



SHAVINGTON
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**Shavington-cum-Gresty Council
Environment and Recreation Committee**

Main Road,
Shavington, Crewe
CW2 5DP

www.shavingtononline.co.uk

14 March 2024

To: **Members of the Environment and Recreation Committee**

Dear Councillor,

You are summoned to attend the meeting of the **Environment and Recreation Committee** to be held at **7:30PM** on **Wednesday 20 March 2024** at **Shavington-cum-Gresty Village Hall, upstairs office room, Main Rd, Shavington, CW2 5DP.**

Please note: any person who may find difficulty in access the meeting room upstairs due to mobility impairments is asked to advise the Clerk by email clerk@shavingtononline.co.uk or phone 01270 42 11 25 at least 24 hours before the meeting so that every effort may be made to provide access.

Your sincerely,

Simona Garner
Parish Clerk

AGENDA

1	To receive and consider apologies for absence
2	To note declarations of Members' interests
3	To confirm and sign the minutes of the Environment and Recreation Committee Meeting held on 15 November 2023 (attached)
4	Public Participation <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>

5	To receive and consider the YTD financial position of the Environment and Recreation Committee (attached)
6	To receive and consider an update on the Ground Maintenance Service in Shavington-cum-Gresty from Mr Beckett
7	To receive and consider an update on the Gresty Lane Allotments for the Allotment representative
8	To receive and consider an update on pest-control actions at Gresty Lane Allotments (attached)
9	To receive and consider an update with regards to the Vine Tree play area.
10	To receive and consider an update on IMPACT – Every Leaf Counts (attached)

Shavington-cum-Gresty Council
Environment and Recreation Committee meeting
Main Road,
Shavington, Crewe
CW2 5DP



MINUTES of the meeting held on **Wednesday 15 November 2023**

In attendance: Cllrs Cruickshank¹, Ferguson, Buchanan², K Gibbs, R Jones, S Jones,
McHugh, Randle
Community Manager³

ScG R&E/23/2/1	To receive and consider apologies for absence
	Apologies were received from Mr Davis and from Cllr Buchanan
ScG R&E/23/2/2	To note declarations of Members' interests
	Cllr McHugh declared an interest in item 11. Cllr Cruickshank declared an interest in items 6 and 7.
ScG R&E/23/2/3	To confirm and sign the minutes of the Environment and Recreation Committee Meeting held on 12 July 2023
	RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
ScG R&E/23/2/4	Public Participation <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>

¹ Meeting started at 19:31hrs

² Joined the meeting at 20:07hrs – item 7

³ Left the meeting 19:35hrs

	<p>A Representative from the Gresty Lane Allotment raised the following points, asking for Councillors' feedback:</p> <ul style="list-style-type: none"> a. Hedge maintenance in Gresty Lane b. Pest risk c. Update on occupancy data on Gresty Lane Allotments. <p>The Clerk and Chair of the Committee addressed the points.</p> <p>The Clerk was instructed to provide Councillors with a pest report on the next meeting, with info on methods of treatments, data from the Gresty Lane Allotment plot holders, costs.</p>
<p>ScG R&E/23/2/5</p>	<p>To receive and consider the YTD financial position of the Environment and Recreation Committee</p> <p>Members NOTED the YTD financial position of the Committee.</p>
<p>ScG R&E/23/2/6</p>	<p>To receive and consider an update on the Gresty Lane Allotments.</p> <p>To receive and consider a proposal to issue a "Non-Cultivation Notice" to Plot 9 as per Shavington-cum-Gresty Parish Council Allotment Policy s7.5. And to consider delegate the Clerk, in consultation with the Chair of the Committee, to issue a 'Notice-to-Quit' on behalf of Shavington-cum-Gresty Parish Council if the plot is not found to be under cultivation within the 28 days period, as per s 7.5 of the policy.</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that a 'Non-cultivation Notice' is issued to plot 9 as per s.7.5 of the Shavington-cum-Gresty Parish Council Allotment policy.</p> <p>RESOLVED: that the Clerk, in consultation with the Chair of the Committee, is delegated to issue a 'Notice-to-Quit' on behalf of the Parish Council if the plot holder fails to comply with what stated in the 'Non-cultivation Notice'</p>
<p>ScG R&E/23/2/7</p>	<p>To receive and consider an update on the skip provided to the Gresty Lane Allotments side, and feedbacks from tenants</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the E&R committee acknowledges the informal complaint that has been raised and the way in which it has been addressed.</p>

