

EUXTON PARISH COUNCIL



Meeting: All Purposes Committee Meeting

Hosted virtually via Zoom Meeting ID: 858 7399 6394 Passcode: 859087

<https://us02web.zoom.us/j/85873996394?pwd=K1JySGt1MzRDaEN5REY0V2cwOUcwZz09>

Thursday, 3rd December 2020 at 7.00 pm

A G E N D A

1. Apologies
2. Public participation
3. a) Acknowledge from Full Council minutes:
 - Full Council of 17 September 2020 made changes to the Committee's Terms of Reference – enclosed for ratification.
 - Full Council minutes of 19 November 2020 set up a new grant fund 'Schools Project Fund'.
- b) Minutes of the last Committee meeting held on 22nd October 2020
4. Kiosk/defibrillator project – see update circulated
5. Tree Projects update and costings – see circulated information
6. Landscaping project and costings – consider suggestion/costings for project
7. Sweeping/vacuum machine – discussion paper to plan for next steps
8. Grant application – to the Schools Project Fund – from Euxton CE Primary
9. Budget setting
10. Projects ongoing updates
11. Any other items which need attention or research
12. Date for next meeting

All Purposes Committee (quorum 3)

1	Katrina Reed
2	Patricia Fellows
3	Vyn Thornhill
4	Joan Williamson
5	Barry Williamson
6	Mark Wilmot
7	Helen Tune
8	Chris Jones - Chair
9	Andy Oddy - Vice Chair

D. Platt
CLERK

Published: 27/11/2020

EUXTON PARISH COUNCIL

ALL PURPOSES COMMITTEE

Responsibilities

The All Purposes Committee is a standing committee of the Council which is tasked with:

- Road safety issues in the village
- Improve, maintain, provide and/or create flower displays in the village
- Speed Indicator Device deployment around the village, information it provides
- Street furniture such as wayside seats, maintenance, replacement or creation of new sites
- Equipment purchase and maintenance
- Grant applications
- Christmas arrangements and celebrations
- Council regalia, promotion activities (such as competition entries, appearances etc) and associated projects
- Equipment required for the Council to improve its business, either for its employees, the Council, assisting the public at meetings

Objectives

- Continually review current provisions to ensure they are relevant and useful
- Sanction maintenance, repairs or replacement of items where necessary
- Develop new ideas or projects to present to Council if opportunities arise

Delegation and Finance

The All Purposes Committee has delegated responsibility, granted by Council, to achieve its responsibilities and objectives.

Therefore the Committee is empowered by Council, to deal directly with all relevant bodies at Borough, County and Regional levels, and with applicable granting or funding bodies, all appertaining to the Committee's responsibilities.

The budgets the All Purposes Committee has delegated responsibility to spend from are:

4090	Communications
4250	Grants
4260	Christmas Celebrations
4300	Euxton Gala
4310	Road Safety

4340	Community Engagement
4380	Heritage Projects
4390	Defibrillator Projects
4581	War Memorial
4510	Gardens/Planting/Competitions
4340	All Purpose Committee
EMR340	Street Machines
4320	Footpaths/Cycleways Project
4410	Monarch Passing
4350	Eco Projects
CIL	Permanent Solar SPID x 2

Also, authority for any new budgets added during the budgeting process which will be reflected in the Committee minutes.

The All Purposes Committee is to prepare a budget proposal, for any major/new/additional projects which, in the Committee's opinion, should be referred to Full Council for consideration and approval at the Precept meeting - as per the Council's Standing Orders.

Meeting Procedure

The All Purposes Committee will abide by the Council's agreed Standing Orders in relation to Committee's.

- The Chairman of the All Purposes Committee will instigate the meetings in liaison with the Clerk over matters which need to be considered
- Members of the All Purposes Committee will receive an agenda and papers for each meeting convened
- All other Councillors will receive the Committee agenda, papers would be available on request

Quorum and Membership

- The All Purposes Committee is to consist the recommended numbers set by Full Council
- A quorum for meetings shall be three
- Membership of the Committee is confirmed at the Annual Meeting of the Council (in May)
- If a resignation from a Committee will affect its ability to function (ie, membership drops below its minimum) the matter will go to a Full Council meeting for an additional member to be appointed to that Committee

Standing Orders

A copy of the current Standing Orders relating to Committee's is attached below.

