



SHAVINGTON
CUM
GRESTY

**Shavington-cum-Gresty Council
Community and Engagement Committee**

Main Road,
Shavington, Crewe
CW2 5DP

www.shavingtononline.co.uk

7 March 2024

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 13 March** 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 Community and Engagement Committee Meeting held on 13 December 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 Community and Engagement Committee (attached)
6	To receive and consider variations to the original plans for the D-Day event in 2024 (attached)
7	To receive an update on the IMPACT project (attached)
8	To receive an update on Well-Being Wednesdays in Shavington-cum-Gresty and Shakedown Wednesdays in Shavington-cum-Gresty projects
9	<p>To receive and consider the possibility of having a stall at the Shavington Village Festival Event in June, as well as allocating a budget for activities to be delivered on the day.</p> <p>To consider delegating the responsibility to the Community Manager for planning and delivering the Council stall at the event.</p>
10	To receive and consider a proposal for the event format and date for the Christmas Carol event in 2024 (attached)
11	To receive and consider a proposal for the service format for the Shavington-cum-Gresty Remembrance Service 2024 (attached)

Shavington-cum-Gresty Council
Community & Engagement Committee meeting
Main Road,
Shavington, Crewe
CW2 5DP



MINUTES of the meeting held on **Wednesday 13 December 2023**

In attendance: Cllrs K Gibbs, S Jones, G McIntyre

Sara Randle, J McIntyre, A George

ScG CE/23/05/1	To receive and consider apologies for absence
	Apologies were received from Cllrs Cruickshank, B Gibbs, McHugh, R Jones.
ScG CE/23/05/2	To note declarations of Members' interests
	No declaration of interest was raised.
ScG CE/23/05/3	To confirm and sign the minutes of the Community and Engagement Committee Meeting held on 30 August 2023
	RESOLVED: that the minutes of the previous meeting are approved and signed as an accurate record.
ScG CE/23/05/4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was raised.
ScG CE/23/05/5	To consider the appointment of non-Parish Councillors Members to the Committee as representative of the community

	RESOLVED: that Ms George is appointed as non-Parish Council Member to the Committee as representative of the community
ScG CE/23/05/6	To receive and consider the YTD financial position of the Community and Engagement Committee
	Councillors NOTED the report.
ScG CE/23/05/7	To receive and consider a proposal for a virement recommendation to cover the cost of refurbishment of the Parish Roll of Honour
	Councillors NOTED the report. RESOLVED: that a recommendation is made to Full Council to consider a proposal of virement from Remembrance Service cost code and Civic Events cost code toward the Roll of Honour cost code for £1,317.50 to cover the cost of a new Roll of Honour stone with the updated list
ScG CE/23/05/8	To receive the post-event report on the Remembrance Service 2023
	Councillors NOTED the report. The following items were NOTED for consideration/improvement for the next year Service: <ul style="list-style-type: none"> • As wreaths are laid an announcement to be made of who the wreath is being laid on behalf. • Scout parade disassemble on the car park to avoid congestion.
ScG CE/23/05/9	To receive and consider an update on the IMPACT project
	Councillors NOTED the report.
ScG CE/23/05/10	To receive and consider the yearly content schedule for the Parish Newsletter in 2024
	Councillors NOTED the report. RESOLVED: the yearly content schedule for the Parish Newsletter in 2024 is approved, with the following addition: <ul style="list-style-type: none"> • CEC update • Prominent Local Figures • Welcome advert for new residents (contact details) • Gardener's Report (March/June/September) • Inclusion of the D-Day section in the June edition
ScG CE/23/05/11	To receive and consider a proposal for the D-Day event in 2024

