



Goostrey Parish Council

AMENITIES COMMITTEE

AGENDA for the MEETING on WEDNESDAY 7th APRIL 2021

at 7.00 PM Via VIDEO CONFERENCE

Present: Cllrs Rathbone (TR)(Chairman), Morgan (PM)(Vice Chairman), Roberts (DR) and Williams (EW)

In Attendance: S Jones, Clerk to the Council

1. **Declarations of Interest** - There were no declarations of interest made.
2. **Apologies for Absence** – Apologies were received from Cllrs Beckham and Lord.
3. **Minutes of the meeting of 3rd February 2021** - . Minutes are available on the website at <https://goostrey.info> under the Parish Council Documents menu item.

Resolved: *The minutes of the meeting on 3rd February 2021 were accepted as a true record of the meeting.*

4. Actions from the last meeting

- i. Clerk to contact the Chairman of the Friends of Goostrey Station to ensure that they have no objections to the Station Embankment being included in the Village Improvements questionnaire. **Completed.**
- ii. Clerk to add an item to the Agenda of the February 2021 Parish Council Meeting outlining the Amenities Committees proposal regarding the content and distribution of the Village Improvements questionnaire. **Completed.**
- iii. Village Assets Actions
 - Clerk to provide costs to purchase and install the bench for consideration by Finance Committee for including the costs in ear marked reserves in 2021/22. See Item 7
 - Clerk to check that Village Entrance Signs are on the Asset Register and report back to PM. **Completed**
 - Cllrs Lord and Williams agreed to clean the inside and outside of the telephone kiosk before the next Amenities Committee Meeting. **Completed.** The Chairman thanked Cllrs Lord and Williams for their efforts to clean the phone box.
 - Clerk to investigate refurbishment options for the telephone kiosk and report back to the next Amenities Committee Meeting. To include full refurbishment and if it is possible to move the kiosk away from the hedge. (see item 6iii)
 - Clerk to expedite the refurbishment works by year end and within budget. **Completed**
- iv. Christmas Lights on the Bog Bean - Clerk to arrange a meeting for Committee Members on the Bog Bean to consider if any works are required to the Christmas Lights, when Government Restrictions are lifted sufficiently to allow the Committee Members to hold the meeting. Suggest after 12th April no more than 6 people to attend outside. **Action:** Clerk to arrange the meeting when it is safe to do so.
- v. Clerk to write to resident regarding the Council's position on adopting the verge. **Completed.**
- vi. Clerk to find out when the planters need to be moved and advise Cllr Rathbone so he can arrange for the planters to be moved. **Completed.**
- vii. Clerk to contact Twemlow Parish Council to ask if they are aware of what is happening at the Old Fuel Depot. **Contacted Twemlow PC.** The Chairman of Twemlow PC has investigated and informed the Clerk the land has not changed ownership. He reported there was not very much rubble on the site that he could see and had received no complaints and as such would not be taking this any further.

5. Annual Plan

- i. To review progress on the items in the Annual Plan – The updates are listed in the plan on page A1.
- ii. Village Environmental Improvements Survey Update- Cllr Rathbone thanked Catherine Morris and the Clerk for their work on the Questionnaire. He went on to report that it would be distributed wc 26th April with the Villages Magazine and the Survey Monkey version would be made available via <https://Goostrey.info> at the same time. The survey will be open for responses for 2 weeks. Additional copies of the paper questionnaire will be available from the Parish Office. **Action:** Clerk to advertise the survey on the Village and Parish Council Notice Boards.

