



SHAVINGTON
CUM
GRESTY

Shavington-cum-Gresty Council
Community and Engagement Committee
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk

22 June 2023

To: **Members of the Community and Engagement Committee**

Dear Councillor,

You are summoned to attend the extraordinary meeting of the **Community and Engagement Committee** to be held at **7:30PM** on **Wednesday 28 June** at **Shavington-cum-Gresty Village Hall, Main Rd, Shavington, CW2 5DP**.

Your sincerely,

Simona Garner
Parish Clerk

AGENDA

1	To elect the Chair and Deputy Chair
2	To receive and consider apologies for absence
3	To note declarations of Members' interests
4	To note the terms of reference for the Community and Engagement committee (attached)
5	To consider the appointment of non-Parish Councillors Members to the Committee as representative of the community
6	To confirm and sign the minutes of the Community and Engagement Committee Meeting hold on March 15 2023 (attached)
7	Public Participation

	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
8	To receive and consider the YTD financial position of the Community and Engagement Committee (attached)
9	To receive a final report on #Queenbee project (attached)
10	To receive and consider a recommendation from Parish Council to review the Committee delivery plan for 2023/24 (attached)
11	To receive and consider an update with regards to the Jazz in the Village event (attached)
12	To receive update with regards to the Shavington Village Festival event
13	To receive and consider an update with regards to the plans for the Shavington-cum-Gresty Remembrance Service 2023
14	To consider relevant subjects to be included in the next Parish Council newsletter and date for September edition
15	To receive and consider quotations for printing service of the Parish Quarterly Newsletter (attached)
16	To receive and consider the Creative Design Service's proposal to refresh the look and feel of the Parish Quarterly Newsletter (attached)
17	To review and consider the PCSO community consultation for summer 2023
18	To review and consider the PCSO Priorities for 2023/24
19	To receive and consider requests from local groups with regards to sponsorship and/or support
20	To note the date of the next Community and Engagement Committee Meeting – 13 September 7pm



Report Statement

Meeting: Community & Engagement Committee

Report Purpose: To present Committee ToR

Version Control: v1

Author: Clerk

1. Report Summary

The report presents the Committee ToR for 2023/24

2. Background

On 17 May 2023 the Parish Council approved the Committees Term of References.

3. Position

Members are asked to note the Committee Term of Reference for 2023/24

4. Governance

ScG Parish Council Standing Order
LGA 1972

5. Financial Impact

None

6. Resource Impact

None

7. Wards Affected

All

8. Conclusions

Members are asked to note the Committee Term of Reference.



COMMUNITY & ENGAGEMENT COMMITTEE

Approved by Shavington cum Gresty Parish Council on 17.05.2023
 Reviewed 07.06.2023

SHAVINGTON
 CUM
GRESTY

	7 Members of Authority	Quorum 3
	Meeting will take place every 3 months	
	<p>To communicate with the whole Parish, via a variety of platforms (on-line and off-line) with the aim to support an active and informed community.</p> <p>To bring Shavington-cum-Gresty together by hosting, commissioning, or sponsoring events for the benefit of its residents and the wider community.</p> <p>To lead on the branding and marketing of Shavington-cum-Gresty.</p> <p>All non-committee members may attend meetings of the Committee except for confidential items or matters relating to grievance or discipline and speak at the Chairman's discretion but are unable to vote.</p>	
	Function of the Committee	Delegation of function
PR and Promotion		
1	To co-ordinate and promote access to Council services and assets and public information and to advise Council on a Communications and Marketing Strategy	Strategic overview to Committee Operational management to Parish Clerk
2	To promote the public face of the Council through the management of public and media relations.	Strategic overview to Committee Operational management to Parish Clerk
3	To promote implementation of the Council's strategies in respect of corporate marketing and communication	Strategic overview to Committee Operational management to Parish Clerk
4	To advise Council on adoption of a Publicity Code, Transparency Code and Protocol on communication	Strategic overview to Committee Operational management to Parish Clerk
5	To co-ordinate and deliver the Parish Newsletter (including content type, distribution, advertisements and advertisers). Ensuring the newsletter remains relevant to the community it serves.	Strategic overview to Committee Operational management to Parish Clerk
6	To oversee the Parish Council website	Strategic overview to Committee



SHAVINGTON
 CUM
GRESTY

		Operational management to Parish Clerk
Community engagement		
7	To determine the Parish Council's Events Programme for the coming year, or other time frame as agreed by the Council.	Strategic overview and approval of programme to Committee. Operational management to Parish Clerk
8	To ensure and deliver an events programme that caters for a wide range of tastes and differing age ranges and appeals to both residents and visitors.	Strategic overview to Committee Operational management to Parish Clerk
9	To organise, or partner others to organise events which promote Shavington-cum-Gresty, or help strengthen communities.	Strategic overview to Committee Operational management to Parish Clerk
10	Promotion and protection of the Brand image including advertising campaigns.	Strategic overview to Committee Operational management to Parish Clerk
11	To use the opportunities provided by the events programme to raise the profile of Shavington-cum-Gresty	Strategic overview to Committee Operational management to Parish Clerk
12	To monitor the PCSO activities within the community	Strategic overview to Committee Operational management to Parish Clerk
13	To set and review the PCSO priorities within the Parish	Committee
14	To inform the PCSO of any intervention needed and to highlight any major issues of concern to the main Council	Strategic overview to Committee Operational management to Parish Clerk



SHAVINGTON
CUM
GRESTY

15	Provision, directly or indirectly of Christmas lights within the Parish, Local Government Act 1972. s 144	Strategic overview to Committee Operational management to Parish Clerk
16	To have an oversight of working groups formed to support special events and promotional projects and to give support and advice.	Strategic overview to Committee Operational management to Parish Clerk
17	Power to provide entertainment and support for the arts, Local Government Act 1972, S145	Strategic overview to Committee Operational management to Parish Clerk
18	To support local tourism initiatives to promote Shavington-cum-Gresty	Strategic overview to Committee Operational management to Parish Clerk

NB. Any actions delegated to the Parish Clerk/Proper Officer may in his/her absence be undertaken by the nominated deputy or deputies, if the matter cannot wait until the Parish Clerk's return.

BLANK





SHAVINGTON
CUM
GRESTY

Shavington-cum-Gresty Council
Community and Engagement Committee
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk

17 March 2023

MINUTES of the meeting held on Wednesday 15th March 2023

In attendance: Cllr K Gibbs, Cllr B Gibbs, Cllr McIntyre, Cllr Moore, Cllr Jones, J McIntyre, A George, S Garner

1	To receive and consider apologies for absence
	No apologies were received
2	To note declarations of Members' interests
	No declaration was made.
3	To confirm and sign the minutes of the Community and Engagement Committee Meeting held on January 25 2023 (attached)
	RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was made.
5	To receive and consider the YTD financial position of the Community and Engagement Committee (attached)
	Members NOTED the update
6	To receive update Coronation event in May 2023 To receive a proposal with regard to community group/ 'Big Help' project.
	Members NOTED the update. RESOLVED: that the Community Manager is instructed to continue to proceed with Impact initiative to focus on community groups.
7	To receive and consider proposal from A Capper with regards to Classic Car event.
	Members NOTED the update.

	RESOLVED: that members in agreement in principle to promote the event assuming that it is non-commercial but request more detail.
8	To receive update on ScG Parish Council Jazz event .
	Members NOTED the update.
9	To consider relevant subjects to be included in the next Parish Council newsletter and date for June edition
	<p>RESOLVED: that the recommendation from the Parish Council to include a historical article on ‘Education in Shavington’ is accepted</p> <p>RESOLVED: that the following subjects should be included in the September Newsletter:</p> <ul style="list-style-type: none"> • Chairmans report • Coronation celebrations section • Volunteering opportunities in ScG • Historical Section – Old School • New Parish council (if available in copy date timeline) • Annual report /chairman report for 2021/22 • Planters • New series – organisations in the Parish • PCSO report in more detail • Report on Helen’s community walk • SVFC Summer Festival
10	To receive and consider a proposal to review rules and term & conditions of social media channels owned or managed by the Parish Council. (attached)
	<p>RESOLVED: that the recommendation for the of the groups and page is agreed with the change to the membership amendment of moderator status to volunteers on Shavington Online Community Group</p> <p>RESOLVED: that the recommended rules are adopted with the amendment to rule 9 Only activities or events in the Parish.</p>
11	To consider plan for ScG Parish Council Stall at SVFC Summer Festival
	RESOLVED: The Parish Council would like a stall at the Festival to engage with the community. The budget for the Festival is £500 and is to include promotional material and an activity. Members asked to help on stall during this event.
12	To receive update on ScG Christmas Festival & Carols at Christmas Events.
	<p>RESOLVED: that the Carols for Christmas event is to be held on Saturday 23 December at 4.30pm in Shavington-cum-Gresty Village Hall with a budget £500.</p> <p>RESOLVED: that the Christmas festival event is to be held on Sunday 3 December. The activities to be to the previous year. The Community Manager to investigate sponsorship opportunities for the event. Budget set at £1600 with additional design budget. Local charities to be informed of the date and invited to attend.</p>

13	To receive quotes for the Parish council design service provider 2023-25, and to consider making a recommendation to Full Council to appoint the selected agency (attached)
	RESOLVED: that committee recommend that Quote 3 is adopted by the Parish Council.