	<p>RESOLVED: that the Committee concurred that there is no plan for a provision of a skip to the Gresty Lane Allotment site in the near future. In the event of any change to this position, a consultation will be conducted involving the Allotments Representative, officers and committee on the siting, the size, and usage of the skip.</p> <p>RESOLVED: that the Committee is not responsible for removal of waste from individual plots</p>
<p>ScG R&E/23/2/8</p>	<p>To receive and consider an update with regards to the Vine Tree play area.</p> <p>To receive and consider the annual inspection report for Vine Tree playground</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the committee acknowledge the report and made the following comments:</p> <ul style="list-style-type: none"> a. Regarding the risk raised with fencing: The pictures are not up-to-date, as remedial actions had been taken. b. Regarding the Multiplay Unit – Junior (p.5): It was EN compliant when installed, and the committee refers to grandfather rights. <p>It was also NOTED that some pictures in the report were not up-to-date.</p> <p>RESOLVED: that the Ward Councillor will be reported and asked to address this matter.</p>
<p>ScG R&E/23/2/9</p>	<p>To receive proposals for the regular ground maintenance service for 2024/25 and to consider making a recommendation to Full Council to appoint the selected gardener from 1 April 2024</p>
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the following recommendations are made to Full Council</p> <ul style="list-style-type: none"> a. Quote 2 is recommended to Full Council for approval for the provision of the Parish Ground Maintenance service for 2024/25. This recommendation is based on the following reasons: gardener's 5-year plan to improve the green spaces In the Parish, gardener willingness to collaborate with the community through community project, receipt of a more detailed quote compared to the other quotes received. b. A recommendation is proposed to Full Council to consider having a rolling contract with the supplier. This contract will be subject to review

	every two years to assess market value.
ScG R&E/23/2/10	To consider and inform the budget setting process for 2024/25 financial year
	<p>Members NOTED the report.</p> <p>RESOLVED: that the DRAFT Committee budget is reviewed as following and recommended to Full Council:</p> <ul style="list-style-type: none"> • Increase Ground Maintenance supplier to £17,000 • Reduce Ground Maintenance – General amenities to £500 • Add Ground Maintenance Contingency £1,000 • Reduce Allotment Maintenance Cost to £0
ScG R&E/23/2/11	To receive and consider an update on IMPACT – Every Leaf Counts
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the mosaic project is approved, and that the Clerk, in conjunction with the Chair of the Committee, is delegated to appoint the supplier to deliver the work.</p>
ScG R&E/23/2/12	To note the date of the next Environment and Recreation Committee Meeting – 20 March 2024 7:30PM
	Councillors NOTED the date of the next Environment and Recreation Committee meeting

Meeting closed at 2140 hrs

Chair: Cllr Ferguson

Clerk: S Garnero

Summary of Receipts and Payments

Cost Centre 4

Environment & Recreation Coi

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Ground Maintenance - General				1,000.00	77.92	922.08	922.08 (92%)
28	Ground Maintenance- supplier				15,000.00	9,308.75	5,691.25	5,691.25 (37%)
29	Vine Tree Play area - mainten				1,000.00	208.64	791.36	791.36 (79%)
30	Vine Tree Play Area - Inspection				400.00		400.00	400.00 (100%)
31	Allotment fee	720.00	758.34	38.34				38.34 (5%)
32	Allotment maintenance cost					342.50	-342.50	-342.50 (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	893.47	606.53	606.53 (40%)
SUB TOTAL		720.00	758.34	38.34	19,700.00	10,831.28	8,868.72	8,907.06 (43%)

Summary

NET TOTAL	720.00	758.34	38.34	19,700.00	10,831.28	8,868.72	8,907.06 (43%)
V.A.T.					260.30		
GROSS TOTAL		758.34			11,091.58		



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Report Statement

Meeting: Environment and Recreation Committee,
20.03.2024

Report Purpose: To provide an update on pest-control actions at Gresty Lane Allotments

Version Control: v1

Author: Clerk

1. Report Summary

To provide Councillors with an overview of pest control actions at Gresty Lane allotments.

