



# Goostrey Parish Council

## DOCUMENT PACK FOR THE AMENITIES COMMITTEE MEETING on Wednesday 3<sup>rd</sup> July 2024

### Agenda

1. **Election of Committee Chairman**
2. **Election of Committee Vice Chairman**
3. **Declarations of Interest:** To receive any declarations of interest.
4. **Apologies for Absence:** To receive any apologies for unavoidable absence.
5. **Minutes of the Meeting on 1<sup>st</sup> May 2024.** View minutes at [Amenities Committee Meeting Minutes 1st May 2024](#)
6. **Tree Report:** To receive a report from the Tree Ranger.
7. **Budget Review and Monitoring:** To review the budget and address any areas of concern. **See page 2.**
8. **Village Maintenance and Equipment Checks:**
  - a) **Defibrillator Maintenance:** To receive an update from the Clerk.
  - b) **Cleaning:** To confirm that the cleaning of the Telephone kiosk, benches and noticeboards have been carried out.
  - c) **Village Hall Bench:** To confirm that the bench has been secured and cleaned and will be added to the annual inspection.
  - d) **Bleed Control Kit:** To consider and approve the introduction of a bleed kit to the telephone kiosk. **See page 5.**
9. **Annual Plan:** To review progress and update as required. **See page 7.**
10. **Strategic Plan:** To review and approve the objectives and projects for the new Strategic Plan as it relates to the Amenities Committee. **See page 8.**
11. **Events:** To receive an update on event planning:
  - a) **Christmas Lights Switch On Event:** To receive an update on from the Clerk.
  - b) **Seniors Christmas Lunch:** To make recommendation to the Finance Committee on the cost per head for the lunch. **See page 15.**
12. **Goostrey Playground Community Project:** To receive an update from the project working group.
13. **Review of Council's Environmental Policy:** To review and approve any amendments to the policy. [View policy](#)
14. **Correspondence:** To review any correspondence received since the last meeting.
15. **Minor items and matters for the next meeting.**
16. **Date of the next Amenities Committee Meeting:** Wednesday 11<sup>th</sup> September 2024.
17. **Close meeting**

## Summary of Receipts and Payments

Cost Centre 2

**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	253.68	4,246.32	4,246.32 (94%)
30	Graveyard Maintenance				2,600.00	50.00	2,550.00	2,550.00 (98%)
31	Lengthsman Service				250.00		250.00	250.00 (100%)
33	Speedwatch				800.00	38.00	762.00	762.00 (95%)
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>341.68</b>	<b>10,008.32</b>	<b>8,958.32 (78%)</b>

**Summary**

<b>NET TOTAL</b>	<b>1,050.00</b>		<b>-1,050.00</b>	<b>10,350.00</b>	<b>341.68</b>	<b>10,008.32</b>	<b>8,958.32 (78%)</b>
<b>V.A.T.</b>					<b>68.34</b>		
<b>GROSS TOTAL</b>					<b>410.02</b>		

**Notes**

Items invoiced but yet to be paid:

Cost Codes 29/30 - There is an invoice for May and June from Congleton Town Council totalling £607.36

Cost Code 31- There are two invoices from CTS Property Services. One for £80 to clean the telephone box, noticeboards and benches. The other invoice is for £20 to replace the damaged traffic mirror on Main Road.

**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
CIL Payment		1,215.30			1,215.30
<b>Total Capital</b>	<b>24,399.36</b>	<b>1,215.30</b>			<b>25,614.66</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	260.40		2,596.77
D-Day Events 2024	2,857.17	142.83	3,000.00		0.00
Christmas Lights Switch On event 202	838.54				838.54
4Village 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		0.00
<b>Total Earmarked</b>	<b>152,698.66</b>	<b>13,631.81</b>	<b>4,600.90</b>		<b>161,729.57</b>
<b>TOTAL RESERVE</b>	<b>177,098.02</b>	<b>14,847.11</b>	<b>4,600.90</b>		<b>187,344.23</b>

**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>GENERAL FUND</b>					22,065.15
<b>TOTAL FUNDS</b>					209,409.38

## Item 8d Bleed Control Kit

It was suggested at the last meeting that a bleed control kit could be installed in the Telephone box on Main Road with the defibrillator. The kits are designed to provide immediate, lifesaving intervention for individuals experiencing severe bleeding due to traumatic injuries.

The Telephone box has a space below the defibrillator of approximately 73cm x 83cm where a kit could be installed.



