GRAPPENHALL AND THELWALL PARISH COUNCIL

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22nd October 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 Parish Council Offices, Bellhouse Lane, WA4 2SG on Tuesday 28th October at **7.00 p.m.** at which your presence is requested.

Colette Fellows

Clerk to the Council

A G E N D A

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

13. 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.

14. 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.

15. Handyman list of works
Please see below a list of works completed by the handyman to date and work still to be completed currently.

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

a) A new leaf blower is required, the cost to repair the old one is not viable. The garden manager would like a Backpack Blower PB8010 for around £582.50+vat. For discussion and resolution.
b) Yew Hedge to renovate on side and trim the remaining (February) at a cost of around £3.5k, for discussion and resolution.
c) The Gardener/Manager has received a free offer from Cheshire Pest Control for grey Squirrels. For discussion and resolution.

d) High Winds – it was previously been suggested that we implement a threshold for high winds at 45 miles hour forecast. However, if we had closed at 45mile hour forecast we would have had to close 6 times on a weekend since Christmas. This would have had a significant impact on Primrose's trading. Since we only have one mature tree on site, and we are protected by the wood I recommend we should consider raising the threshold to 55miles an hour. For discussion and resolution.

17. Outreach Officer's Report

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

18. Walled Garden Finances

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

18.2 The Clerk will present the financial position of the Arnold Stansby account for 2025/2026 (see attached).

19. 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.

20. Fountain Café

The lease for the Fountain Café was due for renewal or extension as of September. The Clerk met with Adam Halford Primrose along with the café manager Robert Groom to see if they would want the contract extending. Primrose have asked for the following to be considered:

a) Dogs to be allowed in the fountain café, servicing extra customers in the gazebo is not feasible due to the logistics and staffing restraints.
b) They would like to open an extra day – Thursdays
c) A portable drinks counter to service customers who just want a takeout drink.
d) Lack of storage is an issue, if the gazebo was to be taken down.

For discussion and resolution.

21. Surveyors Reports

A full arboriculturist report was completed to check for potential damage to the Oak Trees on the Village Green. The report was shared with members on the 25th August 2025, even though the tree is damaged it is still a healthy tree.

21.1 <u>Conservation Surveyor report and Quantity Surveyor Report</u>.

We have now received the schedule of works and specification from Charles Blacket Ord (Blackett-Ord conservation) which was circulated to members at the time. From this we have since received the QS cost estimates, which only includes repainting the underside of the glazing bars as well as the top. The Clerk has engaged with three contractors who specialise in Conservation work to tender for the works, they are as follows:

a) Maysand Ltd
b) Rosslee Construction
c) Clan Contracting Ltd

Under the Financial Regulations (Nov 2024) under the Procurement section 5.6. It states that:

For contracts estimated to exceed £60,000 including VAT, the Clerk shall seek formal tenders from at least three suppliers agreed by the Council. Tenders shall be invited in accordance with Appendix 1(below).

Appendix 1 - Tender process

1) *Any invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases.*

2) *The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post, unless an electronic tendering process has been agreed by the Council.*

3) *Where a postal process is used, each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract. All sealed tenders shall be opened at the same time on the prescribed date by the Clerk in the presence of at least one member of Council.*

4) *Where an electronic tendering process is used, the Council shall use a specific email address that will be monitored to ensure that nobody accesses any tender before the expiry of the deadline for submission.*

5) *Any invitation to tender issued under this regulation shall be subject to Standing Order 6 and shall refer to the terms of the Bribery Act 2010.*

6) *Where the Council, or duly delegated committee, does not accept any tender, quote or estimate, the work is not allocated and the Council requires further pricing, no person shall be permitted to submit a later tender, estimate or quote who was present when the original decision-making process was being undertaken.*

For discussion.

21.2 <u>Grant Funding</u>

The Clerk and Outreach Officer have started to prepare grant applications to help fund the glasshouse repairs. The Outreach Officer has reached out to lady Anne Dodd currently. For discussion and resolution.

22. Bench on the Village Green

The Thelwall Mens shed was asked to supply a quote for a circular bench around one of the Oak Trees, unfortunately however they have concluded that they cannot provide a bench to encircle one of the trees in question. This is because of the sloping and uneven ground and the irregular nature of the trees (they aren't circular). Any such bench would have to be primarily fabricated on site - they could prepare a lot of the materials in advance but cutting each piece (approximately 100) to the required angles and then assembling the bench would have to be done in situ. This would mean we would need an electrical supply (possibly a petrol generator) to power a suitable saw. The extent of the site work, coupled with the location, i.e. a public space, means that they feel this is something they would not be comfortable with.

23. Alarm System

The current alarm system/configuration is proving problematic, false activations caused by nature of the environment. Protec have made alternative suggestions to be discussed at the meeting.
For discussion and resolution.