2. Background

On 15 November 2023, the Allotment representative raised the issue of pests at the Gresty Lane Allotments. Consequently, the Committee requested the Clerk to provide a pest report for consideration.

3. Position

As a general rule, the responsibility for pest control at allotment sites typically falls upon the allotment holders themselves. They are usually responsible for managing pests on their individual plots. However, in some cases, the allotment association or committee may coordinate efforts or provide guidance on pest control measures for the entire site.

Neither the Parish Council Allotment Policy nor the National Law on allotment require the Parish Council to deal with the issue, although regulations are in place on the type of pesticide to be used on the site and actions to be taken to reduce risks when dealing with those products.

However, it is worth noting the following:

- The Allotments risk assessment lists as a mitigation action to reduce the risks linked with rats 'to report any problem to the Clerk via Allotment Representative.'
- While responsibility remains with the plot holder, the Parish council might have a duty of care under the Health and Safety Work Act 1974, the Occupiers Liability Act 1984 and 1957, and Public Health Act 1984 on common land between each plot

All literature seems to point to mitigation actions to be taken to reduce the risk of pests on the site (see attached document from the National Allotment Society), which is similar to the Allotment Guidelines provided to the Allotment representative for circulation. While few or little is said on best practice to deal with the issue when this emerge.



It is the Clerk's advice that, while the responsibility doesn't lay entirely on the Council, the Council should put in place some control action to support plot holders in dealing with the issue (only if they are proven to be within the allotment income budget, and not at a community cost).

In the current year, the income from allotment tenancies has been £758 vs. £343 of maintenance costs (please note: these do not cover staff time). The next year's income is expected to be £720, so it is the Clerk's view that up to £300 could be allocated in a yearly contract with a pest control service to deal with the issue. This will have to be communicated to the plot holders who will have to be made aware that if this action is undertaken, other site improvements will have to be delayed. Also, plot holders will all have to agree to progress with the pest control service.

4. Community Impact

Positive: improved health and safety

5. Governance

The Allotment Act 1950
The Health and Safety Work Act 1974
The Occupiers Liability Act 1984 and 1957
Public Health Act 1984

6. Financial Impact

Up to £300

7. Resource Impact

Clerk and Allotment Representative time

8. Consultation/Engagement

All plot holders should give consent

9. Conclusions

Councillors are asked to note the report and to instruct the Clerk on the next steps.



How to reduce the Rat Population on Allotment Sites

Rats can be a particular problem on allotments, especially near water courses, in undisturbed compost heaps or bins and if hens are kept on the site. Rats carry a wide range of diseases and parasites that are potentially harmful to humans and animals. Leptospirosis (Weil's disease) can be fatal to humans. Other diseases, such as Toxoplasmosis and Salmonella, affect both humans and animals, and parasites can present a further hazard. Rats consume 25-30 g of food on average per day and they contaminate everything they encounter with droppings, urine and hairs.

Although rats are mainly nocturnal you may see them moving around your plot, other signs to look out for are:

- Holes or burrows 6-9cm in diameter, they may use spaces under sheds or amongst wood piles or even in a dry compost heap.
- Runs and tracks - Runs are typically 5-10 cm wide and appear as continuous, well-used routes through vegetation or alongside walls and other linear features.
- Droppings - 15-20 mm long, cylindrical, flat at one end and often pointed at the other. They are moist when fresh, but dry within hours to give a dull appearance. You may see these in your compost bin where they have been feasting on any kitchen peelings or where they have been feasting on your sweetcorn.
- If hens are kept on the site rats will be attracted by the access to food and water and they have even been known to take eggs.