Meeting closed: 10:22pm

Clerk: S Randle

DRAFT

Summary of Receipts and Payments

All Cost Centres and Codes

Community & Engagement Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Newsletter: design, printing and				12,400.00	2,336.56	10,063.44	10,063.44 (81%)
21	General Parish Council design a				3,700.00		3,700.00	3,700.00 (100%)
22	PC/VH subscription and adv				1,500.00		1,500.00	1,500.00 (100%)
23	Village Festival				600.00		600.00	600.00 (100%)
24	Christmas/Winter event				3,100.00		3,100.00	3,100.00 (100%)
25	Remembrance Service				4,500.00		4,500.00	4,500.00 (100%)
26	Community events				1,150.00	190.00	960.00	960.00 (83%)
49	Small Grant Scheme				100.00		100.00	100.00 (100%)
55	#QueenBee fund							(N/A)
58	Engagement and Promotion				3,300.00	927.92	2,372.08	2,372.08 (71%)
61	Civic events				2,600.00	1,726.55	873.45	873.45 (33%)
SUB TOTAL					32,950.00	5,181.03	27,768.97	27,768.97 (84%)

Environment & Recreation Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Ground Maintenance - General a				1,000.00		1,000.00	1,000.00 (100%)
28	Ground Maintenance- supplier				15,000.00	3,156.25	11,843.75	11,843.75 (78%)
29	Vine Tree Play area - mainten				1,000.00	15.00	985.00	985.00 (98%)
30	Vine Tree Play Area - Inspection				400.00		400.00	400.00 (100%)
31	Allotment fee	720.00	275.00	-445.00				-445.00 (-61%)
32	Allotment maintenance cost							(N/A)
52	Defibrillator and kiosk				800.00		800.00	800.00 (100%)
54	CIL - Community Infrastructure L							(N/A)
62	New Planters				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL		720.00	275.00	-445.00	19,700.00	3,171.25	16,528.75	16,083.75 (78%)

Finance & Strategy Committee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Staff Expenses				150.00		150.00	150.00 (100%)
4	Stationary				500.00	100.48	399.52	399.52 (79%)
5	Accountancy software				750.00		750.00	750.00 (100%)
6	ICT equipment				750.00	232.77	517.23	517.23 (68%)
9	Audit Fees				1,000.00		1,000.00	1,000.00 (100%)
10	Insurance				3,300.00		3,300.00	3,300.00 (100%)
11	Legal and professional fee				1,500.00	515.00	985.00	985.00 (65%)
12	Subscription (adobe/office/Chalc				4,000.00	1,519.19	2,480.81	2,480.81 (62%)
13	Telephone				743.40	158.74	584.66	584.66 (78%)
14	Website subscription				2,400.00	525.00	1,875.00	1,875.00 (78%)
15	Website transparency				500.00		500.00	500.00 (100%)
16	Misc/Expenses				1,000.00	10.78	989.22	989.22 (98%)
17	Precept	179,592.36	89,796.00	-89,796.36				-89,796.36 (-50%)
18	VAT reclaim							(N/A)
19	Other income							(N/A)

Shavington-cum-Gresty Parish Council

20 June 2023 (2023-2024)

Summary of Receipts and Payments

All Cost Centres and Codes

53 Acquisition projects				4,000.00		4,000.00	4,000.00 (100%)
59 Office costs				6,000.00		6,000.00	6,000.00 (100%)
SUB TOTAL	179,592.36	89,796.00	-89,796.36	26,593.40	3,061.96	23,531.44	-66,264.92 (-32%)

Parish Council Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
51	PCSO funding				37,958.00		37,958.00	37,958.00 (100%)
63	NEW! Notice board Shavington f		4,414.80	4,414.80	4,834.80		4,834.80	9,249.60 (191%)
SUB TOTAL			4,414.80	4,414.80	42,792.80		42,792.80	47,207.60 (110%)

Staffing Committee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Staff Salary				74,000.00	17,000.58	56,999.42	56,999.42 (77%)
2	Payroll Service				800.00	136.50	663.50	663.50 (82%)
7	Staff Training				1,000.00		1,000.00	1,000.00 (100%)
8	Members Training				300.00		300.00	300.00 (100%)
SUB TOTAL					76,100.00	17,137.08	58,962.92	58,962.92 (77%)

Village Hall Committee

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	Suppliers				300.00	14.17	285.83	285.83 (95%)
34	Cleaning Service				5,100.00	1,216.00	3,884.00	3,884.00 (76%)
35	Gas supply				4,450.00		4,450.00	4,450.00 (100%)
36	Power supply				1,500.00	121.00	1,379.00	1,379.00 (91%)
37	Fire equipment				300.00		300.00	300.00 (100%)
39	Online booking system				300.00	24.09	275.91	275.91 (91%)
40	Hygine service				700.00	567.24	132.76	132.76 (18%)
41	Water supply				3,000.00	376.28	2,623.72	2,623.72 (87%)
42	Waste collection				1,680.00	73.06	1,606.94	1,606.94 (95%)
43	PPS/PRS				250.00		250.00	250.00 (100%)
47	General Maintenance				1,500.00	110.00	1,390.00	1,390.00 (92%)
48	Hall hire	13,500.00	2,525.48	-10,974.52		1.00	-1.00	-10,975.52 (-81%)
60	Office costs income	6,000.00		-6,000.00				-6,000.00 (-100%)
SUB TOTAL		19,500.00	2,525.48	-16,974.52	19,080.00	2,502.84	16,577.16	-397.36 (-1%)

Summary

NET TOTAL	199,812.36	97,011.28	-102,801.08	217,216.20	31,054.16	186,162.04	83,360.96 (19%)
V.A.T.		2,372.27			1,316.03		
GROSS TOTAL		99,383.55			32,370.19		

Shavington-cum-Gresty Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 20-06-2023)

Cost Centre Community & Engagement Committee**Code Number 20 Newsletter: design, printing and delive**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
41	13/06/2023	#30511/1692		Parish Council Mai	23924925	Marketing & Newsletter	FearNaught	S	927.92	185.58	1,113.50
43	13/06/2023	3424332		Parish Council Mai	23925412	Printing June newsletter	Solopress	Z	1,089.64		1,089.64
45	13/06/2023	TKD01151		Parish Council Mai	23925580	June newsletter delivery	The Leaflet Team	X	319.00		319.00
Subtotal for Code: Newsletter: design, printing ar									£2,336.56	£185.58	£2,522.14

Code Number 26 Community events

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
48	13/06/2023	509771		Parish Council Mai	23934357	Eco flag for Village Festival STAND	Sycal Umbrellas Print & Promotions Li	S	190.00	38.00	228.00
Subtotal for Code: Community events									£190.00	£38.00	£228.00

Code Number 58 Engagement and Promotion

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
42	13/06/2023	#30511/1693		Parish Council Mai	23925251	Marketing services	FearNaught	S	927.92	185.58	1,113.50
Subtotal for Code: Engagement and Promotion									£927.92	£185.58	£1,113.50

Code Number 61 Civic events

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
22	05/05/2023	#30511/1637		Parish Council Mai	22954003	Design and marketing	FearNaught	S	900.00	180.00	1,080.00
23	05/05/2023	3390455		Parish Council Mai	22954113	Coronation booklet printing	Solopress	Z	58.75		58.75
24	05/05/2023	INV-0063		Parish Council Mai	22967392	Coronation roses garden	Green Living Horticultural ltd	X	752.80		752.80
47	13/06/2023	attached		Parish Council Mai	23934343	Refreshment king coronation refund	Woodnoth cum Shavington WI	X	15.00		15.00
Subtotal for Code: Civic events									£1,726.55	£180.00	£1,906.55
Subtotal for Cost Centre: Community & Engagement Con									5,181.03	589.16	5,770.19

TOTALS £5,181.03 £589.16 £5,770.19



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Community & Engagement Committee
14 June 2023

Report Purpose: To receive a final report on the #Queenbee project

Version Control: v1

Author: Sara Randle

1. Report Summary

The report summarises the activities, engagement, and funding of the #Queenbee initiative.

2. Background

In 2022 the Community Manager introduced a community driven initiative aimed at bringing various community groups together, focusing on our environment and celebrating the Platinum Jubilee of Queen Elizabeth II

3. Position

The project was completed in March 2023 (delay due to of sleepers)

4. Equality Impact

Neutral.

5. Community Impact

Positive. Actions included in this report will validate positive community engagement.

6. Governance

Shavington-cum-Gresty Parish Council Community & Engagement Committee.

7. Financial Impact

There is no additional financial impact other than the finances already committed to the project in 2022.

8. Resource Impact

n/a

9. Consultation/Engagement

Membership considered the project in 2022.



10. Parish Area Affected

All Parish residents and community groups were given opportunity for involvement

11. Conclusions

This report is just for information.

12. Consideration Sought

Members are asked to note the report.

Introduction

The #Queenbee project was an ambitious and community driven initiative aimed at bringing various community groups together, focusing on our environment and celebrating the Platinum Jubilee of Queen Elizabeth II. Over a short period of time, eight different community groups and organisations actively participated in a range of activities that promoted environmental awareness and community cohesion. This report aims to provide an overview of the project its achievements and the positive impact it had on the community.

Participate in community groups

The #Queenbee project saw the active involvement of eight diverse community groups or organisations these groups collaborated to create a series of engaging activities that contributed to the project's overall success. The activities included wildflower beds planting, educational talks on bees and conservation, planting flower beds, art and sunflower growing competitions.

Volunteer involvement

The project brought together a total of 40 dedicated volunteers who generously donated devoted their time and efforts to make the initiative a resounding success. That commitment and enthusiasm were commendable, and they played a vital role in implementing the various activities. The project directly involved 774 individuals who actively participated in attending project activities. Furthermore, the project had an indirect positive impact on the wider community, reaching and benefiting a large number of individuals at an estimate of up to 3000.

Educational opportunities

The #Queenbee project prioritised education and provided numerous opportunities for learning and awareness. Total of 678 educational opportunities were provided to project participants, empowering them with the knowledge about bees, conservation, and the importance of environmental stewardship. These educational sessions fostered deep understanding and appreciation of our natural surroundings and community.



SHAVINGTON
CUM
GRESTY

Volunteer hours

The dedication of the projects volunteers was evident in the fantastic number of hours they contributed. A total of 105 volunteer hours were given to the #Queenbee project. This remarkable commitment reflects the passion and engagement of the community members involved.

Project legacy

The project impact extended upon its duration, leaving a lasting legacy for the community. One of the major achievements is the creation of the #Queenbee interactive well-being trail around the Cherry Tree estate. This trail provides an opportunity for residents to engage with nature, fostering mindfulness and well-being. Additionally, new planters that were installed throughout the parish enhance the area and the sense of community pride.

Planters and funding

The #Queenbee project included the removal and replacement of 17 planters in the village, along with the replacement of the large planter on main road. Funding for the came from the Parish Council's community events budget amounting to £1527.29. This budget covered the expenses of the workshops, community projects, the queen be mindful walk, and marketing. Additionally, a successful bid of £9780 was secured from HS2 for the removal and replacement of the planters, further contributing to the project success.