6. Village Assets

- i. To received an update on the works completed – The Clerk informed the Committee that the works were completed with the exception of the purchase and fitting of some additional reflectors for the bollards on Church Bank corner. Details of the works completed are provided on page A2.
- ii. To receive an update on the status of the gabion planters – The Clerk reported that there was still no reply from CEC Highways on the application for the gabion planters for the corner of Church Bank and Main Road. **Action:** Clerk to arrange a Zoom meeting for Councillors and the CEC Highways Officer to discuss Highways Matters.
- iii. To consider example estimates for works to the Phone Box.
The Clerk outlined the estimates for full refurbishment of the Phone Box, one which would involve the phone box being removed, refurbished and replaced and the other for the work to be carried out in situ. At this stage the estimates are to provide information on project costs for the two different approaches. Further investigation is required before a decision can be made on the chosen approach and selection of a contractor for the works. Details of the estimates are provided on pages A3-A6.

- 7. Budget Review** - To review the budget for Amenities for the new financial year. Including any earmarked reserves. A copy of the budget is available on the available on the website at <https://goostrey.info> under the Parish Council Documents menu item in the Budgets section.

The budget for the year from 1st April 2021 – 31st March 2022 was reviewed and there were no issues.

- 8. Correspondence** - No correspondence had been received.

9. Minor items and matters for the next agenda

- i. The benches at the Village Hall and the Bongs have been added to the asset register

10. Date of next meeting – Wednesday 2nd June 2021

11. Close meeting – The meeting was closed at 7.35pm

Item 5. Annual Plan

- i. To review progress on the items in the Annual Plan with status updates



Goostrey Parish Council Plan for 2020-21

Presented by Responsibility

Amenities Committee

- A) Revise the Resilience Plan to take account of learnings from the Covid-19 situation Including an emergency network of support for any purpose** (e.g. extreme weather event recovery), with appropriate training (eg on PPE, CPR) with a mechanism to keep lists up-to-date. To include any learnings from Holmes Chapel and surrounding villages resilience plans.

SL and PM volunteered to undertake the review/update with support from the Clerk with a view to them producing a first revised draft by end of December 2020.

Action: PM to provide an updated before the next Amenities Meeting in June 2021.

- B) Get feedback from villagers on their views on what they want to see in the village for the future.**

Publish a plan to improve every area of the village. To include: Church Bank/Main Road, Main Road/Booth Bed Lane, Booth Bed Lane Green, Primrose Chase, outside Main Road Newsagent and Station area.

A questionnaire will be produced by NB & TR by end February 2021

Distribution of the Questionnaire both physically and via Survey Monkey and analyse results to take place in 21/22. ***Distribution to take place wc 26th April 2021.***

- C) Create a Plan to implement the Environmental Policy utilising the Environmental group as well as deciding what a longer-term strategy would look like.**

PM to liaise with the Environmental Group to confirm membership and to arrange joint meeting of Amenities Committee and Environmental Group in January 2021 to consider development of plan.

Action: PM to arrange a meeting of the Environmental group before the Amenities Meeting on 2nd June 2021.

- D) Implement the plans outlined in A, B & C (above) and make a positive difference to the village commencing 2021-22**, potentially using a village volunteer network and the owners of commercial premises for feedback and implementation.

Pending actions from items A, B & C.

- E) Define and implement visual speeding deterrents, including resolution on the proposal to install village 'gates'.**

Progressing following decision by PC at meeting on 22/09/20 to accept recommendations of report to that meeting. KM has written to CEC asking them to consider funding and implementing works.

Action: Clerk to chase CEC Highways regarding funding status.

- F) Consider the potential to provide electric car/van charging points (environmental improvement) at the village hall?**

After some initial investigation there appears to be no appetite for this at the present time.

Action: .Review in January 2022.

G) Investigate and implement improvements to the Booth bed Lane play area.

- a. S106 Monies for the Booth Bed Lane Play Area** – The amount of funding has been confirmed by ANSA and is now available to be spent. The Council has agreed that the Amenities Committee will lead this project and that any contact or correspondence from ANSA and other stakeholders, should be directed to the Clerk.

Update: PM has written to the resident co-ordinating the project to request an update on the project status.

Item 6 Village Assets

- i. To receive an update on the works completed.

At the meeting on 3rd February the list of agreed works were as follows. The status of each is indicated in bold.

