will be left in reserve as a review will be required in the future. |
|-----|---------------------------|--|---|--|------------------------|--------------------|--|---|

| 0 <b>Proposed projects yet to be adopted by the Parish Council</b>   |                                      |  |  |   |                        |                                   |  |  |
|--|--------------------------------------|--|--|---|------------------------|-----------------------------------|--|--|
| Projects that have been proposed but not necessarily fully defined. These proposed projects have not, as yet, been adopted by the Council. If adopted they will be allocated to the appropriate category and committee |                                      |  |  |   |                        |                                   |  |  |
| 1.   | Village Hall Replacement Loft Ladder | Replace the existing aluminum ladder with a more robust ladder | This project has been instigated as the current ladder, whilst adequate could be improved. The ladder is only used by Staff. | Estimate of £500                            | Parish Council Project | Village Hall Management Committee |  | Due to the removal of most of the stored items in the loft and the very few times access is required by staff, the current ladder was deemed adequate and this item was removed. |
| 2.   | Improvement of Grassed areas         | Work to tidy and improve some grassed areas in the village     | Needs further investigation  | Funding from Capital Reserves Estimate £825 | Parish Council Project | Amenities Committee               |  | To be completed by 2024  |
| 3.   | Village Gates Project                | To install Village Gates for traffic calming                   | Exact details to be defined  | Funding from Gen Reserves Estimate £7000    | Parish Council Project | Amenities Committee               |  | During 2024/25   |

|    |                       |  |   |  |                        |                     |  |             |
|----|-----------------------|--|---|--|------------------------|---------------------|--|-------------|
| 4. | Station Bridge        | Concept stage. Safety initiative for residents using the bridge. | Liaison progressing with CEC Highways.  | Preliminary estimates to be prepared               | Parish Council Project | Amenities Committee |  | Post 2025   |
| 5. | Average Speed Cameras | To install average speed cameras in the Village                  | This is currently at the feasibility/investigation stage. The Parish Council has applied to join a pilot scheme | Possible Funding from Gen Reserves of up to £50000 | Parish Council Project | Amenities Committee |  | By end 2024 |