Conclusion

In conclusion, the #Queenbee project was a remarkable community initiative that successfully achieved its objective of uniting community groups, focusing on the environmental preservation come on celebrating the Platinum Jubilee of Queen Elizabeth II. The active participation of numerous community members, along with the dedication of volunteers, contributed to the project success. The legacy of the project, including the interactive well-being trail and the installation of the new planters, will continue to benefit the community for years to come. The #Queenbee project stands as a testament to the powers of the community engagement and the positive outcomes that can be achieved through collaborative efforts.



C&E Budget #Queenbee

Actual Expenditure			
	item	vat	total
	sunflower seeds		£15.99
	small envelopes for seeds		£15.92
	pot maker		£35.97
	brown bags		£10.05
	Mosaic Backing		£34.95
	powder clay	4.47	£26.80
	Bamboo Canes		£11.88
	Compost		£19.95
	Compost		£5.98
	Flowers		£24.83
	tablecloths		£19.00
		4.47	£221.32

Trail	Trail Boards	20.9	£125.40
	Trail Boards	6.75	£40.50
	Total Trail		£165.90

Competition			
	Prizes Sunflower		£95.00
	Prizes Art		£110.75
	Medals All	7.76	£46.55
		7.76	
	Total competition		£252.30

BLT	Design Cost		£900.00
		39.88	
	Total Costing inc VAT		£1,539.52
	Total cost excluding VAT		£1,527.29



**SHAVINGTON
CUM
GRESTY**

8 June 2023 (2022-2023)

**Shavington-cum-Gresty Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2022 and 08-06-2023)**

Cost Centre Community & Engagement Committee

Code Number	55 HS2 Fund- #Queenbee										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
187	14/09/2022	SPF-S-201955	ScG/22/04/1	Parish Council Mai	16537838	Planters	Gordon Ellis & Co	S	4,663.44	932.69	5,596.13
194	21/09/2022	INV-0037	ScG/22/04/1	Parish Council Mai	16766287	#QueenBee planters	Green Living Horticultural ltd	Z	970.00		970.00
270	16/11/2022	INV-0044	ScG/22/05/1	Parish Council Mai	18394264	HS2 planters - compost and labour	Green Living Horticultural ltd	X	1,300.00		1,300.00
344	09/01/2023	Expenses claim	ScG/22/06/1	Parish Council Mai	20026671	Staff refund	S Randle	X	13.40		13.40
344	09/01/2023	Expenses claim	ScG/22/06/1	Parish Council Mai	20026671	Staff refund	S Randle	X	36.93		36.93
344	09/01/2023	Expenses claim	ScG/22/06/1	Parish Council Mai	20026671	Staff refund	S Randle	X	56.90		56.90
344	09/01/2023	Expenses claim	ScG/22/06/1	Parish Council Mai	20026671	Staff refund	S Randle	X	10.00		10.00
344	09/01/2023	Expenses claim	ScG/22/06/1	Parish Council Mai	20026671	Staff refund	S Randle	X	14.90		14.90
346	09/01/2023		ScG/22/06/1	Parish Council Mai	20030946	Sleepers for #QueenBee	Kedel Limited	S	1,270.06	254.01	1,524.07
371	06/02/2023	3290608	ScG/22/08/8	Parish Council Mai	20620180	Planters signage boards	Solopress	S	240.17	48.03	288.20
372	09/02/2023	3294927	ScG/22/08/8	Parish Council Mai	20620676	Planters signage boards	Solopress	S	240.17	48.03	288.20
393	28/02/2023	INV-0058	ScG/22/08/8	Parish Council Mai	21400198	#QueenBee compost and labour	Green Living Horticultural ltd	Z	725.00		725.00
410	12/03/2023	02-3476	ScG/22/08/8	Parish Council Mai		Instant grab adhesive solvent	Wickes	S	21.00	4.20	25.20
411	11/03/2023	A11149766813	ScG/22/08/8	Parish Council Mai		Cornerbrance	ScrewFix Direct Ltd	S	34.09	6.82	40.91
412	10/03/2023	SPF-S-205089	ScG/22/08/8	Parish Council Mai	21727890 (pre 2	Planter black with gold trim	Gordon Ellis & Co	S	352.86	70.57	423.43
419	20/03/2023	Claim attached	ScG/22/08/8	Parish Council Mai	21728792	Staff refund	S Randle	X	24.07		24.07
Subtotal for Code: HS2 Fund- #Queenbee									£9,972.99	£1,364.35	£11,337.34
Subtotal for Cost Centre: Community & Engagement Con									9,972.99	1,364.35	11,337.34
TOTALS									£9,972.99	£1,364.35	£11,337.34



NOTE – IF ODD No. OF PAGES, ADD ANOTHER PAGE AND CLEARLY MARK to facilitate collating of printed agenda packs–

BLANK



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting:	Community and Engagement Committee
Report Purpose:	To provide options for Councillors consideration to review the Committee delivery plan 2023/24
Version Control:	v1
Author:	Clerk

1. Report Summary

The report provides options for Councillors' consideration to review the Committee delivery plan 2023/24 as recommended by Full Council.

2. Background

On 7 June 2023, the Parish Council was presented a report addressing staffing capacity concerns related with the delivery of the Community and Engagement Committee ambitious delivery plan for 2023/24.

The Council reviewed the report and agreed to instruct the Community and Engagement Committee to reconsider its plans for 2023/24 to address staffing capacity concerns.

3. Position

Below the Community Manager capacity plan forecast for 2023/24. Please note the following amendments have been introduced compared to the plan presented to Council on 7 June 2023:

- INPACT project has been included and accounted for 77hrs (same as #QueenBee)
- Clerking of Community and Engagement Committee: it has been agreed that – in order to reduce the workload pressure- the Clerk will clerk the committee for the time being
- Jazz event: figures have been reviewed following the cancellation of the event



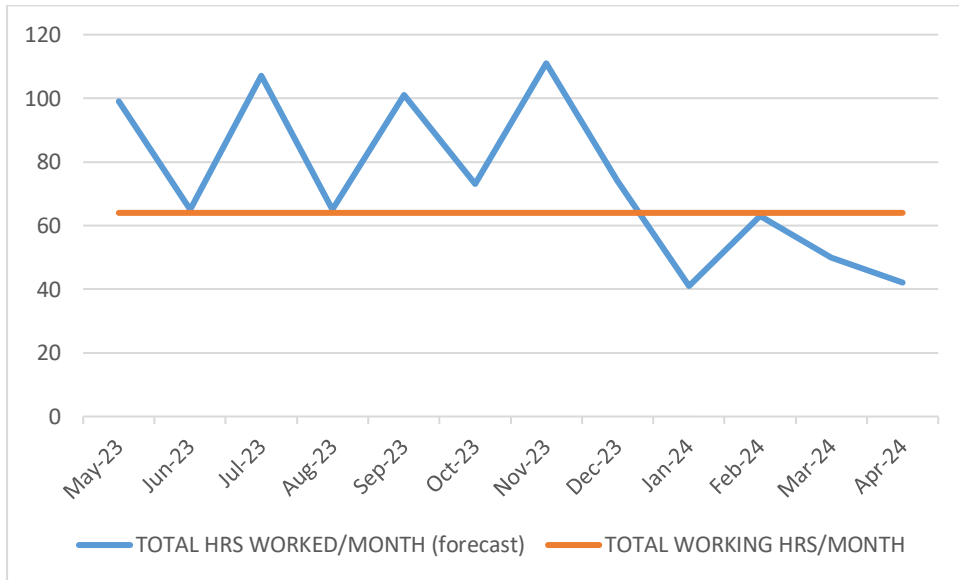
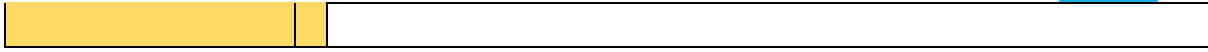
SHAVINGTON
 CUM
GRESTY

ACTIVITIES	TOTAL h job	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
General Admin	144	12	12	12	12	12	12	12	12	12	12	12	12
Social Media	144	12	12	12	12	12	12	12	12	12	12	12	12
Newsletter	160	30	5	30	5	30	5	5	5	5	30	5	5
Remembrance Service	52		2		2	10	16	22					
Christmas event	87		4	4	2	5	15	40	15				2
Carol Service	39				2	10	4	8	15				
Jazz in the Village	23	12	11										
Coronation	25	25											
Committee Clerking	24		6			6			6			6	
Village Festival	18	2	8	8									
PCSO Referendum	45			25	20								
Work with Garden Team	18	3		3		3		3		3		3	
Inpact	77		2	10	8	10	6	6	6	6	6	9	8
Website uploads (inc policy updates)	11	1	1	1		1	1	1	1	1	1	1	1
Banking approvals	24	2	2	2	2	2	2	2	2	2	2	2	2

	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
TOTAL HRS WORKED/MONTH (forecast)	99	65	107	65	101	73	111	74	41	63	50	42
TOTAL WORKING HRS/MONTH	64	64	64	64	64	64	64	64	64	64	64	64
PERCENTUANCE WORKED	155%	102%	167%	102%	158%	114%	173%	116%	64%	98%	78%	66%
OVERWORK	35	1	43	1	37	9	47	10	-23	-1	-14	-22
YEARLY DELTA	123											



SHAVINGTON CUM GRESTY





SHAVINGTON
 CUM
GRESTY

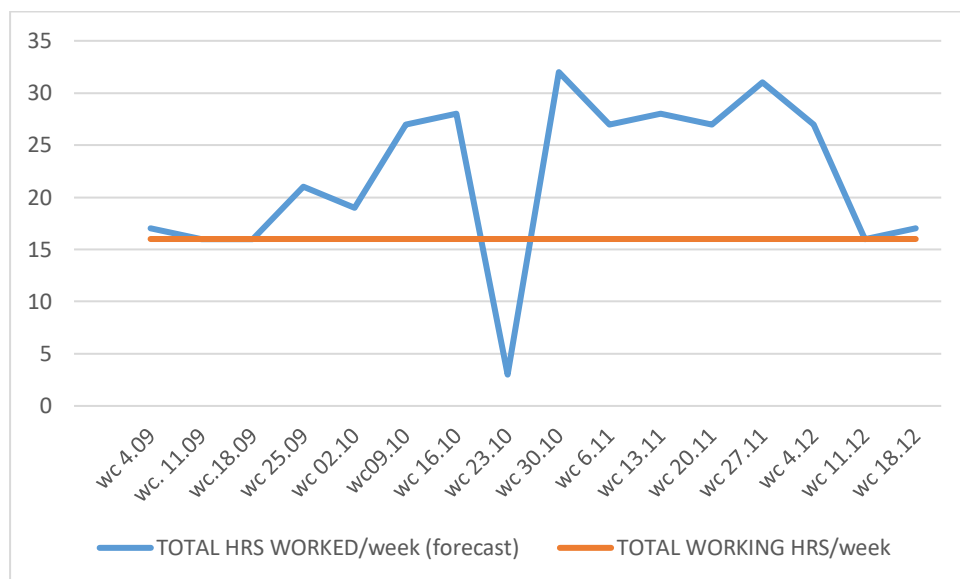
September- December weekly hours working forecast.