24. T/L Cliff Taylor

The Clerk and staff at the Walled Garden would like members to consider planting a tree in the gardens to celebrate the contributions made to the restoration of the Glasshouses by the late Cliff Taylor. For discussion and resolution.

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.
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		
7.	Information board	Flag stones are needed to prevent mud and water gathering.	BR	ongoing	
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.
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	Complete	The board is now sited outside the Walled Garden.
16.	Animal Signage	'Do Not Feed'	OG		
17.	Promote non feeding of wild animals on social media platforms and website		KF		

	Handyman Jobs at the Walled Garden 2025			
	Job	Completed	Ongoing	Cost
1	Refurb Notice baord	Yes		
2	Rotten timbers on Pergola	Yes		
3	Cleaned and oiled all latched throughthe greenhouses	Yes		
4	Fitted retaining latch on the JR glasshouse door	Yes		
5	Side door to Fountain café removed and eased	Yes		
6	Gutters over Café entrance	Yes		
7	Repaired brass latch on Wooden door to workshop	Yes		
8	Fitted temporary hesian covers to café & JR Glasshouse	Yes		
9	Stripped down bench opposite far pond	Yes		
10	fitted new light in lAdies toilet	Yes		
11	Fixed toilet seat in mens toilets	Yes		
12	Fitted new fill valve mens toilet	Yes		
13	Removed security screw on 2x green window doors	Yes		
14	Fitted temporary wedges to secure for now	Yes		
15	fixed storage draw in café	Yes		
16	Hot taps & Brades hoses replaced in ladies	Yes		
17	Fit new valves and syphons in ladies toilet + qtr turn taps		X	
18	Fit new slats to all benches		X	
19	Rehang greeen security doors over windoew (car park)		X	
20	Fit new glass in Janet Richards House (safety issue)		X	
21	Plan to refurb al wooden gates		X	
22	Repair Flush Handle on outside toilet		X	
23	Repair brickwork around compost heap		X	
24	Replace timber in metal gates		X	
25	Find key for Wavin ACO		X	
26	Floor in kitchen uneven		X	
27				
28				

Walled Garden Report - Estates October 28th
(Gardener/Manager – Oliver Groos)

Working with Beechwood Ind. to maintain areas surrounding the garden - the coppicing we did last year was mostly successful. I have to train them not to use glyphosate around shrubs. (contract actually states to hand weed) but in actuality woody species will outcompete annual weeds anyway.

I plan to lightly prune the Oaks along the pond which overhang the long border to maintain light levels to the flower border.

Work on the long border - Autumn is division time for herbaceous perennials, which makes up the majority of the long border. We are mostly controlling the slugs, and we have been able to sell clumps once dug up. However, now that we have made some space it needs filling. I expect to use some of the 'plants' budget before April to re-populate the border.

It's been a really dry year; I've used a lot of water to keep the garden. We have lost some plants to drought. (gardens all over the country are dealing with effects of climate change) We have a submersible pump in stores, and I have only recently got it working with Brian's help. Watering in the display house will now use harvested rainwater. I do have to buy a few irrigation fittings to get this working properly.

Composters guild has drawn interest, but volunteer gardeners attracted by the signage have simply integrated with the general gardeners.

Geese have made a return after leaving us in August.

RMS - have kindly supplied us with some bird boxes - planning to put them up round the back of the ponds.

I have had some amateur photographers send me some fish photos. Following plans expressed at the last meeting.

I'm planning some garden craft to make herbaceous plant supports over winter instead of buying steel which is what I have previously done. Hoping to use our volunteer labour instead of buying. A nod to sustainability objectives as these harvested materials are locally renewable rather than using steel.

I mowed the flower meadow with a scythe and raked up the risings with a Victorian hay rake which you can see in the display house at the moment. A lot of interest from the public.

We have a new volunteer gardener who also volunteers at the food bank and Youth Zone where they distribute excess food. She has taken some windfall apples that I would have composted. I hope this can continue as an outlet for our excess produce. (it is not my intention to produce excess but certainly in the case of apples it's a worthy cause where the majority are composted at the moment)

I carried out an hour's work removing a small pocket of balsam on woodland trust land, I asked permission. I considered it too close to the garden and small enough that it should be dealt with quickly.

Community Outreach Officer Report for Estates Committee – 28th October, 2025

Since the last Estates meeting in July we have held a successful Autumn Fair (27th September) – over £750 raised, and started a new monthly group at the Walled Garden (the 3C's group – Cake, Coffee and Community) Eleven people attended the inaugural session on the 29th September, and all are set to return (and bring others with them in November) The group meets on the last Tuesday of the month and we charge £5 per head for attendance.