	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the proposal for the event is accepted and the Community Manager is instructed to progress with the plan.</p> <p>RESOLVED: That the Community Manger is instructed to liaise with the Primary School and the Chair of the Committee to liaise with the historical expert, to explore the feasibility and interest in extending the exhibition by an additional day for the benefit of school pupils. Outcomes to be reported to the March meeting for committee's consideration.</p> <p>RESOLVED: that to remain within the allocated budget, the Community Manager is instructed to proceed with the refurbishment of the Jubilee beacon, instead of purchasing a new one.</p> <p>RESOLVED: that Shavington Academy and Shavington Primary schools should be notified of the exhibition</p>
ScG CE/23/05/12	To receive an update on the Carol Christmas event scheduled on Sat 23 December
	<p>The Community Manager briefed Councillors on the item.</p> <p>Councillors NOTED the brief.</p>
ScG CE/23/05/13	To note the date of the next Community and Engagement Committee Meeting – 13 March 2024 – 7:30PM
	<p>Councillors NOTED the date of the next Community & Engagement Committee meeting.</p>

Meeting Closed at 2023 hrs

Chair: Cllr K Gibbs

Clerk: S Garnero

Summary of Receipts and Payments

Cost Centre 3

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	8,481.40	3,918.60	3,918.60 (31%)
21	General Parish Council design a				3,700.00	2,031.52	1,668.48	1,668.48 (45%)
22	PC/VH subscription and adv				1,500.00		1,500.00	1,500.00 (100%)
23	Village Festival				323.00	323.00		(0%)
24	Christmas/Winter event				3,177.00	1,457.63	1,719.37	1,719.37 (54%)
25	Remembrance Service				3,811.88	3,807.47	4.41	4.41 (0%)
26	Community events				1,150.00	190.00	960.00	960.00 (83%)
49	Small Grant Scheme				100.00	40.00	60.00	60.00 (60%)
55	#QueenBee fund		4,146.56	4,146.56				4,146.56 (N/A)
58	Engagement and Promotion				3,300.00	1,855.84	1,444.16	1,444.16 (43%)
61	Civic events				2,170.62	2,170.62		(0%)
69	NEW - Roll of Honour				1,317.50	1,317.50		(0%)
SUB TOTAL			4,146.56	4,146.56	32,950.00	21,674.98	11,275.02	15,421.58 (46%)

Summary

NET TOTAL	4,146.56	4,146.56	32,950.00	21,674.98	11,275.02	15,421.58 (46%)
V.A.T.				2,802.81		
GROSS TOTAL	4,146.56			24,477.79		



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Report Statement

Meeting: Community & Engagement Committee
13 March 2024

Report Purpose: To receive an update proposals for a D-Day 80th Anniversary Event in
Shavington-cum-Gresty 6 June 2024

Version Control: v1

Author: Sara Randle

1. Report Summary

The report details an update for the Civic D-Day 80th Anniversary commemoration.

2. Background

Thursday 6 June 2024 is the 80th Anniversary of the D-Day landings. There will be commemorative events across the nation on this event. Guidance has been sent by Pageant master Bruno Peek with suggestions of events to take place. The chair of the C&E Committee, Clerk and Community Manager have met with a local historian to plan event details.

3. Position

Members are asked to consider updates for a commemorative event arrangements in Shavington-cum-Gresty.

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

The financial impact will be from the C&E budget which will need allocation in the 2023/24 budget.



8. Resource Impact

Financial and staffing impact.

9. Consultation/Engagement

n/a

10. Parish Area Affected

All Parish residents and community groups.

11. Conclusions

Members are asked to note the report and to consider the variations from the previous report (date of the Exhibition only)

12. Consideration Sought

That a decision is made to allow the Chair of the C&E Committee alongside the Community Manager and Clerk to continue to proceed with any organisation that is required.

Historical Booklet

This will now be a section in the June newsletter. This will help to reduce printing, design and distribution costs. The June Newsletter will be planned to be distributed week beginning 20th May to ensure the information is in the community for the exhibition.

Exhibition

The Exhibition will now take place on the weekend 1 and 2 June. This change in date is due to the availability of the local historian.