Extract from Euxton Parish Council's Standing Orders, Committee section:

Adopted April 2019 Revised September 2020

4. Council Committees**4.1. Appointment of Committees**

- 4.1.1. The Council may appoint standing committees or other committees as may be necessary, and:
 - 4.1.1.1. shall determine their terms of reference;
 - 4.1.1.2. shall determine the number and time of the ordinary meetings of a standing committee up until the date of the next annual meeting of the Council;
 - 4.1.1.3. shall permit a committee, other than in respect of the ordinary meetings of a committee, to determine the number and time of its meetings;
 - 4.1.1.4. shall, subject to standing orders 4.1.3 below and 4.1.4 below, appoint and determine the terms of office of members of such a committee;
 - 4.1.1.5. may, subject to standing orders 4.1.3 below and 4.1.4 below, appoint and determine the terms of office of the substitute members to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer (7) days before the meeting that they are unable to attend;
 - 4.1.1.6. shall, after it has appointed the members of a standing committee, appoint the Chair of the standing committee;
 - 4.1.1.7. shall permit a committee other than a standing committee, to appoint its own Chair at the first meeting of the committee;
 - 4.1.1.8. shall determine the place, notice requirements and quorum for a meeting of a committee and a sub-committee which, in both cases, shall be no less than three;
 - 4.1.1.9. shall determine if the public may participate at a meeting of a committee;
 - 4.1.1.10. shall determine if the public and press are permitted to attend the meetings of a sub-committee and also the advance public notice requirements, if any, required for the meetings of a sub-committee;
 - 4.1.1.11. shall determine if the public may participate at a meeting of a sub-committee that they are permitted to attend; and
 - 4.1.1.12. may dissolve a committee or a sub-committee.
- 4.1.2. **Unless the Council determines otherwise, a committee may appoint a sub-committee whose terms of reference and members shall be determined by the committee.**
- 4.1.3. **The members of a committee may include non-councillors unless it is a committee which regulates and controls the finances of the Council.**
- 4.1.4. **Unless the Council determines otherwise, all the members of an advisory committee and a sub-committee of the advisory committee may be non-councillors.**

Agenda Item 4 Report

4. Kiosk/defibrillator project

Update – BT has put in the order to have the telephony equipment removed – when they acknowledge this is done we can order the Defib and when it arrives the electricity work by the electrical contractor. Then we will need to get it repaired where necessary, re-painted, cleaned and some new signage around the top section.

Defib – Package designed for kiosks include all items needed – see list below

Internet link

[Telephone Box Public Access Defib Package - Powerheart G5 - Defib Store](https://www.defibstore.co.uk/product/telephone-box-public-access-defib-package-powerheart-g5/)

The screenshot shows the Defib Store website. The main product is the 'Telephone Box Public Access Defib Package - Powerheart G5', priced at £1,590.00. The package includes:

- 1 x Powerheart G5 Defibrillator
- 1 x Ready Kit (gloves, scissors, wipes, towel, razor, CPR mask)
- 1 x Defib Store 2000 with heating, light and keypad lock fitted with Class 2 electrical suitable for phone box install
- 1 x 3D Defibrillator location wall sign
- 4 x 'Defibrillator' polycarbonate panels to replace 'telephone' in kiosk
- 2 x 'Defibrillator located in Telephone Box' window stickers for around the local area

The left sidebar lists product categories and manufacturers. The bottom section shows a description of the package and a 'WANT TO MAKE YOUR SCHOOL HEART SAFE TODAY!' banner.

