GRAPPENHALL AND THELWALL PARISH COUNCIL

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Colette Fellows Clerk to the Council/RFO
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23 January 2025

Members of the Grappenhall Heys Estate Committee:
Councillors Mrs L Fernyhough (Chair), M Browne, B Davies, H Drogan, D Hockenhull, and J McQuillan.

Copied to all members of the Council for information.

Dear Member

A meeting of the Grappenhall Heys Estate Committee will be held at the Council Office, Bellhouse Lane, Grappenhall on Tuesday 28th January at **7.00 p.m.** at which your presence is requested.

Colette Fellows

Clerk to the Council

A G E N D A

20. Apologies for Absence
To consider reasons for absence. For resolution.

21. Disclosures of Pecuniary Interests
Members are reminded that personal interests or prejudicial interests, as defined in the Code of Conduct, in any matter before the meeting, must be disclosed no later than the start of discussion on that item.

22. Information for Noting
a) A new mixer tap has been installed in the kitchen at a cost of £300.
b) The roof repair was completed w/c 20th January, other minor repairs were needed to the chimney stack. The Clerk instructed the roofer to repair whilst on the roof. We have received the insurance monies to the value of £2780.00 the excess was £100.
c) Cllr Hockenhull has completed accuracy checks on sale invoices issued. This was highlighted to the Clerk on the Internal Audit Report. (minute ref 7.1)
d) The rotten picnic bench on the village green has been removed, there is currently one left (which is not in the best of conditions) and the commemorative bench.
e) The Community Payback team has informed us that they are looking for a new supervisor to continue the paint works on the Grappenhall Estate. Currently the work is on hold.

23. List of Works
Attached is a list of works currently being undertaken at the Walled Gardens and the Grappenhall Heys Estate. The Clerk has walked around with the G/M to discuss the list.

24. Gardener Managers Report
24.1The Gardener/Manager (G/M), Oliver Groos, will present a progress report (attached).

24.2 The G/M would like to propose to members a shape change to the Yew Hedge for easier maintenance and appearance. For discussion and resolution.

25. Outreach Officer's Report

24.1 The Outreach Officer will present a progress report (attached).

24.2 The Outreach Officer is preparing a planning application for the Men's shed. Members of the Thelwall Men's Shed are supporting the Walled Garden in the application with design and layout. They will present their ideas at the meeting.

26. Walled Garden Finances

25.1 The Clerk will provide an overview of the current financial situation with the Walled Garden balances, expenditures and Arnold Stansby Fund.

25.2 The Clerk to present a draft budget for the Walled Gardens for 2025/2026. For resolution to amend or accept.

27. Staffing Structure

The Clerk would like members to consider employing a 'handyman' to work two days per week (costs included in draft budget). The Clerk would like the post to cover 2 Saturdays per month to enable the Gardener/Manager to work two Mondays when the garden is closed to the public.
For discussion and resolution.

28. Platform for Working at Height

There is a need to purchase a more stable platform for working at heights at the Walled Garden. Please see the link below, there are six platforms in the range and height goes up to 3.9m (working height). Prices range from £366 - £682+vat. For discussion and resolution.

https://www.ladders-999.co.uk/stepfold-pas250-podium-steps.html

29. Review and Update the Energy Survey/Report

In 2023 a student completed an Energy Survey at the Walled Garden. Members of the Climate Committee would like to review this survey/report to assess whether there are any actions that could be taken in the short term to reduce energy consumption, and any items that should be investigated further. The first thought is that items which have zero or very low cost would be addressed first. Would any members of the Estates Committee wish to support this project in a Working Party or informal group capacity?. For discussion and resolution.

30. Failing Glasshouses – Paul Travis Conservation Surveyor

The Clerk has supplied the Conservation Surveyor, Paul Travis with drawings and specifications. On receipt and after reviewing, the surveyor has queried the paint application. We have now received a paint sample which the G/M will use in a location exposed to the elements, as per instructions. The surveyor will visit site when the weather has improved to inspect the glasshouses.

Grappenhall Heys walled Garden and Estate

List of works

	Item	Action Point	Lead	Status	Update
1.	Village Green Bench	Flag Stones for wear/tear area for feet	OG	ongoing	A suitable stone is to be sourced as during the winter the area has become muddy again.
2.	Village Green Pathways	Needs top layer resurfacing	CF/OG		Currently no risk to the public. Some remedial works to be done near the gate by Wolfe Close
3.	Walled Garden	Jubilee Beacon display	OG		
4.	Walled Garden Benches	Stones/Flags for feet area, sympathetic to gardens	OG		As point 1.
5.	Pond	Blanket weed	OG		The pond has blanket weed, which would need someone pulling out. To be reviewed in the summertime.
6.	Benches	Re-sanded and oiled	OG		Community payback
7.	Information board	Flag stones are needed to prevent mud and water gathering.	OG	ongoing	
8.	Outside Pond (Wolfe Close)	One meter clearance and blanket weed.	BD	completed	Quote to be obtained from Beechwood for this work. This had been chased
9.	Glasshouse Leakage (Fountain Café)		CF	ongoing	A structural conservation engineer has quoted.
10.	Inside ladies toilet – broken tap	Tap will not turn off. Sometimes it a build-up of slutch. A professional needed to investigate.	OG		Ian Deakin visited site 01/08/2024. Reported that the basin would need to be broken to gain access.
11.	Sunblind or screen	The café area gets too hot in the summer and since some of the blinds have failed, an alternative is needed.	OG		Netting has been purchased, needs to be installed. Once a platform has been purchased then this task can be completed.

12.	Sinkhole	Outside of the gardens (main) a hole appeared in the grass (maybe a water line to pond)	OG/CF	United Utilities have been contacted	UU contacted; no engagement has been made with the office on 31/07/2024. Reminder email resent in December 2024, still no response
13.	Noticeboard	To move outside the gardens for 24-hour access	OG		The notice board needs to be taken down and re-varnished and then moved to new location.
14.	Classroom	Re-organisation/clear-out	KF	complete	This has been completed; a better storage solution would be helpful.
15.	Donation station	QR Code station for donations to the Walled Garen	KF		Currently not viable due to large costs.