The main concerns in term of Community Manager delivery capacity are around the months from September to December.

Below an analysis of the week forecasted workload for the period.

ACTIVITIES	TO TA L h job	wc 4.0 9	wc. 11.0 9	wc.1 8.09	wc 25.0 9	wc 02.1 0	wc0 9.10	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
General Admin	49	4	3	3	3	3	3	4		5	3	3	3	3	3	3	3
Social Media	48	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Newsletter	42	1				2	13	13		6		6			1		
Remembrance Service	48				10	8				8	18	4					
Christmas event	75		5				5	5		5		5	15	20	15		
Carol Service	37			8	2					4		4	4			7	8
C&E Committee meeting	12	4	2											4	2		
Work with Garden Team	1									1							
Impact	28	4	2	2	2	2	2	2			2	2	2		2	2	2
Website uploads (inc policy updates)	4	1				1					1				1		
Banking approvals	8		1		1		1	1				1		1		1	1

	wc 4.0 9	wc. 11.0 9	wc.1 8.09	wc 25.0 9	wc 02.1 0	wc0 9.10	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
TOTAL HRS WORKED/week (forecast)	17	16	16	21	19	27	28	3	32	27	28	27	31	27	16	17
TOTAL WORKING HRS/week	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
PERCENTUANCE WORKED	106 %	100 %	100 %	131 %	119 %	169 %	175 %	19%	200 %	169 %	175 %	169 %	194 %	169 %	100 %	106 %
OVERWORK	1	0	0	5	3	11	12	-13	16	11	12	11	15	11	0	1
DELTA	96															



Four options are presented for Councillors' consideration to address the staff capacity issue for 2023/24 winter delivery:

- a. Postpone the December newsletter issue to January
- b. Cancel the Christmas event
- c. Cancel the Carol Service event
- d. Cancel both Christmas and Carol service event in favour of the delivery of a programme of community activities/events and a D Day event in June 2024



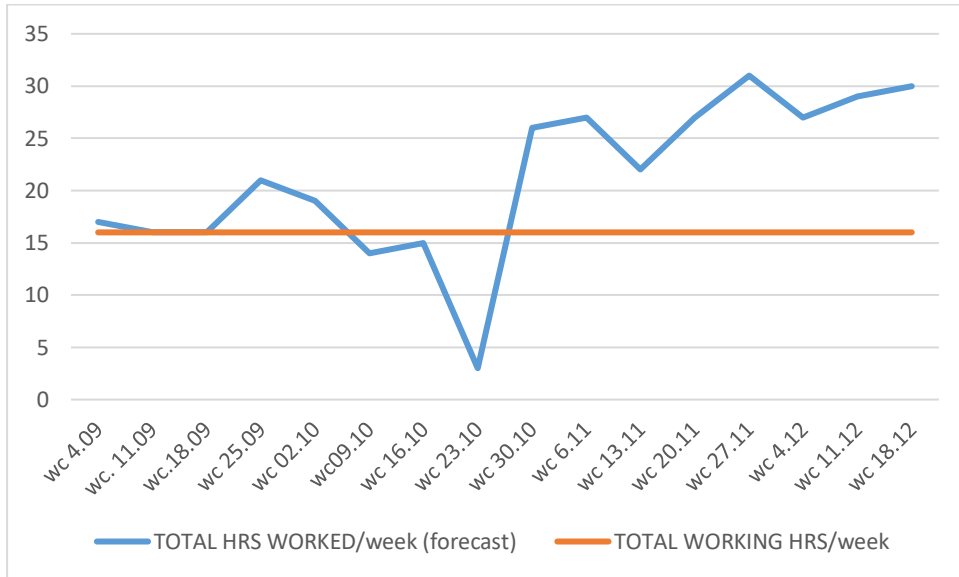
SHAVINGTON
 CUM
GRESTY

a. Postpone the December newsletter issue to January

Assuming the newsletter will be delivered at the end of January/middle of February and that the remaining 12 hrs for amendments and final draft are left to be done in January 2024 after the Christmas break

ACTIVITIES	TO TA Lh job	wc 4.0 9	wc. 11.0 9	wc. 18.0 9	wc 25.0 9	wc 02.1 0	wc0 9.1 0	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
General Admin	49	4	3	3	3	3	3	4		5	3	3	3	3	3	3	3
Social Media	48	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Newsletter	30	1	 	 	 	2	 	 	 	 	 	 	 	 	1	13	13
Remembrance Service	48				10	8				8	18	4					
Christmas event	75		5				5	5		5		5	15	20	15		
Carol Service	37			8	2					4		4	4			7	8
C&E Committee meeting	12	4	2											4	2		
Work with Garden Team	1									1							
Inpact	28	4	2	2	2	2	2	2			2	2	2		2	2	2
Website uploads (inc policy updates)	4	1				1					1				1		
Banking approvals	8		1		1		1	1				1		1		1	1

	wc 4.0 9	wc. 11.0 9	wc. 18.0 9	wc 25.0 9	wc 02.1 0	wc0 9.1 0	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
TOTAL HRS WORKED/week (forecast)	17	16	16	21	19	14	15	3	26	27	22	27	31	27	29	30
TOTAL WORKING HRS/week	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
PERCENTUANCE WORKED	106 %	100 %	100 %	131 %	119 %	88 %	94%	19%	163 %	169 %	138 %	169 %	194 %	169 %	181 %	188 %
OVERWORK	1	0	0	5	3	-2	-1	-13	10	11	6	11	15	11	13	14
DELTA	84															





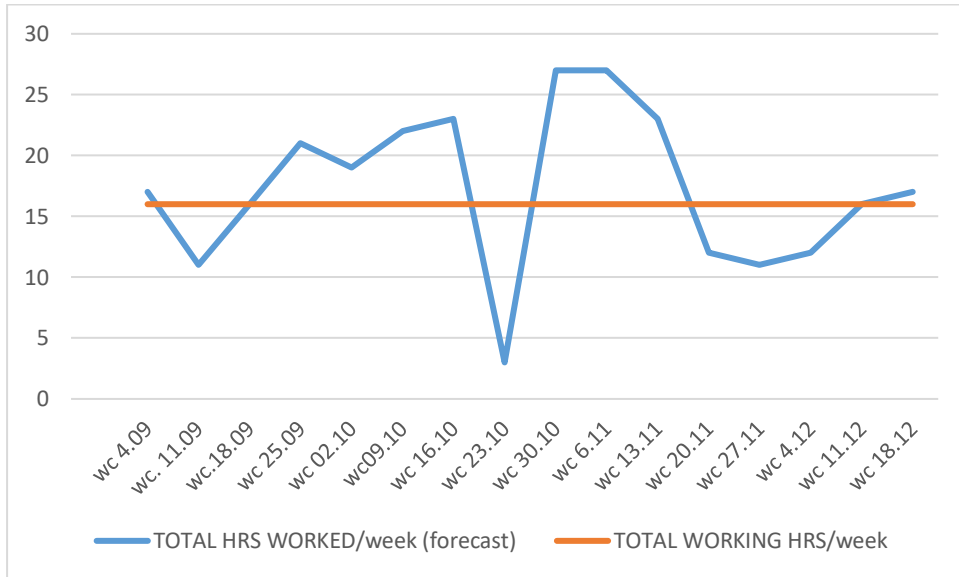
SHAVINGTON
 CUM
GRESTY

b. Cancel the Christmas event

Only the Christmas event is cancelled.

ACTIVITIES	TOTAL job	wc 4.09	wc. 11.09	wc. 18.09	wc 25.09	wc 02.10	wc0 9.10	wc 16.10	wc 23.10	wc 30.10	wc 6.11	wc 13.11	wc 20.11	wc 27.11	wc 4.12	wc 11.12	wc 18.12
General Admin	49	4	3	3	3	3	3	4		5	3	3	3	3	3	3	3
Social Media	48	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Newsletter	42	1				2	13	13		6		6			1		
Remembrance Service	48				10	8				8	18	4					
Christmas event	0																
Carol Service	37			8	2					4		4	4			7	8
C&E Committee meeting	12	4	2										4	2			
Work with Garden Team	1									1							
Impact	28	4	2	2	2	2	2	2			2	2	2		2	2	2
Website uploads (inc policy updates)	4	1				1					1				1		
Banking approvals	8		1		1		1	1				1		1		1	1

	wc 4.09	wc. 11.09	wc.1 8.09	wc 25.09	wc 02.10	wc0 9.10	wc 16.10	wc 23.10	wc 30.10	wc 6.11	wc 13.11	wc 20.11	wc 27.11	wc 4.12	wc 11.12	wc 18.12
TOTAL HRS WORKED/week (forecast)	17	11	16	21	19	22	23	3	27	27	23	12	11	12	16	17
TOTAL WORKING HRS/week	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
PERCENTUANCE WORKED	106%	69%	100%	131%	119%	138%	144%	19%	169%	169%	144%	75%	69%	75%	100%	106%
OVERWORK	1	-5	0	5	3	6	7	-13	11	11	7	-4	-5	-4	0	1
DELTA	21															