Agenda Item 4 Report

Agenda Item 5 Report

5. Tree Projects update and costings – see circulated information

Everglades have worked up a plan:

I have done 4 fruit trees in a row. And in front of the stair well I have planted 3 trees of interest colour flower autumn colour. All trees are 12/14cm girth we can reduce the size if you want. Suggested layout is below the costings.

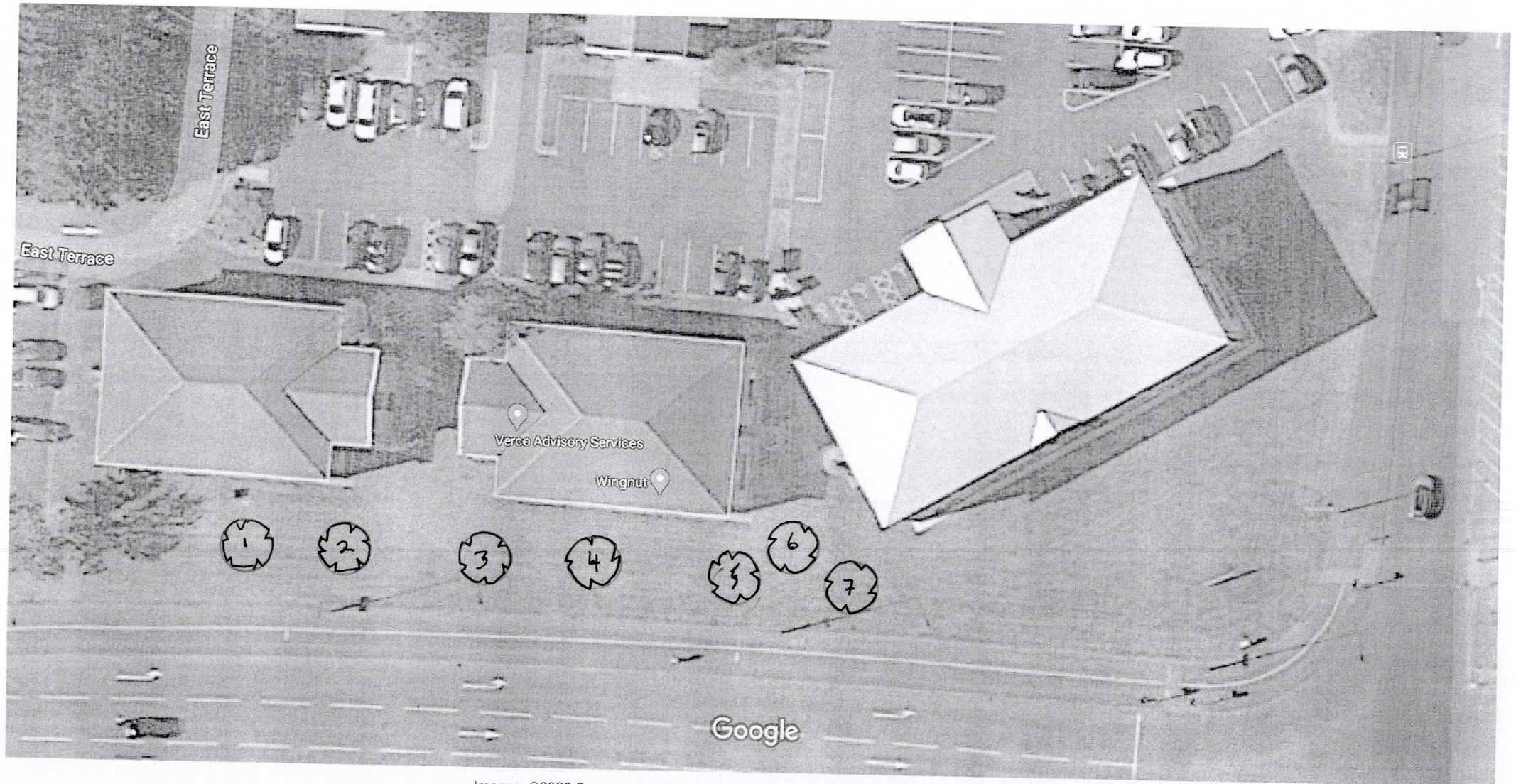
Costings:

	Gymworks to corner			
	Fruit			
1	Eating Apple	12/14cm girth	85	
2	Cherry	12/14cm girth	85	
3	Pear	12/14cm girth	85	
4	Eating Apple	12/14cm girth	85	
	Trees of colour and form flower			
5	Carpinus Betulus	12/14cm girth	110	
6	Liquidamber Styraciflua	12/14cm girth	140	
7	Prunus spire	12/14cm girth	85	
	Towards golf driving range			
8	Eating Apple	12/14cm girth	85	
9	Cherry	12/14cm girth	85	
10	Pear	12/14cm girth	85	
11	Damson	12/14cm girth	85	
	Planting		150	
	includes tree stakes and ties			
			1165	plus vat

Note: I believe that Plot 4 has been missed out of the quote and notified Everglades for a re-calculation of the cost.



Google Maps Wigan Rd



Imagery ©2020 Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, The GeoInformation Group, Map data ©2020 10 m

Google Maps Euxton Ln



Map data ©2020, Map data ©2020 5 m

Agenda Item 6 Report

6. Landscaping project and costings – consider suggestion/costings for project

In the past the Council planted a hedge line along the grass edge, with a view to it growing up and creating a nice looking hedge for shielding - the hedge failed. It also priced up an ornamental metal fence but went for the hedge as being cheaper and better looking and could be grown to be a bit higher.

A 'new' hedge supported by a temporary fence structure could be tried again.

The grassland is EPCs, the hard-standing area belongs to the shop landlord.

Photos of area to be considered from Balshaw Lane direction



Agenda Item 6 Report

If allowed to grow taller, approx. 5ft



Presently – big tree has gone – replaced soon with 3 pink flowering cherry to match others – which affords another option to screen below – because the whole path (marked orange) needs replacing because of tree root damage



If we use this opportunity to not resurface a stretch above marked yellow, as the path is very wide in this area, we could have a soil trench for planting – see below



Hedging options are:

Tree	First section approx. 21.5m	Additional approx 8m	Total
Beech	£391	£164	£555
Laurel	£596	£250	£846
Hawthorn	£255	£107	£362

To support the new hedge it has been suggested a temporary type fence is constructed. I have asked a contractor for a price but we could construct this from post and mesh.

We have a number of posts from a previous project and the mesh is as below and cost approx. £70

/www.sure-green.com/plastic-mesh-fencing.html#247=215&136=7&158=3217gclid=Cj0KCQiAzZL-BRDnAR...


Search for products, product codes, guides, articles and contact

Easy Click & Collect

£0.00

Plastic Mesh Fencing | 5mm | 20mm | 50mm | 1m

Be the first to review this product



£49.99

ex.VAT ☒ inc.VAT

Product Information:
Suregreen's plastic mesh fencing is much more than just garden fencing; this high quality, durable and long lasting plastic mesh is a great alternative to wire fencing with a multitude of uses including...

Product Specification:
Available in 5mm, 20mm and 50mm holes
Black or Green
Semi-rigid: easily mounts onto frames and attaches to fencing posts
Lightweight: easy to lift and manoeuvre but strong with a large strength-to-density ratio
Long Lasting: resistant to mould, rotting and insect attack
Malleable: easy to curve and bend
Smooth: no sharp edges
Great alternative to wire fencing in your garden

Aperture *
50mm Hole

Colour *
Green

Options *
1m x 25m - £49.99 - Garden Mesh - 437836

Bulk Discount:

Qty	Unit Price
3+	£48.74

Quantity: 1

Agenda Item 7 Report

7. Sweeping/vacuum machine

History

The Parish Council has had a form of mechanical sweeping/vacuum machine for some time now.

Applied Green machines 2001 £11k

Johnstone sweeper/vacuum 2006 £10,300 ex demo model

Kramer vacuum 2012 £3k (no sweeping action hence the price difference)

Current

The current Kramer vacuum machine is out of action due to the sourcing of a drive wheel, which is being investigated by the support company, if they can make one to keep the Kramer on the road. This machine is no longer supported in the UK by the supplying company. Hence this report coming forward.