List of Assets Requiring Urgent refurbishment:

- Bollards at the corner of Church Bank and Main Road – one to be replaced, several to be straightened and reflectors to be re-fixed or replaced where necessary (I have some spare reflectors and we want to drill and screw the existing ones on, I am told we need to use brass or stainless steel screws because the bollards are oak. We have the bollard to replace and it needs to be dug in not concreted because they are oak, they are in the ground about 18 inches) – **The bollard has been replaced, other bollards straightened and reflectors attached (checking if more reflectors required).**
 - Shearbrook Bank seat – inspect and perhaps repair (there is an issue with the feet on the bench, there has been a suggestion to fill the void and repaint but could you recommend the best course of action to ensure the seat is structurally safe and looks tidy) - **The bench has been repaired.**
 - Booth Bed/Main Road corner bench - inspect and perhaps repair as required – **Work in progress**
 - Booth Bed Lane play area – one of the picnic benches had a loose slat, inspect and perhaps repair as required - **All screws have been replaced.**
- ii. To receive an update of the gabion planters – **Despite a number of mails to Highways there is no update as yet.**
- iii. To consider quotations for works to the Phone Box

In order for the Committee to make a plan for restoration works to the Phone Box it was agreed at the February Meeting that the Clerk should obtain prices for a full restoration including removal of the box, refurbishment and then reinstatement of the box and also to investigate if the works could be carried out with the box in situ.

At this stage this information is for guidance and it is not intended that the Committee chooses a supplier.

The Clerk approached a restoration company for the full renovation and a local Handyman who has also restored several telephone boxes for other councils in Cheshire (ie Appleton and Lymm).

It must be noted that either method does require a solution to keeping the hedge clear of the Phone Box otherwise this will lead to deterioration of the condition of the box over time.

Please see the reports below with costs:

Restoration Company

Pricing to Remove, ship and restore the Phone Box

I have based our restoration estimate on our Piccadilly finish as pictured. If I find I can re-use any parts I will adjust.

- Strip and blast the kiosk back to bare metal.
- Weld or replace any breaks or lost pieces.
- Prime and paint to finish.
- Fit new hardwood door surround.
- Glaze throughout with safety glass including push/ pull and defibrillator signs. We can fit a blanking plate to screen light from the neighbour.
- Fit steel frames with tapered brass pins.
- Fit original pattern brass light fitting.
- Fit door furniture, closer and hockey stick power guard.
- Fit one piece back board.
- Prepare for transport and lay on pallet.
- **Total £ 3650 + vat = £ 4380**

A 50% deposit will start the work with the balance on completion and prior to collection.

Although we would likely restore next year, if your kiosk was brought to us I would be happy to hold it for free while your move is completed.

I would allocate £ 3 - 4000 for removal, transport, groundworks, installation and connection.

TOTAL COST approx. £8,380 inc VAT*

*Please note that this does not cover the cost of any licences or fees Cheshire East Highways may require for inspection of the works and repairs to the footway, after removal of the box and after the reinstatement. Nor does it include any cost associated with moving the box away from the hedge or any costs associated with the hedge.

Restoration Company - Advice to Restore in situ.

Looking at your images the kiosk seems in need of a freshen up but looks in decent condition. I would not think a full strip down restoration is necessary.

Although we will not be available to restore on site we are happy to advise any volunteer or contractor that you use. We have helped and supplied numerous local groups and we have full range of spare parts. Often a group will collect the parts from our workshops to save on delivery charges although we can send out. I have attached some images of a restoration that we did in Taynton and one in Beckenham (with polycarbonate windows) to show what can be achieved. In Summer with long days and good drying condition I would estimate 6 days of work.