There are steps that plot-holders can take to reduce the opportunities for rats to populate the site.

Good Housekeeping

- Keep your plot tidy — encourage neighbouring properties to do the same.
- Visit and inspect the plot regularly, make your presence known (e.g. kicking compost bins).
- Thoroughly wash (and peel, as appropriate) the fruit and vegetables you harvest and destroy all vegetables with signs of rodent damage.
- If you discover you have a rat infestation, make sure you wear disposable gloves when dealing with the problem and harvesting your vegetables.
- Keep your sheds/storage unit/greenhouse/tunnels/henhouse etc. secure and in good order; check regularly for signs of rats living underneath.

Reduce access to food

- Turn compost heaps and bins regularly – locate in open areas.
- Use weld mesh as a base for bins and line wooden heaps with the same.
- Only compost vegetation from site, avoid using household waste on compost heaps.
- Keep content of bins moist.
- Store seeds, bulbs etc in rodent-proof containers.
- Do not feed birds and wildlife with items such as fat balls, wild bird seed, nuts.
- Harvesting fruit and vegetables promptly.
- Hen-keepers should clean up any spilled food, use rodent resistant treadle feeders and remove food and water sources at night.



- Hen food should be stored in metal bins.

Reduce opportunities to nest

- Block access points in and under sheds or structures: a rat will easily squeeze through a 1" hole.
- Removing rubbish from the site and regularly move any storage piles.
- Ensure that, if possible, any structure is housed on hard standing to prevent rodents from burrowing in underneath.
- Hen houses should be rodent proofed and weld mesh used not chicken wire.

Infestations

If an infestation occurs it may be necessary for an association to take further measures to control the rodents. More information about training in the [“Responsible and Effective Control of Commensal Rodents”](http://www.nsalg.org.uk/allotment-info/lantra-nas-training-courses/) can be found on the National Allotment Society website www.nsalg.org.uk/allotment-info/lantra-nas-training-courses/

The course provides an understanding of why it is necessary to control rodents, the biology and behaviour of rodents and legislation associated with rodent control. Trainees will understand what information is required when carrying out a survey and the non-chemical methods available to control rodents as well as the current rodenticides and formulations as to how they work, how to transport them, safe disposal and the importance of completing documentation.



Many thanks to Ken Brown of Ely Allotments for allowing us to use material from his Rat Control presentation.



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Shavington-cum-Gresty Parish Council Allotment Guidelines



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Guidelines to discourage rats at allotments site

Discouraging rats at an allotment site is everybody's responsibility. Please follow this advice to help prevent them making your plot their home:

- Turn the contents of your compost bin regularly (at least twice per year). This disturbs any rats that have taken up residence.
- Plastic compost bins should be given a small gauge wire mesh lining at the base or can be placed on paving slabs to prevent rats from burrowing in underneath.
- Regularly check your compost bin to ensure it is not a peaceful place for rats to sleep.
- Do not use your compost bin to dispose of household waste. Never put meat, dairy, bones, cooked foods or other inappropriate items in your compost bin. This will attract rats and make your bin smell.
- Harvest ripe fruit and vegetables promptly and take them home to enjoy (they are a food source for rats).
- Do not leave discarded fruit and vegetables on the ground, as these are a source of food for rats and other pests.
- Keep your plot tidy and ensure that allotment gardens do not become overgrown or allow rubbish to build up e.g. timber, old carpet, stockpiled materials etc. Built up rubbish etc. provides cover for rats to live under (harbourage).
- Fruit and vegetables with signs of rat damage should be destroyed. Rats carry risk of Weil's disease, Salmonella and Leptospirosis among other things and they urinate wherever they go.
- Sheds must be made rat-proof i.e. holes should be blocked and regular checks should be made to ensure that rats are not living underneath sheds or taking up residence in your greenhouse.
- Consider storing seeds, bulbs etc. in rodent proof containers.

