



Stanway

Parish Council

DEPUTY CLERK'S REPORT FOR COMMUNITY ASSETS - February 2021

Asset	Task	Status	Finance	Progress
Lucy Lane South Play Area	Replace General maintenance	ROSPA advice for new bark chippings – Dines booked. Cost £500.00 in budget.	Finance up to £50,000, scheduled 2021/22 £500.00 for bark.	ROSPA inspection 14th January 2021. Bark replenished.
Silver Witch Green:	General risk management Legal agreement with CBC Adult gym equipment	Formal letter from DL/JS about ownership. Robert Pomery - Planning Consultant Contract - Caloo.	£2,000 annual budget £1,800 planning cost. 2020/21: Finance £20,000 Finance up to £50,000 scheduled 2022/23	ROSPA 14th January 2021. Public consultation complete. Planning application submitted to CBC. Caloo ready to start work once planning permission achieved. Tree/shrub planting - Woodland Project.
Garage/workshop	Required for tools, materials, etc. to enable self-sufficiency / cost-savings, plus safe garaging of van	Concrete base complete. Shed installation complete. Electricity supply in process. Shelving. H&S assessment.	Budget 20/21: £25,000.00 Spend to date: £17,743.00 Remaining budget: £7,257.00	Installation complete. Electricity connection in process.
Grounds Maintenance	Grass cutting, hedge trimming. Restore 2m firebreak on SWG. London Road hedge.	Dines Agri Services began 1 st April 2020. Agreed terms for 3 year contract. Completely overgrown.	£500.00 per month. Additional £100.00 pa for 2022/3.	Proposal for three year contract. Dines asked to quote to restore to 6 feet.
Streetlights	On-going maintenance Upgrade Unmetered energy supply	Spoken to consultant, Lorraine Calcott. Salix helping with tender proposal.	Finance up to £40,000 scheduled 2020/21 Independent survey £4,265.06	Survey completed apart from UKPN streetlights. Next stage of tender to be decided. Paper presented to CGC.
Noticeboards	Replace Lucy Lane North Regular inspections	Funding: Mersea Homes – agree in principle	2020 Budget - £2,500 £2,000 pa thereafter.	Three noticeboards ready for delivery. Delivery delayed.



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	New boards in Tollgate/new developments	Persimmon Homes – £1,000 grant received Church Manor – funding agreed RF West Ltd, Cala Homes, British Land all contacted.	£5,334.00 including delivery and installation. Applying for s.106 funds (CC/AW)	1. Lakelands Primary (Wagtail Mews) - agreed 2. Warren Farm/Dale Close – confirmed (site ready for installation) 3. Villa Road outside Victory Hall - proposed.
Waste collection	Emptying bins	TBS Hygiene Ltd began work 1 st April 2020.	£355.00 per bin.	Two new bins installed in Drought Garden. Proposal for three year contract.
Tollgate Car park drains	Repair/risk management	Clearance undertaken summer 2019 - rolling contract required.	£5,000.00 in carpark budget. £2,500 for tests	BC cleared drains with pressure washer. Quotes for porosity test in preparation of replacing soakaways and drains
Tree maintenance	3 year cycle schedule/risk management	Contract: TWH Tree Services	£3,000 annual budget	Tree mapping complete.
Van acquisition	Parish wide maintenance	Barry's licence / vehicle lease	£2,500 annual budget	E-cargo bike?
Tollgate Car Park	Extension	Planning permission may be required	£150.00 £4,000.00	Surface damage repaired. Overhanging trees cut back. Possible extension agreement with Sports England. Survey of whole area?
Drought Garden	Upgrade Lighting Improvements	Problems with anti-social behaviour. Investigation into land ownership. Legal advice sought. Letter sent to JLG Ltd.	Budget/ Reserve £5,000 pa from 2021 £1050.50 plus VAT to improve lighting. £1,230.00 for general maintenance. Legal costs to date: £450.00	Lighting upgrade complete. General maintenance continues. New planting in hedges. Tree limb to be removed and trespassing tree cut down. JLG proposal for redesign to be considered. SPC ownership of property unconfirmed. Legal advice received. Letter to JLG requesting transfer.
Footpath 42 and The Folley	Maintenance Signage		£1,000 2020 Reserve, then £2,000 pa £450.00 budget for cleaning trolley.	BC cleared path and cut back overhanging trees.