It is important to prepare your kiosk well. It needs to be clean and have all loose paint removed. I would clear the soil from around the kiosk to allow drainage and stop damp. Dirt can accumulate in the vents under the telephone signs, weep slots at the bottom and under the door. Moss can gather in the horizontal glazing bars. The surface needs to be rubbed back to a stable, flat finish if not bare metal. We then scrub and rub with wire brushes and very coarse grit paper to key the paint work and get a good bond with the new paint. We remove the door handle and clean with wire wool. The door hinges and shackles can be cleaned with wire wool. We lacquer them after

cleaning to keep the shine. Painting requires a warm day with the kiosk totally dry, so it is best not to wash and paint the same day. I would clear the underside of the door and you may consider trimming it to give more clearance. It is always an area prone to damp and rot so I would ensure it is well sealed when painting.

Your kiosk may have a mix of glazing. BT used toughened glass fixed with silicate and dressed with a red painted steel frame as well as a single polycarbonate window with a seam. The polycarbonates are prone to fogging and cannot be easily restored. They were used as a cheap answer to vandalism. You might consider replacing them to make a consistent glass and steel frame finish or cleaning and refitting. They are fixed with a brass pin and crimped washer. Where you have polycarbonate windows it is easier to remove and refit after painting. If you did decide to replace the polycarbonate with glass and frames it would be done after repainting. Any glass in your kiosk can be left in place. You can paint over the edge of the glazing bars and make sure you have painted into the seam. Once the finish is satisfactory and dry, you can clean glass windows with a squirt of glass cleaner, a bladed scraper and coarse paper towels.

Any moisture on the surface will stop the paint bonding so wait for any morning dew to dry. Cold can cause the paint to flatten so pick a warm day without a frosty night. Any bare metal will need priming with red oxide and bare wood with primer filler. If you cannot remove your backboard you may cover it and the floor to protect from drips. We start with the white ceiling and work down. We paint two coats of white primer and two gloss to build the surface. We paint to a satisfactory finish rather than a number but it will take at least two coats of red. We lubricate all the moving parts of the door closer, the hinges and refit the door handle.

I have attached images of a restoration we did in Taynton that was in a similar condition to your kiosk, Beckenham where we removed cleaned and refitted the polycarbonates and Jasper Green where we supplied as a defibrillator kiosk.

I recommend the following spares:

- 1 Litre of white primer filler £ 16.55
- 1 Litre of White gloss £ 18.06
- 1 Litres Red oxide primer paint £ 16.55
- 5 Litres Red 539 paint £ 81.30
- 3 DEFIBRILLATOR signs £ 95.40 .
- 1 Blanking pane £ 12
- 2 Silicone clear tubes £ 7.30
- 1 White acrylic tube £ 3.65

For glazing we can supply glass and frames to replace the polycarbonates or an entire fresh set.

- K6 Large toughened glass £ 4.61
- K6 Small toughened glass £ 2.41
- K6 Toughened glass set. Includes pull push sign £ 243.81
- K6 Push/Pull. Door sign £ 19.90
- K6 Large steel glazing frame £ 11.41
- K6 Small steel glazing frame £ 9.81
- K6 Large steel glazing set £ 744.72
- K6/K2 Glazing pin set. Tapered for cast frames £ 23.31

Packing and shipping is to be added to your selection or collection may be possible from our Merstham workshops..

VAT @ 20% is to be added

Photographs of Restoration Company projects



Handyman Estimate

Pricing for stripping and repainting of the Phone Box in situ. This estimate relies on there being room to walk around the whole box freely to carry out the required works.

1) To sand and prep outside of the phone.

2) To under coat.

3) To gloss for final coat.

Total would be £930 labour only.

Pricing for new parts from X2 Connect

• New glass all round and frames	£525 + VAT
• Signs	£30.55 + VAT each (x4 = £122.20)
• K6 Paint kit	<u>£119 + VAT</u>
TOTAL	£766.20 + VAT*

*The price does not include any cost associated with the hedge. Or any modifications of the Phone Box, ie new floor to ensure water drains out of the box, modifications to blank out the lighting at the back of the box etc.

A photograph of the renovation completed in Appleton can be viewed in the Appleton Parish Council newsletter on page 2 at

<https://appletonpc.org.uk/wp-content/uploads/2020/04/newsletterwinter2018.pdf>