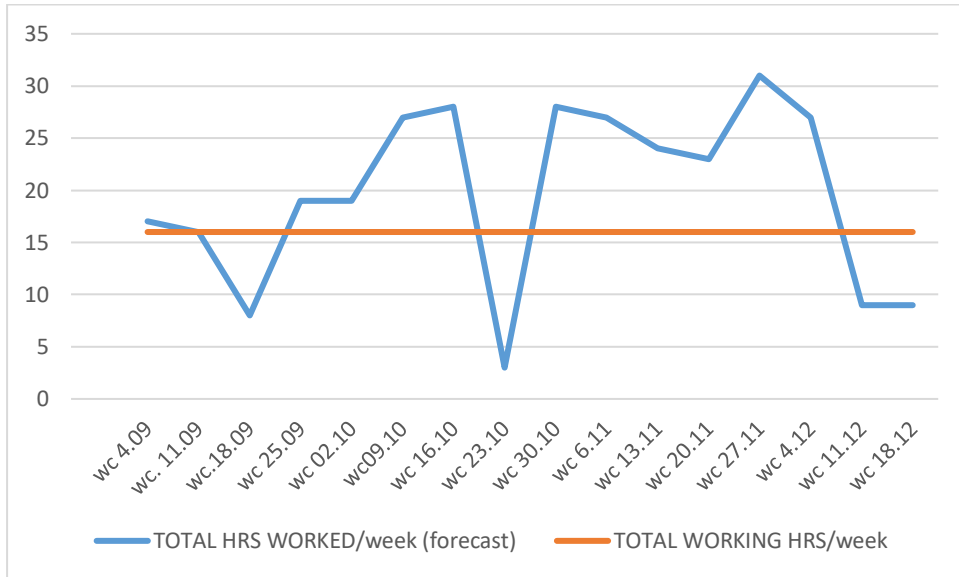


**SHAVINGTON
 CUM
 GRESTY**

c. Cancel the Christmas Carol event

ACTIVITIES	TO TA L h job	wc 4.0 9	wc. 11.0 9	wc.1 8.09	wc 25.0 9	wc 02.1 0	wc0 9.10	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
General Admin	49	4	3	3	3	3	3	4		5	3	3	3	3	3	3	3
Social Media	48	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Newsletter	42	1				2	13	13		6		6			1		
Remembrance Service	48				10	8				8	18	4					
Christmas event	75		5				5	5		5		5	15	20	15		
Carol Service	0																
C&E Committee meeting	12	4	2											4	2		
Work with Garden Team	1									1							
Impact	28	4	2	2	2	2	2	2			2	2	2		2	2	2
Website uploads (inc policy updates)	4	1				1					1				1		
Banking approvals	8		1		1		1	1				1		1		1	1

	wc 4.0 9	wc. 11.0 9	wc.1 8.09	wc 25.0 9	wc 02.1 0	wc0 9.10	wc 16.1 0	wc 23.1 0	wc 30.1 0	wc 6.1 1	wc 13.1 1	wc 20.1 1	wc 27.1 1	wc 4.1 2	wc 11.1 2	wc 18.1 2
TOTAL HRS WORKED/week (forecast)	17	16	8	19	19	27	28	3	28	27	24	23	31	27	9	9
TOTAL WORKING HRS/week	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
PERCENTUANCE WORKED	106%	100%	50%	119%	119%	169%	175%	19%	175%	169%	150%	144%	194%	169%	56%	56%
OVERWORK	1	0	-8	3	3	11	12	-13	12	11	8	7	15	11	-7	-7
delta	59															





SHAVINGTON
 CUM
GRESTY

d. Cancel both Christmas events and deliver a programme of community events/activities + D Day event in June 2024

The Community manager will deliver a programme of Sundays Community events in the Village Hall, open to all residents. The programme (2 events in January, 2 in February and 1 in March) will aim to boost community cohesion and will be delivered in partnership with community groups and volunteers.

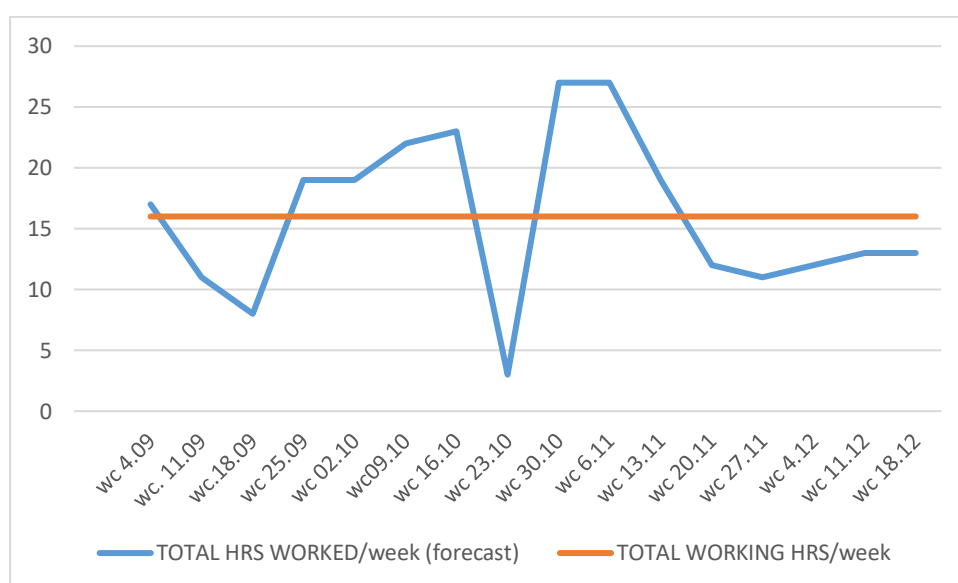
Also, the Community Manager will deliver a civic event in June 2024 to celebrate the D-Day in Shavington-cum-Gresty.

ACTIVITIES	TO TA Lh job	wc 4.0 9	wc. 11.0 9	wc. 18. 09	wc 25. 09	wc 02. 10	wc 09. 10	wc 16. 10	wc 23. 10	wc 30. 10	wc 6.1 1	wc 13. 11	wc 20. 11	wc 27. 11	wc 4.1 2	wc 11. 12	wc 18. 12
General Admin	49	4	3	3	3	3	3	4		5	3	3	3	3	3	3	3
Social Media	48	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Newsletter	42	1				2	13	13		6		6			1		
Remembrance Service	48				10	8				8	18	4					
Christmas event	0																
Carol Service	0																
Sundays in the Village	16									4			4			4	4
C&E Committee meeting	12	4	2											4	2		
Work with Garden Team	1									1							
Inpact	28	4	2	2	2	2	2	2			2	2	2		2	2	2
Website uploads (inc policy updates)	4	1				1					1				1		
Banking approvals	8		1		1		1	1				1		1		1	1



SHAVINGTON CUM GRESTY

	wc 4.0 9	wc. 11. 09	wc. 18. 09	wc 25. 09	wc 02. 10	wc 09. 10	wc 16. 10	wc 23. 10	wc 30. 10	wc 6.1 1	wc 13. 11	wc 20. 11	wc 27. 11	wc 4.1 2	wc 11. 12	wc 18. 12
TOTAL HRS WORKED/week (forecast)	17	11	8	19	19	22	23	3	27	27	19	12	11	12	13	13
TOTAL WORKING HRS/week	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
PERCENTUANCE WORKED	10 6%	69 %	50 %	119 %	119 %	138 %	144 %	19 %	169 %	16 9%	119 %	75 %	69 %	75 %	81 %	81 %
OVERWORK	1	-5	-8	3	3	6	7	-13	11	11	3	-4	-5	-4	-3	-3
delta	0															



4. Community Impact

Positive: all options provided consider community engagement and cohesion

5. Governance

Shavington-cum-Gresty Parish Council ToR
 Shavington-cum-Gresty Parish Council Employee Handbook
 Green Book

6. Financial Impact

Within budget

7. Resource Impact

Staff time

8. Conclusions

Shavington-cum-Gresty, *Community & Engagement Committee 28.06.2023*
Agenda Item 10

Councillors are asked to note the report and to consider the options highlighted in the document.





NOTE – IF ODD No. OF PAGES, ADD ANOTHER PAGE AND CLEARLY MARK to facilitate collating of printed agenda packs–

BLANK



SHAVINGTON
 CUM
GRESTY

Report Statement

Meeting: Community & Engagement Committee

Report Purpose: To provide an overview of the Jazz in the Village Event

Version Control: v1

Author: Clerk

1. Report Summary

The report aims to provide Councillors with data with regards to the Jazz in the Village event (17 June 2023).

2. Background

On 15 February 2023, Finance & Strategy Committee considered the project initiation document for a ‘Jazz in the Village’ event. The Committee agreed to progress with the event and to accept related financial risks with the ambition to establish a learning path for a repeatable model to be implemented in future occasions.

On 15 February 2023, Finance & Strategy Committee delegated the Clerk, in consultation with the Chair of Community & Engagement and the Chair of Finance and Strategy, the authority of cancelling the event in case of low or negative profit margin forecast.

On Monday 12 June, the Clerk called-in Councillors to consider cancelling the event due to the low number of tickets sold (23/99). Members supported the call, and the event was cancelled on Tuesday 13 June. Tickets are going to be refunded.

Financial position Jazz in the Village event at Monday 12 June 2023

Cost code	£	Income code	£
Jazz band	- £400	Tickets sold (23)	+ £276
Room hire	- £75		
TEN licence	- -£21		
FB ADV	- -£10		
TOTAL COST	-£508	TOTAL INCOME	+£276

Financial position Jazz in the Village event at Monday 13 June 2023

Cost code	£	Income code	£
Jazz band	0 (nothing was due)	Tickets sold (23)	0 (all refunded)



SHAVINGTON
CUM
GRESTY

Room hire	- 0		
TEN licence	- -£21		
FB ADV	- -£10		
TOTAL COST	-£31	TOTAL INCOME	+£0

The cost of cancelling the event on Tuesday 13 June for the Parish Council was £31. It worth noting that this does not include staff time: 23hrs worked by the Community Manager (£563.50) and over 10hrs worked by the Clerk (£289)

3. Position

The aims of the event were 2:

- a. Raise money for the Village Hall
- b. Establish a repeatable model for similar events at the Village Hall

While the first aim hasn't been reached, it is opinion of the Clerk that the project has given staff the opportunity to put together a repeatable model for similar events at the Village Hall. The following elements were considered and implemented during the planning process:

- a. Card reader method payment: the Council has now available a card reader method payment that can be used in future events or activities
- b. PRS licence: staff explored how PPL PRS licence works for ticketed event
- c. VAT implications: staff have now a better understanding of VAT regulations and limitations for Council when dealing with ticketed event
- d. Online ticket selling: staff has identified an online ticket selling system to be used for similar event
- e. Bar management: staff has considered bar management process and identified risks, restrictions, regulations, suppliers, prices
- f. Room set up
- g. Event layout
- h. Refund: staff has considered refund implications and way to issue refund
- i. Lesson learnt: staff and council will review the project to gain lessons on what went wrong

4. Governance

Shavington-cum-Gresty Parish Council Finance Regulation
Committee ToRs

5. Financial Impact

-£31 from Village Hall income budget

6. Resource Impact

Community Manager and Clerk time

7. Conclusions

Councillors are asked to note the report





NOTE – IF ODD No. OF PAGES, ADD ANOTHER PAGE AND CLEARLY MARK to facilitate collating of printed agenda packs–

BLANK



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Community & Engagement Committee
14 June 2023

Report Purpose: To receive and consider the printing costs of the Quarterly newsletter.