Market

Since we bought these machines, last one 8+ years ago, the market has moved on again. There are now electric machines available and one found is attached to begin the conversation of what to do next.

It goes without saying that an all-electric machine satisfies the 'green' agenda cutting down on the use of fossil fuels and emissions.

This market has fluctuated over the years from having some models available to few, then more companies enter the market etc.

Addex is not know by me, or Chorley Council yet Warrington have their products – I have made contact to try to gather some feedback.

Suggestion to start looking

[MAXVAC SmartWind :: Addex \(addex-group.com\)](http://MAXVAC SmartWind :: Addex (addex-group.com))



Smart Wind, 4000E electric, sit in
Approx. £40K



Wind, 1600E electric, walk behind,
with seat Approx £17K

Agenda Item 7 Report

EUXTON PARISH COUNCIL

PRIMARY SCHOOL GRANT FUND

Tranche 1 – 2020 to 2021

Fund description and guidance

- Source: the funds Euxton Parish Council (EPC) is allocating for this Tranche 1 fund is derived from Community Infrastructure Levy (CIL) received by the Parish Council.

CIL: Community Infrastructure Levy (CIL) is a levy charged on property developers to contribute to the work that may be required to improve the environment and local services as a result of more homes being built in the area. The calculated fee is liable by the developer to the planning authority (85% for Borough Council and 15% for the local parish Council).

- Guidance what the grant is for: the types of projects the fund is aiming to assist should fit in with the themes of; eco projects, recycling/re-using, nature, health improvement related projects assisting as wide a community benefit as possible. The grants awarded must be for infra-structure or affixed items of infra-structure; eg, paths, structures, items affixed to the school grounds.
- Guidance what the grant cannot fund: this fund is not for any structures/processes of the school itself; eg. repair of a school roof or funding a teacher. The fund cannot fund items such as designers fees, salaries, ongoing maintenance etc.
- Eligibility: this Tranche 1 Project Fund is available to all five Euxton primary schools, one bid per school in this tranche.
- Fund limits: this Tranche 1 Project Fund is available up to £10,000 against a project which may be less than this figure, or towards a larger project higher than this figure, or part-funding towards a larger project.
- Requirement: details of successful funding bids will be publicised by the Parish Council, and successful projects are expected to refer to the Parish Council and CIL funding in their publicity materials.
- Timescale: It is a condition that the project will be completed within 12 months of the grant award, unless identified in the application process and agreed by the Parish Council.
- Application: will be by a form, with the opportunity to append supporting information such as research on need, quotations etc.

EUXTON PARISH COUNCIL

PRIMARY SCHOOL GRANT FUND

Tranche 1 – 2020 to 2021

Name of organisation	Euxton CE Primary School
Location of the project	School Field
Contact name and address	Nick Ward Euxton CE Primary School Bank Lane Off Wigan Road Euxton PR7 6JW
Contact email and telephone	head@euxton.lancs.sch.uk 01257 263454
Project name	Daily Mile Running Track