### Heartsafe

The standalone bleed kit dispenser costs £199 (excl. VAT) and comes with one bleed kit.

[Bleed Kit Dispenser 'Standalone' Model 2 | HeartSafe® AED Locator](#)

Additional bleed control kits are available to purchase at £85 (excl. VAT) each.

[Community Bleed Control Kit | HeartSafe® AED Locator](#)

### Control the Bleed (Turtle Engineering)

This company supports the Daniel Baird Foundation by donating £5 from every bleed kit and £10 from every cabinet purchased.

The unlocked cabinet costs £310 (excl. VAT) without a kit and £385 with a kit. The dimensions are 400mm x 400mm x 200mm (HxWxD).

[Unlocked Emergency Bleed Control Cabinet and Kit \(optional\) - Turtle Engineering \(turtledefibcabinets.co.uk\)](#)

Additional bleed control packs cost £85 (excl. VAT)

### Mere Supplies

The bleed control bag with one kit costs £108.33 (excl. VAT) and replacement kits cost £70.83 (excl. VAT)

[Bleed Control Kits | MERE Supplies](#)

### **Amenities Committee Annual Plan 2024/2025**

- 1.** Annual Maintenance Programme – Monitor and achieve planned maintenance programme by contractor Congleton Town Council.
- 2.** Bogbean Christmas Lights – Monitor effectiveness of lighting including planning and management of event.
- 3.** Seniors Christmas Lunch – Plan and provide event.
- 4.** Environmental Improvements Programme – Implement approved works at:
  - a)** Church Bank Village Entrance – work contracted, start date June.
  - b)** Primrose Chase
  - c)** Station Area
  - d)** Boothbed Lane Green - Completed
  - e)** Outside Mini Market Main Road.
- 5.** Boothbed Lane Play Area Improvements – Support the Working Group to achieve the improvements. S106 Funding to be committed/used by August 2025. Contributing third party funds approved by the Parish Council to secure an FCC grant.
- 6.** Commemoration of 80th Anniversary of D Day 6<sup>th</sup> June 2024 – Support volunteer group to deliver the event on 8<sup>th</sup> June 2024. Grant funding provided.

**Draft Project List for 2024 - 2028**

No.	Project Title	Summary	Justification	Funding Requirements	Funding Source(s)	Responsible Member/ Committee	Planning period	Recommendation
<p><b>Planned projects of the Parish Council and Included in the 3 Year Budget Plan</b>                      Projects allocated to the appropriate committee and approved by Council</p>								
1	Village Environment Improvement Project	Public survey completed April 2021. The program of improvements is monitored and updated by the Amenities Committee as projects are brought forward for completion.	Remaining projects requiring scoping are as follows: <ul style="list-style-type: none"> <li>• Primrose Chase</li> <li>• Station Area</li> <li>• Outside Mini Market Main Road.</li> </ul>	Funding from Capital Reserves. The Village Projects Reserve balance is £6,630	Parish Council Project	Amenities Committee	2024 – 2028	
2	Booth Bed Lane Play Area Improvements	New equipment and facilities for the play area.	Approximately £40k is available via S106 funding. Consultation with residents has taken place and the Goostrey Playground Community Project	The council has placed £10,750 in Earmarked Reserves as a third party contribution to access a larger (£100,00) FCC	Parish Council Project	Amenities Committee	Deadline – August 2025.	



			Working Group has been established, reporting to the Amenities Committee and Council. The group is working with ANSA to deliver the project.	grant.				
3	Village Entrances Project	The Amenities Committee 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. The Boothbed Lane/Main Road Junction Village Entrance was completed January 2023. Work to Church Bank has been scoped and the work contracted.	Funding from Capital Reserves Village Entrances Project £3,248.63	Parish Council Project	Amenities Committee	Work to commence June 2024	Church Bank Village Entrance – Quotations sought and work to commence June 2024.
4	Village Gates Project	To install village gates as a visual speeding deterrent.	Feasibility needs to be defined and approved.	Suggest funding from Capital Reserves in the first instance. £4,606 available in unallocated	Parish Council Project	Amenities Committee		

				capital reserve. Original estimate £7,000. General Capital Reserve currently stands at £4,606. Any underspend from the Village Entrances Project (approx. £1,000). Otherwise general reserves.				
5	Improvement of Grassed areas	Work to tidy and improve some grassed areas in the village.	Needs to be investigated and requirements defined	Funding from General Reserves?	Parish Council Project	Amenities Committee		