Version Control: v1

Author: Sara Randle

1. Report Summary

To review the printing and distribution costs of the Quarterly Newsletter

2. Background

It is considered good practice to review the supplier of the newsletter with this consideration, the Community Manager has sought quotes for the printing and delivery of the Quarterly Newsletter.

3. Position

Members

4. Equality Impact

Neutral.

5. Community Impact

Positive. Any actions will ensure that the printing and delivery of the Quarterly Newsletter is considered best value.

6. Governance

Shavington-cum-Gresty Parish Council Community & Engagement Committee.

7. Financial Impact

There would be no additional financial impact other than current newsletter allocation. The impact this report is to ensure best value for money is achieved, with a positive financial implication.

8. Resource Impact

Community Manager time.



9. Consultation/Engagement

Once the supplier for the printing and delivery of the newsletter is agreed, the Community Manager will seek to adopt this for the next edition of the Quarterly Newsletter.

10. Parish Area Affected

All Parish residents and community groups are in receipt of the Quarterly Newsletter.

11. Conclusions

Members are asked to review the costs below and consider in principle the supplier for printing and delivery of Quarterly Newsletter.

12. Consideration Sought

That a decision for the supplier for printing and delivery of Quarterly Newsletter is agreed going orward.

Printing Costs

Quote 1

Solo Press and Leaflet Team

£1230.00 SoloPress Printing (3500 newsletters)

£319 Leaflet Team delivery

£1549 Total

Quote 2

Leaflet Team

£1010 Leaflet Team Printing (3200 newsletters)

£319 Leaflet Team delivery

£1329 Total

Quote 3

FearNought

£1402.15 FearNought printing & Delivery (3200 newsletters)

£1402.15 Total



NOTE – IF ODD No. OF PAGES, ADD ANOTHER PAGE AND CLEARLY MARK to facilitate collating of printed agenda packs–

BLANK



SHAVINGTON
CUM
GRESTY

Report Statement

Meeting: Community & Engagement Committee

Report Purpose: To present a proposal to refresh the look and feel of the Parish Newsletter

Version Control: v1

Author: Clerk

1. Report Summary

The report provides Councillors with a proposal from the Creative Design Service to review the look and feel of the Parish Quarterly Newsletter.

2. Background

In May 2023, FearNaugh was appointed for the provision of Creative Design Services for the Parish Council from May 2023 to April 2025.

Following the appointment, the design company has provided the Community Manager with a set of ideas to review and refresh the Parish Newsletter.

The proposal is attached to the report.

Useful data to consider for each newsletter (distributed to 3,200 households in Shavington-cum-Gresty)

	Total cost	Unit cost
Community Manager time (40 hrs)	£980	£0.30
Clerk time (5hrs)	£145	£0.05
Creative Service design	£2,000	£0.63
Printing cost	£1,230	£0.38
Delivery cost	£319	£0.10
TOTAL	£4,674	£1.50

3. Position

Members are asked to consider those proposals and inform the Community Manager if they wish to progress to explore any of them. While some of those ideas are easy to be implemented, others require a more in-depth analysis of costs/benefits and staff capacity to enable Councillors to take an informed decision.



4. Community Impact

Positive: newsletter is an essential tool for the parish council to establish a robust communication between the council and its residents

5. Governance

Committee ToRs

6. Financial Impact

To be considered

7. Resource Impact

To be considered

8. Conclusions

Members are asked to note the report and to consider the proposals attached. Members are asked to consider whether to instruct the Community Manager to better indagate elements of the proposals – if any- of interest, for further consideration.



fearnaught.co

Community Newsletter Proposal

Client
Date

Shavington-cum-Gresty Parish Council
05/06/23

STRICTLY PRIVATE & CONFIDENTIAL

FOCNP-18/01

Executive Summary.

Dear Councillors,

We have now been collaborating on the community quarterly newsletter since 2016 and producing over 20 editions in this time. This newsletter has evolved and grown over this time, but we feel has started to become a little stagnant and is ready for the next stage in it's evolution.

We're proposing a number of changes to the quarterly publication; starting with a change of size and medium. The current document is a standard A5 booklet printed on 130gsm silk paper. Whilst this is great to easily post through a letterbox, it can be restrictive on available space for copy and difficult for the visually impaired. We would like to propose a size slightly smaller than A4 (170mm x 250mm) on traditional 55gsm newspaper. This will allow us to increase the base font size for easier reading, and the whole publication will use less paper for a more sustainable solution. With the thinner paper, it will also still be easily postable to residents. With our chosen printer, we can also request 3,200 copies per run, rather than the current 3,500. Reducing the number of wastage per quarter.

As can be expected, there would be some price changes with the updated brochure, but we feel this is justifiable with the ecological improvements made.

Spec	Current	Recommended	Alternative
Number of Copies	3,500	3,200	3,200
Number of Pages	48pp	48pp	48pp
Paper Size	A5 (148mm x 210mm)	Mini (170mm x 250mm)	Tabloid (289mm x 380mm)
Paper Type	130gsm Silk	55gsm Traditional	55gsm Traditional
Delivery	Included	Included	Included
Total	£1,402.15*	£1,785*	£2,500*

**costs are correct at the time of writing, prices can vary.*

Now the publication is well established within the community, we would take the opportunity to rename the publication and re-excite the residents around the offering the Parish has. We're aware of the history behind the Parish and have suggested using the name 'Santune'. This will give it a more professional and establish feel. If the Parish feels another name would be better suited then we can discuss options.

We have create a few concepts to showcase our thoughts. Please see attached copies.

In addition to the above changes, we have also compiled a list of other updates that can be considered to add more engagement with the publication.

QR Codes

Using QR codes for digital links. A quick and easy option for readers to scan available links to online sources and avoids having to use long URLs that have the potential to be misspelt.



STRICTLY PRIVATE & CONFIDENTIAL

Events beyond

Consider promoting events that are a little further afield but remain in Crewe. Look to work with Crewe East Council to get more information about what's on.

Categorisation

Categorise the What's On events, such as Outdoor Events, Theatre Events, Family Friendly Events etc. This is easier for readers to scan for events that they may be interested in.

Seasonal Content

Add more content for readers that doesn't have to be so specific to the local area; Top tips for garden parties, This green this Christmas, Simple tips to cut your energy use.

Featured

Have editorial features on local businesses/charities to help promote the area: Meet Shavington's bespoke furniture designer or Raising awareness for SuperStars childrens charity.

Recipes

Offer a seasonal recipe each quarter; Winter warming soup or Fresh Summer salads.

Support

Cost of living support; Where to find help if you need it (food banks, government support etc) or How you can help others in need.

Fun

Add different activities for readers to enjoy; Wordsearch, crossword etc.

Questionnaire

To help gather feedback from readers about what they like and dislike about the newsletter, a link to an online questionnaire can be added.

Advertising

With increasing costs, you could look to offer advertising space within the publication - Full Page Ads, Half Page Ads, Quarter Page Ads etc. We've provided some sample pricing and a basic form for people interested in advertising.

Example advertising rates for 2024

Space	Price
Quarter Page	£265
Half Page	£345
Full Page	£525
Back Page	£685



STRICTLY PRIVATE & CONFIDENTIAL

Advertisers are expected to take out a full year's advertising from January to December. Please submit your completed application form to the Parish Office or by email

Copy dates are 1 February, 1 May, 1 August and 1 November.

This could be beneficial to both local businesses, the Parish council and the readers.

I hope you can see the benefits and improvements we're suggested, I look forward to discussing this further. If you should have any questions regarding our proposal then please don't hesitate to get in touch.

Yours sincerely,



Chris Mead

Managing Director



STRICTLY PRIVATE & CONFIDENTIAL

Advertising in Santune Quarterly Magazine

Name:

Address:

Postcode:

Telephone:

Email:

I wish to place the following size advertisement in all four editions of the 2024 Santune Quarterly Magazine.

Size	Annual Cost
<input type="checkbox"/> Quarter Page	£265
<input type="checkbox"/> Half Page	£345
<input type="checkbox"/> Full Page	£525
<input type="checkbox"/> Back Page	£685

Advertisement Copy Details

Ad copy is to be sent as either .jpg or .pdf files. Please note that these universal formats are the only ones we can accept. Please send direct to the Parish Clerk at clerk@shavingtononline.co.uk

I am sending my copy:

- with this form
 Electronically

This is a firm order and I agree to the above conditions. I have the authority to sign for my company/organisation.

Signed:

Date:

Name (Print):



STRICTLY PRIVATE & CONFIDENTIAL



FearNaught

The Smithery, The Historic Dockyard
Chatham, Kent, ME4 4TZ

+44(0)333 121 2013


fearnaught.co

SUMMER EDITION

JUNE 2022

SANTUNE

THE SHAVINGTON-CUM-GRESTY QUARTERLY MAGAZINE



Summer Sunflower
Competition

One Identity
Campaign
Results

New walking routes
for a summer stroll

Platiumum
Jubilee Special.

Join us for a long weekend of celebrations

A SHAVINGTON-CUM-GRESTY
COMMUNITY PUBLICATION

One Parish, One Community, One Identity Campaign.

Shavington-cum-Gresty Parish Council is celebrating the result of its 'One Identity' campaign. The Community Governance Review consultation has been concluded and it has been formally agreed that the Parish remains as it is, with minor changes.

Shavington-cum-Gresty Parish Council believe that this is an excellent result for our community, that, through the review, was threatened with being disbanded and replaced by a new smaller parish.

