



SHAVINGTON
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**Shavington-cum-Gresty Council
Environment & Recreation Committee**
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk

3 October 2024

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

Dear Councillor,

You are summoned to attend the meeting of the **Environment & Recreation Committee** to be held at **7:30PM** on **Wednesday 9 October 2024** at **Shavington-cum-Gresty Village Hall, Main Rd, Shavington, CW2 5DP**.

Your sincerely,

Simona Garnero
Parish Clerk

AGENDA

1	To elect the Chair and Deputy Chair of the Environment & Recreation Committee.
2	To receive and consider apologies for absence.
3	To note declarations of Members' interests.
4	To note the Terms of Reference of the Environment & Recreation Committee. (attached)
5	To consider the appointment of non-Parish Councillors Members to the Committee as representatives of the community.
6	To confirm and sign the minutes of the Environment & Recreation Committee Meeting held on 20 March 2024 (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 Environment & Recreation Committee. (attached)
9	To receive and review the Grounds Maintenance Service in Shavington-cum-Gresty, with consideration of any priorities for improvement.
10	To receive and consider an update on the Gresty Lane Allotments, including any issues raised and actions required.
11	To consider and inform the budget setting process for 2025/26 financial year (attached)
12	<p>To consider a proposal to review section 3.12 of the Allotment Policy as follows, in order to ensure compliance with the latest regulations:</p> <p>"3.12 The tenant shall not keep, or allow others to keep, animals or livestock (except hens, but not cockerels, or rabbits) on the allotment site. While it is lawful to keep hens or rabbits on an allotment, tenants must notify the Council in writing before doing so. The tenant must also demonstrate that the keeping of hens or rabbits will not harm their health or cause a nuisance to other allotment tenants (as per section 12 of the Allotments Act 1950). Any structures required to keep hens or rabbits on a plot must comply with section 5 of these Rules. Additionally, tenants must adhere to all relevant national regulations concerning the keeping of poultry, including the responsibility to register as a keeper."</p>
13	To note the date of the next Community & Engagement Committee Meeting – 26 March 2025 7:30PM



Report Statement

Meeting: Environment and Recreation Committee

Report Purpose: To present Committee ToR

Version Control: v1

Author: Clerk

1. Report Summary

The report presents the Committee ToR for 2024/25

2. Background

On 1 May 2024 the Parish Council approved the Committees Term of References.

3. Position

Members are asked to note the Committee Term of Reference for 2024/25

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.



ENVIRONMENT AND RECREATION COMMITTEE

Approved by Shavington cum Gresty Parish Council on 1 May 2024

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6 Members of the Authority		Quorum 3
Meeting will take place every 6 months		
<p>The Committee's objective is to improve the quality of life in Shavington-cum-Gresty by providing and maintaining local amenities, allotments and environment in an efficient, cost effective and environmentally sustainable way.</p> <p>All non-committee members may attend meetings of the Committee except for confidential items and speak at the Chairman's discretion but are unable to vote.</p>		
Function of the Council Column 1	Delegation of Function Column 2	
1	To manage the operation of all open spaces, playing fields, playgrounds and allotments under the responsibility of the Council.	Committee Parish Clerk for routine management
2	To recruit, appoint, review and regularly monitor the ground maintenance contracts to guarantee value for money for the Council.	Committee Parish Clerk for routine management Council for everything without budgetary allocation. Parish Clerk for emergency works in line with Finance Regulation, subject to reporting justification to next Council
3	To monitor the maintenance of all open spaces particularly the Village Hall patio garden and war memorial and ensure that they are in safe condition for their use by the public.	Committee Parish Clerk for routine management Council for everything without budgetary allocation. Parish Clerk for emergency works in line with Finance Regulation, subject to



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		reporting justification to next Council
4	To ensure that all the council's green spaces and flower beds are managed effectively to provide a pleasant and safe environment for residents and visitors to the Parish.	Committee Parish Clerk for routine management
5	To encourage engagement with the community, interest groups and external bodies, to assist in the conservation and enhancement of council green spaces and flower displays.	Committee
6	To consider and where relevant determine, in association with appropriate other bodies, the arrangement and presentation of flower beds, green areas and other relevant matters on Council property	Committee
7	To undertake and monitor health and safety inspections of all playground equipment, and arrange for remedial works where recommended.	Committee Parish Clerk for routine management Council for everything without budgetary allocation. Parish Clerk for emergency works in line with Finance Regulation, subject to reporting justification to next Council
8	To keep under review opportunities to secure funding support from external sources	Committee
9	To liaise with outside companies/agencies on amenity issues	Committee Parish Clerk for routine management Council for everything without budgetary allocation. Parish Clerk for emergency works in line with Finance



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		Regulation, subject to reporting justification to next Council
10	To review and recommend all the charges and fees relating to the Council's allotments sites	Committee
11	To oversee the management, maintenance, upkeep and improvement of the allotment sites, work to ensure that allotment plots are maintained to a high standard and to maximise the occupancy of the Council's allotments sites	Committee Parish Clerk for routine management
12	To develop, oversee and promote projects that relate to the upgrading and improvement of the Council's allotments sites	Committee
13	To be responsible for monitoring the terms laid out as part of Allotment policy To draft and recommend policies relevant to this Committee to Full Council	Committee
14	To ensure that repairs and maintenance of benches owned by the Parish Council are carried out	Committee Parish Clerk for routine management Parish Clerk for emergency works in line with Finance Regulation, subject to reporting justification to next Council

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.