<p>Description of project (to include purpose, what issues it is addressing, what benefits it will bring to the community)</p> <p>Please use extra pages if necessary</p>	<p>We would like to create a Daily Mile running track on our school field. We introduced the Daily Mile last year and we have all really enjoyed this being a part of our school life. However, in order to do it as effectively as possible we want to ensure we can do this every day and for it not to limit the use of the playground. We have had to timetable this, however, especially at the moment, we have to be very careful so as to not mix bubbles. We also use our playground for staggered break and lunchtimes, meaning it is rarely available. Also, our playground is not ideal as it can get slippy, full of leaves and be quite muddy. We would therefore like a purpose-made Daily Mile track to be constructed on the field, which is very large in size. It would be made of a suitable material to reduce slipping and falling and enable our children to participate every single day. We also feel that having a designated track would make it feel special from our children. Unfortunately, school budgets are tight, however this very kind grant fund from Euxton Parish Council has meant we can consider and explore this in greater detail.</p>
<p>Need for the project (to detail research carried out to identify need, evidence of consultation and support for the project, expected benefits from the project e.g. what gaps in provision does the project bridge.</p>	<p>Since we have introduced aspects of the Daily Mile (although not been able to do this fully yet) we have noticed better fitness levels along with an improvement in children's focus during lessons in the day due to the children having a break going outside to walk and talking to their friends.</p> <p>There are a number of benefits of the Daily Mile. As a result of higher levels of awareness in school, our children are equipped to be taught much more effectively which makes them much more likely to do well, learn and achieve more than ever before. This is accessible for everyone due to the relaxed, non-competitive nature of it. There is nobody competing for a prize as finishing positions are not counted. This therefore allows younger children to walk parts of the mile rather than run or jog without feeling under pressure.</p> <p>Schools are expected to deliver at least 2 hours of quality PE a week, but we want this to be the starting amount of time for our children. Our staff try hard to incorporate outdoor learning in all aspects of the curriculum, and all of our school family recognise the positive impact the outdoors and physical activities have on our children. We feel we could offer more should we have improved facilities to do so.</p>

	<p>The Daily Mile not only improves the children's fitness, but also their concentration levels, mood, behaviour and general wellbeing. Research has shown that it improves cardiorespiratory and aerobic fitness when practiced at least three times a week and that 15 minutes of self-paced outdoor activity was beneficial for pupils' cognition and wellbeing.</p> <p>TANNI GREY-THOMPSON (BARONESS GREY-THOMPSON, DBE, DL): <i>'It's fantastic to see initiatives like The Daily Mile be established, showing real leadership from the education sector to improve children's fitness levels and their cognitive behaviour, and make a real difference to schools, teachers, parents and young people's lives. We know sitting still kills; not sitting still helps children build skills that will stay with them for life.'</i></p> <p>As previously mentioned, the space we currently have to do this is limited and it is not an ideal surface to be on. All of us at school have the desire to fully implement this initiative but have been held back by financial restraints.</p>
<p>Support from Stakeholders (Indicate whether there are any other organisations or stakeholders who are supporting the project, with a brief description of their involvement)</p>	<p>We have the full support of our children, staff, families and Governing Body.</p> <p>Our children love doing the Daily Mile. It is a time where they can take things at their own pace, don't feel any pressure on them and just try their best to do as much as they can. They can participate individually, or with friends. They tell us: 'The Daily Mile is great fun. It is great to have a quick break from learning and I find my brain works better afterwards'; 'I love The Daily Mile. My friend and I aren't the best or fastest runners, but we try our best and are proud of the improvements we have made' and 'Running in the fresh air with my friends makes me feel happy'.</p> <p>Staff have found that children are more alert after doing the Daily Mile. The Daily Mile is in addition to the PE curriculum and is seen by all as being health and wellbeing. Staff members have joined in when they can too and the Headteacher runs a running club for any children who are interested after school one evening. The children return to class refreshed and energised, and settle back into work quickly. As the children can run in their uniform there is no time wasted for changing etc.</p>