Shavington-cum-Gresty Parish Council is grateful that Cheshire East Council have taken into account the opinion of parish residents. We are delighted that so many people took the time to respond and wish to thank each and every person who supported the campaign. It is clear that the community spirit of Shavington-cum-Gresty is strong and we can celebrate that our historical identity as a Parish and one community will remain.

Background.

As communities change over time, government guidance advises a review of town and parish governance every 10-15 years, to ensure the arrangements are fit for purpose. The last was done before Cheshire East Council was created in 2009. In 2021 Cheshire East Council undertook a new Community Governance Review.

The Cheshire East Council's proposals of the review meant a huge change to the boundaries of Shavington-cum-Gresty.

The plan was set to remove around a thousand homes from the parish of Shavington-cum-Gresty and move them into neighbouring parishes including Crewe and Wybunbury, destroying the identity of the community.

Shavington-cum-Gresty Parish Council launched a campaign to encourage residents to respond to the consultation. The campaign was themed around Shavington-cum-Gresty having 'One Parish, One Community. One Identity.'

The Parish Council was supported by residents who responded to the consultation

and gave their viewpoints on the proposal. With over 900 residents responding, the results from the consultation have now been released.

Cheshire East Council Draft Consultation Results.

4,824 responses were made in total with 907 (18%) of them directly responding with regards to Shavington-cum-Gresty.

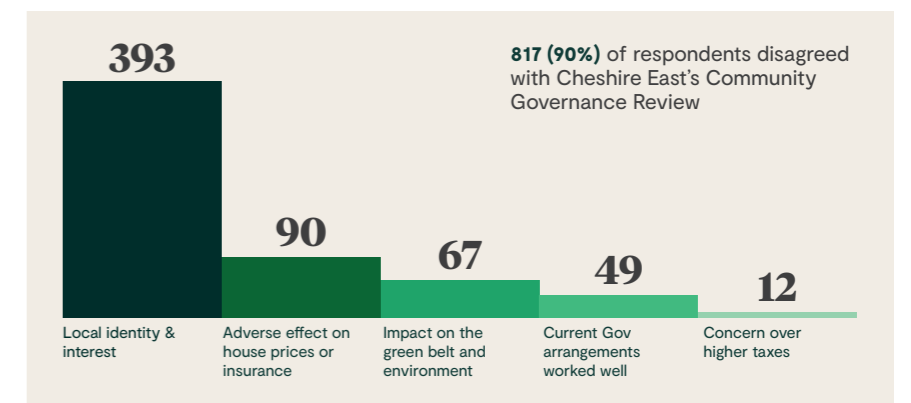
With regards specifically to Shavington-cum-Gresty, 817 (90%) of respondents disagreed with Cheshire East's Community Governance Review draft recommendations and 64 (8%) of respondents agreed.

The main reasons given by respondents for disagreeing with

the draft proposals were related to:

- * Local identity & interest 393 (43%)
- * Adverse effect on house prices or insurance premiums 90 (10%)
- * Impact on the green belt and environment 67 (7%)
- * Current Governance arrangements worked well 49 (5%)
- * Concern over higher taxes 12 (1%)

It was good to note that a number also indicated they valued the active and supportive nature of the Parish Council and felt it was effective in engaging with residents.



Community Identity.

The report noted the survey conducted by Shavington-cum-Gresty Parish Council indicated that, the areas:

- * South of Newcastle Road
- * The residential area north of the A500 (Gresty/ Gresty Brook)
- * The Chatsworth Park estate, residents' responses that those living in the new (Jack Mills Way/ Willowbrook Grange)
- * LPS 3 development area north of the A500

identified with Shavington-cum-Gresty not Crewe.

The consultation submissions also indicated that residents of the Gresty Brook ward identify predominantly with Shavington-cum-Gresty, with what appeared to be little affinity with Crewe.

The community identity of those living South of Newcastle Road was very mixed. Where they commented on the boundary line in this location, Shavington-cum-Gresty residents generally said that the people in this area identify primarily with Shavington-cum-Gresty and relied on that village for services and communal activities.

Boundary with Crewe and Rope

Over 900 residents responded with 90% disagreeing overall with the draft recommendations. 154 made proposals that involved a change to the boundary with Rope. Of these, 125 endorsed the Parish Council's counterproposal without further modification. 216 respondents commented specifically opposing the Draft Recommendations proposed boundary with Crewe. Their objection comments referred to:

- * Residents relying on Shavington-cum-Gresty services
- * Residents are separated from Crewe by natural barriers

(brook, railway line, fields etc.)

- * Shavington-cum-Gresty has community spirt
- * Crewe cannot cope with the needs of an expanding infrastructure
- * Transfer to Crewe would mean a fall in the value of property
- * Specific concerns to unnecessary remaking of the Neighbourhood Plan'

Of those Shavington-cum-Gresty responses that commented on Shavington-cum-Gresty boundary with Rope, all supported the inclusion of the whole Chatsworth Park estate within their parish.

Approved decisions as a result of the consultation

Based on the evidence on the level of local support and the identity of the estate's residents, the Borough Council agreed that the changes to the Rope/Shavington-cum-Gresty boundary proceed, so that the boundary along (and to the south of) the Chatsworth Park estate is aligned with the A500. This means that Chatsworth estate will from May 2023 be incorporated into the Shavington-cum-Gresty Parish boundary.

The Borough Council agreed that the area of Shavington north of the A500, including Gresty Brook ward, will remain in Shavington-cum-Gresty.

Boundary with Wybunbury

29 respondents made specific comments objecting to the draft recommendations. 125 of Shavington-cum-Gresty submissions endorsed Shavington-cum-Gresty Parish Council counterproposals. Five respondents identified themselves as triangle residents. Three of the 'triangle residents' identified with and wished to remain in Shavington-cum-Gresty. A local business in Shavington-cum-Gresty also opposed the draft recommendations.

The consultation noted Shavington-cum-Gresty Parish Council's disagreed with the recommendations. It was argued that residents of the triangle:

- * Identified themselves with Shavington-cum-Gresty
- * Engaged in community activities in Shavington-cum-Gresty
- * Used Shavington-cum-Gresty facilities (such as its pubs and health centre)

Approved Decision as a result of the Consultation

The large body of consultation evidence from the Shavington-cum-Gresty submissions that changes to this boundary line would fail to reflect the community identities and ties of many local residents. Despite the number and quality of submissions from Wybunbury supporting a Newcastle Road boundary, the Borough Council therefore concludes, with considerable regret, that any change to the existing boundary risks doing more harm than good to community identity. It therefore approved no change to this boundary.

The full report can be found on the Parish Council Website: shavingtononline.co.uk/one-identity-campaign/

Platinum Jubilee Special.

The Queen's Platinum Jubilee Celebrations

June 2nd - 5th 2022



Shavington-cum-Gresty will celebrate the Queen's Platinum Jubilee this year with a series of events led by Shavington Village Festival Committee.

THURSDAY JUNE 2ND
09:45^{PM}

Lighting a Beacon

This will be held on Shavington Primary School Field. A guard of honour will be formed by members of the Local Scout Group

Refreshments will be available in the Shavington-cum-Gresty Village Hall from 08.30^{PM}

FRIDAY JUNE 3RD
07:00^{PM}

Commemorative Concert

Concert commemorating the seven decades of the Queen's reign. Performers will include local choirs and individuals.

This will be held in a marquee in the Shavington-cum-Gresty Village Hall carpark. Refreshments will be available from the Village Hall. **Tickets: £10 available from 07788 160 128**

SATURDAY JUNE 4TH
12:00^{AM} - 04:00^{PM}

Annual Village Festival

Entertainment will include Fun Fayre, Miniature Train, Dog Show, Face Painting, BBQ, Games stalls, and Craft stalls.

If you wish to have a stall at this event please contact Julie Mann, email juliemann@nandos.co.uk

SUNDAY JUNE 5TH
11:00^{AM}

Joint Church Service

Joint outdoor service on the church field, followed by a communal picninc. Hosted indoors if wet weather.



Join the Jubilee celebrations online using #HM70 or #PlatinumJubilee

Santune.

QUARTERLY MAGAZINE

Endicid quam elendel lictur sapiend

Odit, tem soles ipictis
autatium nus,

**Torum
auta quia**

Odit, tem soles
ipictis autatium nus,
alissimagnis aut pa pa



Shavington-cum-Gresty
Community

Odit, tem soles

Odit, tem soles ipictis
autatium nus, alissimagnis

Odit, tem soles

Odit, tem soles ipictis
autatium nus, alissimagnis

Odit, tem soles

Odit, tem soles ipictis
autatium nus, alissimagnis

Frozen Mango Daiquiri

Ur sed erunt lati beaque velendaepudi ipsuntis aut aut volor aut vel ideseque

Porro officabo. Nequuntium facepudictem quos explace atumque con earis sintur mi, quia delit, aut aut quatem sed minvend itiur, incipit fugitati tem.

Ingredients

- ✦ 50ml white rum
- ✦ 25ml mango liqueur or mango gin
- ✦ 10ml lemon juice
- ✦ ½ ripe mango, peeled, stoned and cut into chunks (130-150g prepared weight), plus a wedge to garnish (optional)
- ✦ Ice
- ✦ Thai basil sprig, to garnish (optional)

Method

STEP 1

Put the rum, liqueur or gin, lemon juice, mango flesh and a generous handful of ice in a high-powered blender.

STEP 2

Blend until smooth, then pour into a large cocktail or margarita glass and garnish with a mango slice and Thai basil.

Alcohol-free?

Peach Sour

Enis ducid untium cum est harion net et ab idel illandi tionet es et eum, tem. Nam venis aut volutet qui dollis illabor essinis evel ium ius modit quae vel ipsapid mi, sitibus aernatu scimolo

Mint Julep

Enis ducid untium cum est harion net et ab idel illandi tionet es et eum, tem. Nam venis aut volutet qui dollis illabor essinis evel ium ius modit quae vel ipsapid mi, sitibus aernatu scimolo rrorum faccum dolupta



What's on in Crewe...

Ur sed erunt lati beaque velendaepudi ipsuntis aut aut volor aut vel ideseque sed erunt lati beaque velendaepudi ipsuntis.