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Bus shelters Swan Green bus shelter	Maintenance Replacement	Application with ECC Andrew Baker – The Shed Man	SPC Bus shelter reserves 2020/21 £3000.00 SPC Bus shelter reserves 2021/22 £500.00 With grants: £7,800.00	Application made for LHP grant - £1,600.00. Additional grants from Fiona Maclean and Paul Dundas. Wooden bus shelter on order. Application made to Essex Highways.
Burial Ground	Build Memorial Wall	Tap installed. Hose stored in shed. BC to take-over maintenance. £600.00 budget for hand-push petrol lawnmower.	£5,500.00 in 20/21 budget.	Water supply connected. Purchase of additional tools. Tree planting as part of Woodland Project.
Village Halls	Water pressure Finalise legal agreement. Review SVHMC MoU	See Refurbishment report Sept/Oct 2020	£5,567.00 in contingency reserves.	Laurel tree plants planted. Contacted Manager of Homebase- overhanging trees. MOU and insurance documents received.
New Community Centre and Country Park	Transfer of lease. Design Potential clients – Scouts?	Mid/late 2021 completion?	Likely maximum annual cost £60,000 pa (i.e. no income)	CBC arranging long-term lease. Revised designs under consideration.
Sports Field	Outdoor use by SVHMC clients	Contracts re charges and liability. Community space in demand by other groups.		Contracts signed for use of Sports Field – Colchester Fitness and Stanway Villa.



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G - Comm Assets - Grounds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	General repairs				1,500.00	335.28	1,165	1,165
28	Car Park repairs				5,000.00	150.00	4,850	4,850
29	Play equipment Reserve				5,000.00	180.00	4,820	4,820
30	Play area signs				250.00		250	250
31	Grounds maintenance				10,000.00	10,331.09	-331	-331
32	Play area bark				2,000.00	1,455.82	544	544
33	Tree maintenance				5,000.00	2,900.00	2,100	2,100
34	Youth Pod / Outdoor Gym				20,000.00	1,710.00	18,290	18,290
35	Play area benches/bins				1,000.00		1,000	1,000
42	Pest control				500.00		500	500
52	MW Consumables				450.00	493.98	-44	-44
90	Safety Inspections				500.00	235.00	265	265
94	Vehicle lease				2,500.00		2,500	2,500
95	Workshop/store				25,000.00	19,623.52	5,376	5,376
	SUB TOTAL				78,700.00	37,414.65	41,285	41,285

H - Comm Assets - Streets

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Bus Shelter Reserve				1,500.00	1,780.00	-280	-280
49	Notice Board Reserve				4,200.00	4,170.00	30	30
50	Street Light Costs				5,000.00	4,891.40	109	109
51	Street Light Reserve				40,000.00	1,050.50	38,950	38,950
81	Street signs etc				2,000.00	1,880.00	140	140
84	Street lighting electricity				4,000.00	3,739.78	260	260
	SUB TOTAL				56,700.00	17,471.68	39,228	39,228



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I - Comm Assets - Halls

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	Architectural and other fees					90.00	-90	-90
88	Contingency Reserve				14,260.00	6,331.25	7,929	7,929
SUB TOTAL					14,260.00	6,421.25	7,839	7,839

J - Comm Assets - Burial Gds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
55	Burial Ground Income	2,000.00	150.00	-1,850				-1,850
56	Tree sponsorship		5.00	5				5
57	BG Maintenance				2,000.00	215.70	1,784	1,784
58	BG Reserve				5,500.00		5,500	5,500
SUB TOTAL		2,000.00	155.00	-1,845	7,500.00	215.70	7,284	5,439

K - Comm Assets - MPGA

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
60	MGPA Income	4,000.00	480.00	-3,520				-3,520
61	Maintenance				5,000.00		5,000	5,000
62	Stationery				100.00		100	100
63	Lease				100.00	50.00	50	50
64	Specialist fees				500.00	520.16	-20	-20
65	Electricity				300.00	174.73	125	125
67	Repairs							
68	Replacement Reserve							
SUB TOTAL		4,000.00	480.00	-3,520	6,000.00	744.89	5,255	1,735