6	Average Speed Cameras	To install average speed cameras in the village.	Applications to join pilot schemes have been unsuccessful.	Funding from General Reserves?	Parish Council Project	Amenities Committee		
7	Village Survey	To identify what improvements residents would like to see following the last survey in 2021.	To provide ongoing engagement with residents and inform future project plans	Funding from General Reserves approx. £1,000?	Parish Council Project	Amenities Committee		
8	Repainting the Main Hall	Required to maintain the hall in good condition.	Regular repainting of at least the lower walls is required to keep the hall in good condition for the school and hirers.	Quotes to be obtained. Reserves to be earmarked. School have confirmed that they will contribute.	Parish Council Project	VHMC		
9	Replacement of windows in the Parish Office, Committee Room and toilets.	Replacement of remaining single glazed windows in the Parish Office, Committee Room and toilets.	To reduce energy costs and create a warmer, more pleasant environment for hirers.	Funding earmarked in Capital reserves – Village Hall Projects of £8,800. Funding will also be sought from the	Parish Council Project	VHMC	March 2024 – February 2025	

				Improved, Greener Community Facilities Fund which offers 75% of projects costs up to a maximum of £15,000				
10	Replacement of lighting in the Parish Office and Committee Room.	Replacement of remaining fluorescent lighting in the Parish Office and Committee Room.	To move to more energy efficient LED lighting, as in the rest of the building, especially as these type of bulbs can't be replaced.	Quotes to be obtained. Funding through Capital reserves – Village Hall Projects.	Parish Council Project	VHMC		
11	New ceiling/wall mounted projector screen for the Lounge.	To install a wall/ceiling mounted projector screen in the Lounge. Preferably operated by remote control and perhaps including the projector itself.	The Coronation wall hanging covers a wall that was used to project meeting documents. The current screen is broken and is difficult to set up. This would improve the facility for Village Hall hirers as well as the council.	Quotes to be obtained. Funding from the VHMC budget – Village Hall Improvements	Parish Council Project	VHMC		

12	Neighbourhood Plan Review	To review the Neighbourhood Plan Made in 2017.	Review will be required in light of the changes to the CEC Local Plan.	Funding from existing Earmarked reserves £12,000	Parish Council Project	Planning Committee	Timescales will depend on the completion of the Local Plan.	
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## Notes

Following work to the Strategic Plan at the last meeting, there was a review of the results of the 2021 village questionnaire to see if there were any suggestions which, having not been included in the first plan, could potentially be taken forward now we are reviewing the strategic plan. Suggestions and comments below:

**Churchbank** – A Goostrey Village Sign (as at The Bogbean): Unsure how visible this would be or if the tree would cause a problem and possibly the overhead wire. [Village sign would require approval of Highways as it is their verge and licence fees. Suggest not feasible due highways visibility and safety issues.](#)

A local history of Goostrey plaque: Could highlight (amongst lots of other things) that the church location was considered an important ritual site prior to Christianity. Could make it a trail if there was enough to put on. [Plaque could, however, been viewed as undesirable "clutter" with information better displayed elsewhere.](#)

**Boothbed Lane Green** – Information board about the Rose Day procession (always associated with this spot): [Is there a need or overall benefit for permanent display for single day annual event?](#)

**Shear Brook Bank** – Remove box hedge: The hedge performs a road safety function and is not just decorative. [Support retention of Box hedge - Originally planted to stop parking on the wide verge for which it is effective.](#)

**The Bog Bean** – Village Green Status: Suggest adding this to the objectives document. Submission of this document was acknowledged on 8th June 2023 but has not yet been formally accepted as a valid village green application as it has not yet gone through the initial assessment.

**Sandy Lane/Boothbed Lane Junction** – More trees and wildflowers: More trees and wildflowers - [Any changes to verges have generally become too hard in view of CEC recent advices.](#)



# Goostrey Parish Council

## Objectives for the years 2024-2028

### Amenities Committee

1. Implement the works remaining on Environmental Improvements Plan identified by the Village Improvements Survey:
  - a) Church Bank Village Entrance – work contracted, start date June 2024.
  - b) Primrose Chase
  - c) Station Area
  - d) Boothbed Lane Green - Completed
  - e) Outside Mini Market Main Road.

A detailed specification and scoping document will be provided for each project based on the requirements in the Environmental Improvements Plan, which will be agreed by council.

2. Define and consider the feasibility of installing village 'gates' as visual speeding deterrents.
3. Support the Goostrey Playground Community Project Group to achieve the improvements to the Boothbed Lane Play Area. S106 Funding to be committed/used by August 2025. Contributing third party funds approved by the Parish Council to secure an FCC grant.