We have a Winter Fair taking place on Saturday 9th November (11- 3pm) – potential opportunity for early Christmas present shopping? Please can I appeal for raffle/tombola prizes for this event?

There are 8 wreath making workshops planned for the garden in the period 28th November – 7th December (tickets via Eventbrite – 2 sessions are sold out already)

A full list of events/ activities at the Walled Garden is outlined on a separate document (and attached)

In addition, we have workshops at the garden in crafts/interests including DIY, furniture painting, glass fusing, and needle felting.

Our regular 'Have a Go' Group has 13 members, all of whom pay for up front for a block of sessions irrespective of whether they can attend or not. They continue to enjoy a range of activities and support the work of the garden, by contributing time and things made for our events.

I am working with Colette and Susan on seeking funding for the cost of restoring the glasshouses, as per the surveyor's report.

CJF/October 2025

Events/Activities coming up at the Walled Garden

Saturday 18th October – Made in Lindi – Footstool workshop – 10am -3pm. For more information visit www.madeinlindi.co.uk/events

Tuesday 28th October – 3C's Group (Coffee, Cake and Community) -1.30-3.30pm (every last Tuesday of the month, except December) £5 per head in the Community Space

Wednesday 29th October – Halloween 'Drop in crafts & activities for children' in the Community Space/School Room. 1.00pm – 3.00pm (small charge applies per item made)

Thursday 30th October – 10am -1 pm- School Room - Flufftastic Needle felting – Poppy Field - £30. Email to book: flufftastic23@gmail.com

Tuesday 4th November – Neighbourhood Plan drop in event – 4pm – 7pm- Community Space

Sunday 9th November – Winter Fair – 11am – 3pm – Community Space, glasshouses and outside. (Free entry) Primrose – takeaway. Artisanal stalls/Raffle/ Tombola/produce for sale

Thursday 13th November – Glass Christmas Decorations –

1.30-3pm. School Room - £39.00 book via www.bassgaragegallery.com

Saturday 15th November – Bohojo – Footstool Upholstery Workshop (10am – 3pm) glasshouse adjoining school room (fully booked)

Tuesday 18th November – Bohojo – Furniture Painting workshop (10am -3pm) glasshouse adjoining school room (fully booked)

Friday 28th November – Wreathmaking

Sunday 30th November – Wreathmaking

Saturday 6th December – Wreathmaking

Sunday 7th December – Wreathmaking

Please note that the wreathmaking tickets (£45 per head) are only available via Eventbrite and there will be 2 sessions each day (am and pm) 10.30am – 12 noon and 1.30pm – 3pm

Thursday 4th December – SLCC event in the Community Space (lunchtime)

Sunday 14th December – Made in Lindi – Christmas Lantern Workshop – 10.30 – 12.30pm – for more information visit www.madeinlindi.co.uk/events

In addition to the above there are weekly users as detailed below:

Tuesdays - 10-1pm – Community Space – Moore Art Group

Wednesdays – 10.30 – 12.30pm – School Room - Heys Art Group

Wednesdays - 1.15pm – 3.30pm – School Room/Community Space – 'Have a Go' Group

Walled Garden					
Garden Staff Salaries (Pay, NI/Tax/Pension)	£	*96,000.00*	£	*46,362.90*	*48%*
Staff Travel & General Expenses	£	*200.00*	£	*25.20*	*13%*
Staff uniforms	£	*200.00*	£	*90.75*	*45%*
W.G Admin/Telephone/Stationary	£	*1,400.00*	£	*536.11*	*38%*
Utility Costs Gas/Elec/Water	£	*12,000.00*	£	*7,054.32*	*59%*
Cleaner/Materials	£	*5,000.00*	£	*3,114.42*	*62%*
Waste Removal WBC Bins	£	*1,500.00*	£	*1,314.30*	*88%*
Janitorial expense	£	*1,000.00*	£	*283.87*	*28%*
Fire Contracts	£	*750.00*	£	*81.25*	*11%*
Alarm costs/Key holding	£	*1,500.00*	£	*679.91*	*45%*
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*	£	4,167.33	*42%*
Tree/Hedge/Ground Works	£	*4,000.00*	£	440.80	*11%*
Plants/bulbs General Gardening Expenses	£	*5,000.00*	£	538.25	*11%*
Business Rates	£	*1,600.00*	£	1,260.00	*79%*
Professional Fees	£	*3,000.00*	£	2,837.50	*95%*
Outreach/Room Hire expenses	£	*3,000.00*	£	1,431.30	*48%*
Petty Cash	£	-			
Recharge to Parish Council	£	*7,500.00*	£	-	*0%*
WALLED GARDEN TOTALS		***£155,480.00***		***£70,218.21***	***45%***