	<p>Our families are very keen on promoting positive mental health and wellbeing, and rightly so. Our children are encouraged to exercise and a recent PTFA initiative was to hold a 'Virtual Fun Run' which saw more than 50% of our families participate. Children have access to water at any time of the day, which is really important after running the Daily Mile. Our Parents have also been invited to participate in the Headteacher Running Club, and we have had some parents join in.</p> <p>Our Governing Body are very supportive of this initiative and have a desire that it takes place for all children every day in all weather (within reason).</p> <p>We have very close links with our church. We work in collaboration on many initiatives and would happily share the facilities with parishioners should organised events be arranged.</p> <p>We have a very close relationship with Euxton St. Mary's RC Primary School, and during lockdown created a joint-school provision. We try to get the children and staff together on occasions through the school year, both to support learning and also for social activities. We welcome them into our Spinney area, and would be happy for them to use the Daily Mile running track should we not be using it.</p>
<p>Environmental Sustainability (indicate how the project contributes to improving the environment, and whether a sustainable approach is taken)</p>	<p>Creating a Daily Mile running track on our field will not only allow us to ensure our children can run the Daily Mile every day, but to also access and utilise other areas of the field more easily, for outdoor learning. In terms of sustainability, this doesn't necessarily mean environmentally, but we could sustain the full Daily Mile programme should we have this facility, and our children and families reap the benefits of all that this brings.</p> <p>Healthy children obviously improve any environment, but we would also work with whichever company we use to ensure that environmental considerations are made. This may include the use of more natural materials such as eco-mulch. We will also ensure that the current environment is not negatively affected as a result of this project.</p>

Amount of CIL funding requested	I have requested information from a number of companies already, but can provide actual quotations should you wish for these. Initial quotes have varied, but as an average, these have been quoted by edspaceltd , which is the leading UK company installing these tracks:
total project cost with breakdown	
funds requested from this process	10 lap track @ 160.93m = £8883.34 9 lap track at 178.81m = £9870.31 8 lap track at 201.16m = £11104.00
all other funding streams contributing and the project	7 lap track at 229.9m = £12690.48 6 lap track at 268.22m = £14805.74 5 lap track at 321.86m = £17766.67
append quotations if you have them	It would therefore depend on the size we wanted, but it is looking likely we would need the full £10,000 grant should it be available and the bid be accepted. Should we need more, we have Sports Premium Funding from the DfE which we could use to part fund any additional amounts.

ALL PURPOSES COMMITTEE
Item 9

		Current Annual Bud	Actual Year To Date	Funds Available	Funds Allocated
4090 Communications		4100	3290	810	325 Dec News
4250 Grants		6000	2600	3400	
4260 Christmas Celebrations		3000	0	3000	
4300 Euxton Gala		1500	0	1500	400 Seed
4310 Road Safety/SPID		2500	0	2500	
4320 Footways/Cycleways		250	0	250	
4340 Community Engagement		250	9	241	
4350 ECO Projects		8000	0	8000	
4380 Heritage Projects		3000	1660	1340	BV but no costs as yet
4390 Defibrillator Project		4000	0	4000	2500 Kiosk defib/poss nursehome £500
4410 Monarch Passing		500	8	492	194 Queen portrait
4581 War Memorial		500	195	305	
					Wildflower areas/living xmas plus Euxton Lane project no £ but £2k a
4510 Gardens/Planting/Competitions		10000	236	9764	1350 grant so needs EMR
4540 All Purpose Committee		2500	0	2500	893 Noticeboards
EMR	Street Machines	4000	0	4000	Poss request to CIL for new machine
CIL	Permanent Solar SPID	8000	0	8000	8500 4 units/installed
CIL	Schools Project Fund	50000		50000	

Agenda Item 10 Report

10. Updates on current projects

Gala 2021 – we discussed giving away small seed bags at gala full of wildflower seeds. I requested information on a later planted seed.

Offered: Flora Britannica is a perennial mix which is suitable for sowing in both spring and Autumn. Coverage between 200 and 350 meters per kilo at 2 grams to 3.5 grams per m². £295 per kilo x 2 kilo = £590

Christmas 2020 – tree went up and lights went on this week. I don't believe we can do singing around the tree (at the time of writing) but this was communicated in the December newsletter.

Living Christmas Tree – was planted 24/11 and the caretakers erected the protection fence around on 25/11. I have asked the electrical contractors to price up installing a socket in the electricity supply box for lights.

Permanent solar powered SPIDs – awaiting LCC approvals of positions still, SPID company know about the order of 4 but will hold back until approvals as I would have to find storage for them and the guarantee is activated on delivery so they will hold until needed.

Monarch passing – just awaiting EuxtonPCCC response on chosen photo and order will go in.

Noticeboards – ordered. Will be installed when arrive.