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



MINUTES of the meeting held on
Wednesday 20 March 2024

In attendance: Cllrs Ferguson, Buchanan, K Gibbs, R Jones, S Jones, McHugh, Randle

Mick Tobin, Gresty Lane Allotment Representative for the meeting

ScG R&E/23/3/1	To receive and consider apologies for absence
	Apologies were received from Mr Davis and Cllr Cruickshank
ScG R&E/23/3/2	To note declarations of Members' interests
	No declaration was raised
ScG R&E/23/3/3	To confirm and sign the minutes of the Environment and Recreation Committee Meeting held on 15 November 2023
	RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
ScG R&E/23/3/4	Public Participation <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comments
ScG R&E/23/3/5	To receive and consider the YTD financial position of the Environment and Recreation Committee

	<p>Members NOTED the YTD financial position of the Committee.</p> <p>RESOLVED: that items 7 and 8 are brought forward and discussed before item 6.</p>
ScG R&E/23/3/6	To receive and consider an update on the Ground Maintenance Service in Shavington-cum-Gresty from Mr Beckett
	<p>Mr Beckett updated Councillors on the Ground Maintenance Service in Shavington-cum-Gresty.</p> <p>Councillors NOTED the update.</p> <p>RESOLVED: that the Clerk is asked to inquire about the ownership of the land at the intersection of Main Road and Barons Road and whether asset transfer could be considered. The matter is then deferred to the full council for consideration.</p>
ScG R&E/23/3/7	To receive and consider an update on the Gresty Lane Allotments for the Allotment representative
	<p>Mr Tobin, Gresty Lane Allotment Representative for the meeting, briefed Councillors on the item.</p> <p>Councillors NOTED the update.</p>
ScG R&E/23/3/8	To receive and consider an update on pest-control actions at Gresty Lane Allotments
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that a budget £300 is allocated for a professional pest control treatment in the area, subject to consultation with all tenants. Councillors will review the outcomes once the treatment is completed.</p> <p>RESOLVED that the consultation should result in all tenants being in agreement.</p>
ScG R&E/23/3/9	To receive and consider an update with regards to the Vine Tree play area.
	The Clerk briefed Councillors on the item.

	Councillors NOTED the update.
ScG R&E/23/3/10	To receive and consider an update on IMPACT – Every Leaf Counts
	Members NOTED the report.

Meeting closed at 2035 hrs

Chair: Cllr Ferguson

Clerk: S Garnero

DRAFT

Summary of Receipts and Payments

Cost Centre 4

Environment & Recreation Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Ground Maintenance - General				500.00	89.01	410.99	410.99 (82%)
28	Ground Maintenance- supplier				17,000.00	5,581.68	11,418.32	11,418.32 (67%)
29	Vine Tree Play area - maintenanc				1,000.00		1,000.00	1,000.00 (100%)
30	Vine Tree Play Area - Inspection				400.00		400.00	400.00 (100%)
31	Allotment fee	700.00	600.00	-100.00				-100.00 (-14%)
32	Allotment maintenance cost				700.00	10.80	689.20	689.20 (98%)
52	Defibrillator and kiosk				300.00		300.00	300.00 (100%)
54	CIL - Community Infrastructure L							(N/A)
74	Ground Maintenance Contingenc				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL		700.00	600.00	-100.00	20,900.00	5,681.49	15,218.51	15,118.51 (69%)

Summary

NET TOTAL	700.00	600.00	-100.00	20,900.00	5,681.49	15,218.51	15,118.51 (69%)
V.A.T.							
GROSS TOTAL		600.00			5,681.49		



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Report Statement

Meeting: Environment & Recreation Committee

Report Purpose: To inform the budget 2025/26 process

Version Control: v1

Author: Clerk

1. Report Summary

The purpose of this report is to present for Members' consideration, comments, and recommendation the draft 2025/26 budget for Environment & Recreation Committee.

2. Background

Members approved the Budget Setting Schedule for the Council's 2025/26 Budget at the Full Parish Council meeting held on 3 July 2024.

The Budget Setting Schedule outlined the timeline for budget preparation and reporting of the draft budget to the various Committees of the Council.

The draft 2025/26 E&R budget is presented in this report, along with the attached appendix, for Members' consideration.

The draft 2025/26 E&R Committee Budget has been developed in accordance with the key principles of the Parish Council.

3. Position

The detailed draft 2025/26 E&R Budget is attached at Appendix 1 for Members' consideration.



Members will note that the attached draft budget figures include references to the 2024/25 budget. These are shared to enable Members to take these figures into account, in their consideration of the draft 2025/26 budget proposals.

4. Governance

Shavington-cum-Gresty Parish Council Financial Regulation
Shavington-cum-Gresty Parish Council Budget Setting Schedule

5. Financial Impact

The financial implications for the Council are fully set out in the report.

6. Wards Affected

Village Hall Committee

7. Consideration Sought

It is recommended that Members consider the attached draft 2025/26 budget, and provide comments, feedback or proposed amendments



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Environment and Recreation Committee		2024/2025 Income	2024/25 Expenditure	2025/26 Income	2025/26 Expenditure	
27	Ground Maintenance - General amenities		£ 500.00		£ 500.00	
28	Ground Maintenance-supplier		£ 17,000.00		£ 17,000.00	Current contract is £15,785 + up to £1,200 for watering. Only used £320
29	Vine Tree Play area - maintenance		£ 1,000.00		£ 1,000.00	
30	Vine Tree Play Area - Inspection		£ 400.00		£ 400.00	
31	Allotment fee	£ 700.00		£ 600.00		
32	Allotment maintenance cost		£ 700.00		£ 600.00	
52	Defibrillator and kiosk		£ 300.00		£ 300.00	
	Ground Maintenance contingency		£ 1,000.00		£ 1,000.00	
	SUB TOTAL	£ 700.00	£ 20,900.00	£ 600.00	£ 20,800.00	

Shavington-cum-Gresty, *Environment & Recreation Committee* 09.10.2024
Agenda Item 11



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