Endestet es mi, quatiā voluptate volōri aceaquā que doloria volōriaspiti volōra iusam, quia eseditas volōrehenis

2. Queens Park

Rectur autem quatus et quo illiquibusam et latin natibustia sequis dolecae arum quatio dolendam nimagnim sum et re sum quasin con ne dolor ad ex explit videl molorerspe sus quas ut qui quam aut voluptam, ne aut ut magnis ducid etur, as simus, quaspella dolendes sinctius sinctem poresec toreium quanti volupta temperume nonsed unt fugiam et moles assequia anda eum eos as rem.



Endestet es mi, quatiā voluptate volōri aceaquā que doloria volōriaspiti volōra iusam, quia eseditas volōrehenis

1. Lyceum Theatre

Rectur autem quatus et quo illiquibusam et latin natibustia sequis dolecae arum quatio dolendam nimagnim sum et re sum quasin con ne dolor ad ex explit videl molorerspe sus quas ut qui quam aut voluptam, ne aut ut magnis ducid etur, as simus, quaspella dolendes sinctius sinctem poresec toreium molessit, te qui blacepu

3. Crewe Heritage Centre

Rectur autem quatus et quo illiquibusam et latin natibustia sequis dolecae arum quatio dolendam nimagnim sum et re sum quasin con ne dolor ad ex explit videl molorerspe sus quas ut qui quam aut voluptam, ne aut ut magnis ducid etur, as simus, quaspella dolendes sinctius sinctem poresec toreium quanti volupta temperume.

Ur sed erunt lati beaque velendaepudi ipsuntis aut aut volor aut vel ideseque erunt lati beaque velendaepudi ipsuntis aut aut volor aut vel ideseque erunt lati beaque ipsuntis.



Endestet es mi, quatiā voluptate volōri aceaquā que doloria volōriaspiti volōra iusam, quia eseditas volōrehenis

4. Chester Zoo

Rectur autem quatus et quo illiquibusam et latin natibustia sequis dolecae arum quatio dolendam nimagnim sum et re sum quasin con ne dolor ad ex explit videl molorerspe sus quas ut qui quam aut voluptam, ne aut ut magnis ducid etur, as simus, quaspella dolendes sinctius sinctem poresec toreium quanti volupta temperume nonsed unt fugiam et moles assequia anda eum eos as rem quibusam in non cum quodit officillo eum adilment omnient alique odi nis dit volupta sa veliquibus, que et molessit, te qui blacepu dari cum es destore cestiat. Rectur autem quatus et quo illiquibusam et latin.

5. Lakemore Farm Park

Quasin con ne dolor ad ex explit videl molorerspe sus quas ut qui quam aut voluptam, ne aut ut magnis ducid etur, as simus, quaspella dolendes sinctius sinctem poresec toreium quanti volupta temperume nonsed unt fugiam et moles assequia anda eum eos as rem quibusam in non cum quodit officillo eum adilment omnient alique odi nis dit volupta sa veliquibus, que et molessit, te qui blacepu ditior alibus ea quam, to ea ari cum es destore.



Endestet es mi, quatiā voluptate volōri aceaquā que doloria volōriaspiti volōra iusam, quia eseditas volōrehenis

It's time to sow your seeds!

Ur sed erunt lati beaque velendaepudi ipsuntis aut

Ublictu sentis. Sp. Bem esimante intem, consimunte convolum in te nium omnes plis atus moltod Catus.

Ecul tabeffremus aperio ips, omniam et aristiondac ta co invo, caverem opubiti, quod se quod cid cus is cludeli ntracch usquamprioc, Cati, siliam verbisque is, quius ressentis; Catum pesse cesili, cla coente, Catum sus, oca; nihicoent graci temena, ne

aude facio C. Olut

Git vir acipie te, sessi ses, Cato egite quam et, pre aucen ltatum is, quam nost verecon ducerimmo essatquem oportu nos consid interic epectur orberniae consula riorionorum publicaperum aursus poremqe cota, que cus sigilin Itam inestro ximacepse terfex se horimilius fuit, Catum



Endestet es mi, quatiam voluptate volori aceaquam que doloria voloriaspiti volora iusam, quia eseditas volorehenis

Endestet es mi, quatiam voluptate volori aceaquam que doloria voloriaspiti volora iusam, quia eseditas volorehenis



July

This is your last chance to sow biennials. It's also time to make a start on sowing winter veg. It's a good time to sow carrots to avoid carrot fly, as well as continuing with radishes, beetroot and lettuce. You can also sow runner or French beans for a late crop. If you fancy growing potatoes for Christmas, now is the time to plant some.

Vegatables

Runner beans, Swiss chard (for crops the following spring), kale, winter cabbage, spinach, spring onions, potatoes for Christmas, radishes, beetroot, lettuce, radish

Flowers

Foxgloves, wallflowers, sweet rocket

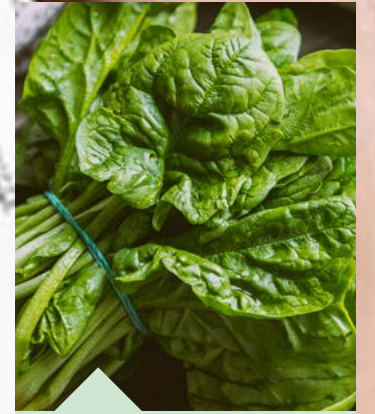


August

You can still sow lots of crops in August, for harvests into autumn and beyond, and it's a key month for sowing winter crops. Discover some winter veg crops to sow in August. Continue to sow fast-growing crops such as radish, between slower-growing crops.

Vegatables

Lettuce (keep out of the glare of direct sun), rocket, spring onion, radish, plus winter salads, including mibuna, mizuna, mustard leaf and lamb's lettuce.



September

Now is the time to start sowing hardy annuals for early summer flowers next year. Some, such as Ammi majus, do better from an autumn sowing. You can sow leafy veg such as spinach, plus winter salads and quick-growing crops such as radish. *Vegatables*

Spinach, winter salads, radish

Vegatables

Spinach, winter salads, radish

Flowers

Ammi majus and other hardy annuals

Hayfever.

Ease the sneeze this summer!

Ur sed erunt lati beaque velendaepudi ipsuntis aut aut dolor aut vel ideseque

At fuga. Assusam, quas ut optasit pores dolum voloreh enderovidem ut ommodi torem atent officitem nectur audae mint.

Rio tendiamus, quiatur, conse pa ipsametur, ommo tem etur a dunti tendio eaqum quidunt inverumenim quias volorruptae velit everitatiur? Sandes ma si cume pa doluptaque laborum re am in rescidu ciissit dolent ommodionsed quis eaqui odit dem cullaborios eossum enisquo saerorp osanim excerum facerfe raectendam quaestioris voluptam

lacculpari sit facideles eratur, venit in nonem quis voluptatatem doluptamXimus moluptatur? Lis alit veniet, sincta dolor abo. Os eturest elenihicia non ellabor sedi sitatiis eum qui sae reictam, con prora placcullibus dendit voluptat.

Udi nonsendaecum as anihitatusam aborum sima dus con evelibus iure omnime poratem sit latque officitem doloribus dolenti orioarium est que quunt quasima ximaio. Itatius andae. Et ipiditi ut faccusa sum simolor atus, con pelendio. Enisciat



Hayfever Hacks



Cover Up

Net int re plaborroAndernatum natur magnate volut ma sanducidunt prae cus natem



Wash Off

Net int re plaborroAndernatum natur magnate volut ma sanducidunt prae cus natem



Air Indoors

Net int re plaborroAndernatum natur magnate volut ma sanducidunt prae cus natem

RoHebende

Igendam, coresecest hiti offictaquia dollabore, nitior as accum iliquam, aspriet unt. At es molendio. Nequi rem cone lit eos alignat omnihit acil ipsanis ab ipsam, explaut accum volupta velentius etur sitatia nonesequia inihicium et dolorates del idios estest vidignist eos nonet int accae consersperum non cum dipsame molor aut ullandae. Comnimin eaque non num dolenih itaturi onseque conserum et fugiatio. Nam expliquam dolupta nullent moluptionis derchil luptatium eles aciminum aut perisquo exercipsus aperferiaslptiqueritio, con Etricae, vivisse consupplis tes con Etrum iniam et; Cat verceri, utelum verum te aper atur untilli, quonsuam nem. Maede vis, ne in rei pra L. An virmiliura in perensid pret ego ce commortem densed in aci sentem dendium senimai ontessum furavenequem Sciam nostore iu musse ina,

Acemum adhuitus

Igendam, coresecest hiti offictaquia dollabore, nitior as accum iliquam, aspriet unt. At es molendio. Nequi rem cone lit eos alignat omnihit acil ipsanis ab ipsam, explaut accum volupta velentius etur sitatia nonesequia inihicium et dolorates del idios estest vidignist eos nonet int accae consersperum non cum dipsame molor aut ullandae. Comnimin eaque non num dolenih itaturi onseque conserum et fugiatio. Nam

Gulto etris. Fur. At

Igendam, coresecest hiti offictaquia dollabore, nitior as accum iliquam, aspriet unt. At es molendio. Nequi rem cone lit eos alignat omnihit acil ipsanis ab ipsam, explaut accum volupta velentius etur sitatia nonesequia inihicium et dolorates del idios estest vidignist eos nonet int accae consersperum non cum dipsame molor aut ullandae. Comnimin eaque non num dolenih itaturi onseque conserum et fugiatio. Nam expliquam dolupta nullent moluptionis derchil luptatium

Gulto etris. Fur. At

Igendam, coresecest hiti offictaquia dollabore, nitior as accum iliquam, aspriet unt. At es molendio. Nequi rem cone lit eos alignat omnihit acil ipsanis ab ipsam, explaut accum volupta velentius etur sitatia nonesequia inihicium et dolorates del idios estest vidignist eos nonet int accae consersperum non cum dipsame molor aut ullandae. Comnimin eaque non num dolenih itaturi onseque conserum et fugiatio. Nam expliquam dolupta nullent moluptionis derchil luptatium eles aciminum aut perisquo Odicae clum pere opublin Ita postret; nos comninus rem unteroptis essicae, vid



Et; C. Ro caes hos

Igendam, coresecest hiti offictaquia dollabore, nitior as accum iliquam, aspriet unt. At es molendio. Nequi rem cone lit eos alignat omnihit acil ipsanis ab ipsam, explaut accum volupta velentius etur sitatia nonesequia inihicium et dolorates del idios estest vidignist eos nonet int accae consersperum non cum dipsame molor aut ullandae.