### Village Hall Management Committee

1. Consider the potential to provide electric car/van charging points (environmental improvement) at the village hall at regular intervals.
2. Repainting of the Main Hall. Clerk to obtain quotes and the school have confirmed that they will make a contribution to the cost.
3. Replacement of remaining single glazed windows in the Parish Office, Committee Room and toilets. Quotes have been obtained for fitting the new windows and carrying out the R&D survey for asbestos. Clerk to investigate removal of identified asbestos if possible and to include a contingency for this and any other measures required during work, such as air testing.
4. Removal of asbestos in the Village Hall where it is identified as a proactive measure for the future of the building.
5. Replacement of remaining fluorescent lighting in the Parish Office and Committee Room. Clerk to obtain quotes.
6. New ceiling/wall mounted projector screen for the Lounge. Clerk to obtain quotes.

### Finance Committee

1. Review the Council's deposit accounts with a view to gaining online access to accounts and to ensure the best interest rates are obtained.
2. To consider creating a Reserves Policy.

### Planning Committee

1. To fully engage with the CEC's new Local Plan consultations.
2. To review the Neighbourhood Plan in light of the changes to the Local Plan.

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

### Individual Councillors

## Item 11d Seniors' Christmas Lunch

### Traditional Served Christmas Menu

#### Starter Course

Select 2 Starters from list attached

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#### 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 (£22.92 excl. VAT) per person ~ 3 Courses**  
**£24.00 (£20 excl. VAT) per person ~ 2 Courses**

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

#### **Notes**

The Committee has already selected the 3 course option at £22.92 per head excl. VAT. The receipts budget for this year is £1,050 and the payments budget is £1,950 based on 100 attendees.

Attendance has been in decline since the event returned after Covid and last year was just over 50 at £9.50 per ticket.

Actual receipts were £513.50, actual payments were £1,135.65.

### Selection of Starters

Homemade Soup Served with Fresh Homemade Bread Roll & Butter  
(Farmhouse Vegetable, Leek & Potato, Cream of Watercress, Cream of Mushroom,  
Cream of Celery, Carrot & Coriander, Tomato & Red Pepper or one of your own choice)

Dove Tail of Melon with Prawns & Marie Rose Sauce

Half a Crown of Melon filled with Seasonal Fresh Fruits

Parma Ham & Melon Salad  
Rosettes of Parma Ham served with dove tail of Melon served on a bed  
of fresh orange slices and green leaves.

Warm Goats Cheese served on a Crostini of bread, Mixed Pepper & Green Salad  
& finished with Red Onion Marmalade

Deep Fried Brie Served with a Raspberry and Cranberry Coulis

Oak Smoked Salmon served on a bed Potato Salad with Mixed Leaves  
Finished with fresh chives and cracked black pepper

Fresh Salmon, Lemon & Dill Pate  
Served with Melba Toast

Creamy Garlic & Stilton Mushrooms served with a Crostini of Bread

Traditional Prawn Cocktail served with Crusty Granary Bread

Duck Liver Mousse Pate with Orange & Cognac Liqueur served with Granary Bread & Autumn Fruit Chutney

Chicken Caesar Salad  
Char Grilled Fillet of Chicken served on a bed on Green Leaves with Crispy strips of Bacon  
Finished with Croutons, Parmesan Cheese and Caesar Dressing

Tempura Battered King Prawns  
Served with Sweet Chilli Dipping Sauce



**Selection of Homemade Dessert**

Fresh Raspberry Pavlova

Hazelnut Meringue (*Contains Nuts*)

Black Forest Gateau

Chocolate and Mandarin Gateau

Chocolate & Red Cherry Roulade

Banoffee Pie

Lemon & Orange or Lemon & Lime Cheesecake

Oreo Cheesecake

Passionfruit Cheesecake

Raspberry & White Chocolate Cheesecake

Baileys Cheesecake

Iced Apple Pie

Profiteroles & Chocolate Sauce

Sherry Trifle

Rich Chocolate Torte

Lemon Meringue Pie

Lemon Meringue Roulade

Mixed Berries Roulade

Pecan & Toffee Roulade (*Contains Nuts*)

Rich Chocolate & Orange Mousse

Tiramisu

Hot Sticky Toffee Pudding with Hot Toffee Sauce

Hot Fruit Pie served with Homemade Custard

Tropical Fresh Fruit Salad

Traditional Christmas Pudding & Warm Brandy Sauce