Maintaining a compost heap in good condition is the responsibility of the tenant and not to do so may put the tenant in breach of the tenancy agreement and this could ultimately lead to termination of the tenancy agreement.



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Report Statement

Meeting: Environment and Recreation Committee
20 March 2024

Report Purpose: To receive an update on Impact Project 2023/24

Version Control: v1

Author: Sara Randle

1. Report Summary

The report details the work completed for the Impact project so far.

2. Background

Shavington-cum-Gresty Parish Council successfully applied for £10,000 of funding from the National Lottery Community Project towards the project 'IMPACT- every leaf counts.'

The 'IMPACT – every leaf counts' project aim is to create and enhance the biodiversity in the area with an emphasis on improving pollinator habitats, and to raise awareness and empower residents with taking ownership of green spaces in the parish.

The project has 5 strands to it which are:

- **Leaf 1:** Revamp existing green spaces with pollinator-friendly plants
- **Leaf 2:** Converting disused phone kiosks into community vertical herb gardens;
- **Leaf 3:** Establish a group of volunteers to look after green areas in the parish; and
- **Leaf 4:** Cultivate environmental awareness with a series of garden coffee meetings.
- **Leaf 5:** Promote opportunities for people to meet and connect with others who share similar interests or values, to help build social networks and strengthen relationships within the community.

3. Position

Members are asked to note the project work undertaken.

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 Environment & Recreation Committee.

7. Financial Impact

The financial impact will be from the National Lottery Funding Award and allocated ER budget.

8. Resource Impact

Staffing impact requirements.

9. Consultation/Engagement

n/a

10. Parish Area Affected

All Parish residents and community groups.

11. Conclusions

Member are asked to note the report.

12. Consideration Sought

No consideration to be sought. This is just an update of progress.

Impact Project Update

Leaf 1: revamp existing green spaces with pollinator-friendly plants



Gresty area has 3 new flowerbeds installed. Spring bulbs planted by Keltbrey volunteers, Hickory's Smokehouse staff and community members are now appearing and adding colour to the Parish.

Leaf 2: converting disused phone kiosks into community vertical herb gardens;



Progress on the second phonebox is good. Shelving and irrigation are in place mosaics are underway from community event and from Shavington Primary School. Design has been created from 12 pupils design work. This will go on the side of the phonebox.



Leaf 3: establish a group of volunteers to look after green areas in the parish;



Community groups are now taking care of a number of flowerbeds with Andi (grown maintenance) still overall responsible.

Old Co-Op flowerbed planted winter bedding (supplied from National Lottery budget)& spring bulbs maintained by WI

Scouts maintain 2 tubs outside scout hut & have planted bulbs in these (supplied from National Lottery budget)

Brownies maintain tub outside SPS & are to plant bulbs in this (supplied from National Lottery budget)

SPS maintain #Queenbee flowerbed & have planted with winter bedding & spring bulbs (supplied from National Lottery budget)

Hickory's staff assisted with planting & upkeep of Gresty flowerbeds. (supplied from National Lottery budget)

Call for help to plant bulbs and has generated some volunteers to help with spring bulb planting in Nisa Flowerbeds and in Co-Op flowerbeds



Leaf 4: Cultivate environmental awareness with a series of garden coffee meetings.

These event has been very popular with good attendance

- Sunday 28th January 2pm Cheshire Wildlife Trust – 45 people in attendance
- Sunday 11th February 2pm Herbs for Health – 40 people in attendance
- Sunday 17th March 2pm – Anne Harrison

These events are planned for the near future:

- Sunday 21st April 11am-12noon– Foraging for ages Introduction to Foraging



Leaf 5: Promote opportunities for people to meet and connect with others who share similar interests or values, to help build social networks and strengthen relationships within the community.

Newsletter and Social Media posts used to update community on progress and focus of project with opportunities for community members to join in activities.

Articles in the newsletter have so far covered the WI, Scouting and Girl Guiding.

