GRAPPENHALL AND THELWALL PARISH COUNCIL

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3rd July 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 at Grappenhall Heys Walled Garden, Witherwin Ave on Tuesday 8th July at **7.00 p.m.** at which your presence is requested.

Colette Fellows

Clerk to the Council

A G E N D A

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

2. 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.

3. Information for Noting
a) Taps in toilets are now working.
b) The Handyman has now purchased all tools and installed a bench with secure cupboards at the gardens. At a cost of £1842+vat.
c) Protec have quoted to re-install the intruder alarm on the outside toilet at a cost of £173.41+vat. This work will not be completed as not deemed necessary.
d) Due to low ticket sales the Outreach Officer has cancelled the Jazz event on Saturday 12th July.

4. Terms of Reference
The Terms of Reference of the Committee will be reviewed and any necessary amendments identified. For discussion and resolution.

5. List of Works
Attached is a list of works currently being undertaken at the Walled Gardens and the Grappenhall Heys Estate. The Garden/Manager will update further at the meeting.

6. Gardener Managers Report
6.1 The Gardener/Manager (G/M), Oliver Groos, will present a progress report (attached).
6.2 The Gardener Manager would like members to consider the following:

6.2.1 Road Maintenance Solutions have requested to work/sponsor the Walled Garden and can offer a team of volunteers once a month. Prospective jobs include: siding out, major hard-hitting labour-intensive low skill work. They can possibly supply a limited number of materials.

6.2.2 Taps – taps in the ladies waste a lot of water. Taps in the outside toilets are corroding. Do members want to consider changing.

6.2.3 Currently glyphosate is not being used on the paths (car park, brick paths, gravel paths) should consideration be given to return to the previous system.

6.2.4 Long grass in the Orchard, conflicting views. Usually gets strimmed once the daffodils are past their best and died down. Currently considering strimming in the autumn.

6.2.5 Reinstate the size of the carpark in the wood with the Woodland Trusts agreements (removal of three medium sycamores).

6.2.6 Oak tree on the village green has become hazardous. Should it be removed or retain horizontal trunk wood/high stump/stump grind.

7. Outreach Officer's Report

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

8. Walled Garden Finances

8.1 The Clerk will provide an overview of the current financial situation. (see attached)

8.2 The Clerk will present the financial position of the Arnold Stansby account for 2024/2025 (see attached).

9. The Mens Shed Project

The Clerk would like to host a brainstorming session at the Walled Garden to discuss. For resolution to agree a date.

10. Fountain Café

The lease for the Fountain Café is due for renewal at the end of September. The Clerk has emailed Primrose to see if they would want the contract extending. For discussion and resolution.

11. Foundry Patterns

The Outreach Officer was contacted by Lost Art Ltd who currently have a number of foundry patterns which they have been storing for the Walled Garden. Unfortunately, they are unable to store for free going forward. The Gardener/Manager has made contact and tried to view the patterns, was unable to get any visibility and will need to revisit. The Gardener/Manager will update members at the meeting.

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 to be sources in the winter months.
2.	Village Green pathways	Needs top layer resurfacing	CF/OG		Currently no risk to public. Some remedial works to be done near the gate at Wolfe Close
3.	Walled Garden	Jubilee Beacon display	OG		
4.	Walled Garden Benches	Stones for feet area, sympathetic to gardens	OG		As point 1.
5.	Pond	Blanket weed	OG		??
6.	Benches	Re-sanded and oiled	BR		Winter project for handyman
7.	Information board	Flag stones are needed to prevent mud and water gathering.	BR	ongoing	
8.	Outside Pond (Wolfe Close)	One meter clearance and blanket weed.		Complete	
9.	Glasshouse Leakage (Fountain Café)		CF		A structural engineer and quantitative surveyor are now working on a cost estimate and schedule of works with specifications.
10.	Inside ladies toilet – broken tap	Tap will not turn off. Sometimes it a build-up of slutch. A professional needed to investigate.	BR	Complete	
11.	Sunblind or screen	The café area gets too hot in the summer and since some of the blinds have failed, a alternative is needed.	OG	Complete	.

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. The Clerk will contact UU again.
13.	Noticeboard	To move outside the gardens for 24-hour access	OG	Ongoing	The notice board has been taken down for repair, before being re-sited.
14.	Classroom	Re-organisation/clear-out	KF	complete	This is been completed, a better storage solution would be helpful.
15.	Donation station	QR Code station for donations to the Walled Garen	KF		Not viable currently due to charges.
16.	Animal Signage	'Do Not Feed'	OG		
17.	Promote non feeding of wild animals on social media platforms and website		KF		
18.	Hedgerow from Woodland Trust	Contact Cllr Ford for residents views	OG		

Finance Update as of the 3rd July 2025

Walled Garden				
Garden Staff Salaries (Pay, NI/Tax/Pension)	£	*96,000.00*	£ *19,280.82*	*20%*
Staff Travel & General Expenses	£	*200.00*	£ *25.20*	*13%*
Staff uniforms	£	*200.00*	£ *71.80*	*36%*
W.G Admin/Telephone	£	*1,400.00*	£ *200.00*	*14%*
Utility Costs Gas/Elec/Water	£	*12,000.00*	£ *5,270.45*	*44%*
Cleaner	£	*5,000.00*	£ *2,105.03*	*42%*
Waste Removal WBC Bins	£	*1,500.00*	£ *1,314.30*	*88%*
Janitorial expense	£	*1,000.00*	£ *201.72*	*20%*
Fire Contracts	£	*750.00*	£ -	*0%*
Alarm costs/Key holding	£	*1,500.00*	£ *295.13*	*20%*
Air Con & Oxendales (underfloor heating)	£	*600.00*	£ -	*0%*
RA Dalton - Sewage	£	*630.00*	£ -	*0%*
PAT Testing/Emergency lights	£	*600.00*	£ -	*0%*
Equipment Purchase/Hire/Repairs	£	*10,000.00*	£ 2,996.72	*30%*
Tree/Hedge/Ground Works	£	*4,000.00*	£ 240.80	*6%*
Plants/bulbs General Gardening Expenses	£	*5,000.00*	£ 304.98	*6%*
Business Rates	£	*1,600.00*	£ 720.00	*45%*
Professional Fees	£	*3,000.00*	£ 1,075.00	*36%*
Outreach/Room Hire expenses	£	*3,000.00*	£ 665.08	*22%*
Petty Cash	£	-		
Recharge to Parish Council	£	*7,500.00*	£ -	*0%*
WALLED GARDEN TOTALS		***£155,480.00***	***£34,767.03***	***22%***
		check		
GRAND TOTAL		***£460,555.78***	***£98,806.78***	***22%***

Estimated Income for 2024-2025	*Budget*	*Actuals todate*	
Precept	*£294,576.00*	*£294,576.00*	
WG Café Rental Exc Utilities	*£16,000.00*	*£3,999.99*	
Outreach/Misc/produce/donations	*£20,000.00*	*£2,654.61*	
AS Investment Income	*£131,000.00*	*£26,509.26*	
Bank Interest/Livewire		*£1,069.51*	
Bank Interest Walled Garden		*£327.29*	
Walled Garden only	*£167,000.00*	*£33,491.15*	***20%***