This event will consist of:

- Historical Displays & Artifacts showcasing our community's involvement in D-Day, WWI, and WWII.
- Exclusive Film Footage of the D-Day landing.
- Information about HMS Shavington and the brave individuals who served on board.
- Information on Local Heroes like Richard Pryce Hughes, Geoff Cockshott, Wilfred Purcell, and Harry Southern.
- Children's Trail for fun and educational exploration

Beacon Lighting

In line with national guidance Beacon lighting on Thursday 6 June in St Marks Church Field. Reading of International Tribute at 9:10 pm and Beacon lit at 9:15pm. (This is just before sunset at 9.31pm)



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<i>Costs (Estimated)</i>	
£100	<i>Exhibition printing/display (no hire of boards included)</i>
£200	Photographic display printing
£700	Beacon Lighting
£800	Marketing
£1800	<i>Total*</i>

The costing does not include staffing hours or hall hire



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Report Statement

Meeting: Community and Engagement Committee
13 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

These events are planned for the near future:

- Sunday 27th March 2pm – Anne Harrison
- 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.





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Report Statement

Meeting: Community & Engagement Committee
13 March 2024

Report Purpose: To receive and consider proposals for the Carola at Christmas event 2024.

Version Control: v1

Author: Sara Randle

1. Report Summary

The report details a proposal for planning the annual Carols at Christmas event.

2. Background

The Carols at Christmas Event is a well-attended annual event within the Parish of Shavington-cum-Gresty organised by the Parish Council. The event consists of a brass band and refreshments for those who attend.

3. Position

Members are asked to consider the proposed plan and permission to going forward with planning this event.

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

The financial impact will be from the C&E budget with allocation already in place for a Christmas event.

8. Resource Impact

9. Clerk and Community Manager time. The event would aim to be a community led. Allocated budget from Community and Engagement budget event.



10. Consultation/Engagement

n/a

11. Parish Area Affected

All Parish residents and community groups.

12. Conclusions

Member are asked to note the report and consider the proposal

13. Consideration Sought

That members agree to the event and a decision is made to allow the Community Manger and Clerk to proceed with any organisation that is required.

There are approximately 30 hours available for the planning and running of this event

Proposal

The Carols at Christmas event to be hosted on Saturday 21 December (or a date available around this time depending on the availability of the Brass Band) The event will follow the same format as previous years with a Brass Band leading the music. There will also be refreshments served to community members.

If members are in agreement, then the WI to be approached to ask if they are able to support the event by serving refreshments.



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Report Statement

Meeting: Community & Engagement Committee
13 March 2024

Report Purpose: To receive an update and request for Remembrance 2024

Version Control: v1

Author: Sara Randle

1. Report Summary

The report details a request for planning the Remembrance Sunday Service 10 November 2024.

2. Background

Shavington-cum-Gresty Parish Council organises an annual Remembrance Service for the community of Shavington-cum-Gresty. This has been an annual event organised in conjunction with other community groups with over 200 residents usually in attendance.

3. Position

Members are asked to consider the proposed plan and permission to going forward with planning this event.

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

The financial impact will be from the C&E budget already allocated for Remembrance event.

8. Resource Impact

Clerk and Community Manager time. The event would aim to be a community led. Allocated budget from Community and Engagement budget event.



9. Consultation/Engagement

n/a

10. Parish Area Affected

All Parish residents and community groups.

11. Conclusions

Members are asked to review the Remembrance Plan detailed in this report and consider agreeing to proceed with planning for this event.

12. Consideration Sought

That the proposal for the order and planning of the Remembrance service 2024 is approved in principle.

To consider delegating the responsibility of specific planning options to be decided by the Community Manager and working group for planning the event.

Planning for service to continue as in previous years with addition of roll call of groups name/ representation as wreaths are laid.

Scout/Cubs leaders to be asked to lead parade as in previous years. Order of parade to be as follows: Union Flag, Veterans, Scouts/Cubs/Brownie Flags, Scouts/Cubs/ Brownies, Community Members & Councillors.

Service to be led by St Mark's Church and Shavington Methodist Church in conjunction with Shavington-cum-Gresty Parish Council. Format for service to be as previous years.

WI to be asked to serve refreshments in St Mark's Church Hall after service.

Budget – to be delivered within the allocated for Remembrance 2024



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

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