



Holmes Chapel Parish Council

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TECHNICAL SERVICES

TO ALL MEMBERS OF THE COMMITTEE – Cllr M Blomeley, Cllr A Armit, Cllr RC Parry, Cllr M Ranger, Cllr D Savage and Cllr MJ Street.

You are summoned to attend a meeting of the Technical Services Committee on **Thursday 2 February 2017** at the Academy Suite, Holmes Chapel Community Centre commencing at 7.00 p.m.

Stuart Hobson, manager for CCTV at Cheshire East Council is attending the meeting to answer questions on the operation.

AGENDA:

1. **Apologies** - to approve any apologies for absence.
2. **To receive Declarations of any**
 - a) **disclosable pecuniary interests**
 - b) **any other disclosable interests****as required under Chapter 7 of the Localism Act 2011.**
3. **Public Speaking** - The Chairman will adjourn the meeting to allow questions from members of the public to last no more than 15 minutes. After questions the Chairman will reconvene the meeting.
4. **Minutes** - to approve the minutes of the Committee meeting held on 1 December 2016 - copies circulated
5. **Matters arising** – To receive verbal reports on any matters arising from the above minutes:
 - **Pedestrian crossing** – the criteria for pedestrian crossings has been circulated;
 - **Road name signs** – quotes have not been obtained yet.
6. **Planning applications** – To consider any applications on lists recently circulated.
 - **17/0322C** – 8 Lingmell Gardens, CW4 7LH. Proposed single storey rear extension, replacement pitched roof to the existing flat roofed garage.

7. **Highway Issues Review** - To consider the following issues raised at previous meetings:
 - **HGV weight limit** – letters have been written to those companies seen not adhering to the signs. One reply has been received. Enforcement continues to be a problem.
8. **SIDS and Speedwatch** - to receive reports:
 - **SIDs** – Cllr Blomeley and the Clerk met Chris Hodgson, Senior Design Technician CEC in December 2016 to request that the SID on Knutsford Road is moved further down the hill. Currently awaiting for confirmation on the date of removal.
 - **Speedwatch** – the group has reformed and received training on 21 January 2016. Cllr Armit is sourcing Speedwatch signs
9. **CEC Highway Service Satisfaction Survey** – to complete the survey taking into account comments already received.
10. **Summer planting including hanging baskets** – to receive a report on planting in 2016 and plans for 2017.
11. **Lengthsman** – to consider the report at Appendix 1.
12. **Christmas Tree and lights** – to receive a report on quotations for additional lights from Cllr Street and to recommend approval to Full Council. Quote will be brought to the meeting as not yet received.
13. **Future agenda items** – items identified in the 5 year plan and Neighbourhood Plan including a tree survey.
14. **Chairman and clerk's report**
15. **Public speaking**

Nicola Clarke
Clerk of the Council
27 January 2017

Appendix 1

Lengthsman

Background

Following a recommendation from Technical Services Committee, Full Council agreed a budget of £5,000 in 2017-18 budget for provision of a lengthsman/handyman.

Work has been identified around the village which will enhance the overall look of the village. The role is not designed to replace CEC in any of their duties and it will not be acceptable if CEC reduce some of their level of service because Holmes Chapel Parish Council has provided additional service. Potentially the lengthsman could identify areas which need reporting to CEC and monitor their progress.

Objectives and Purpose

The objectives of employing a lengthsman would be:

- To provide a solution for ongoing maintenance of Council street furniture
- To provide an effective resource to improve the village centre e.g. sweeping leaves and cleaning signs

Suggested duties

The following is not exhaustive:

Removal of fly posting	Weeding pavements, verges and paths
Leaf collection	Ad hoc litter picking
Graffiti removal	Painting of signs etc.
Repairs to Parish Council property e.g. benches, notice boards, planters etc. Pruning of overhanging trees / bushes in public areas	Cleaning of street signage Inspection of paths, pavements, gullies etc. Periodic patrols of Dane Meadow and play areas to follow up actions
Assistance at the HCCC as required Watering village centre plants	Reporting to CEC of issues via the PC office

Skills / Knowledge required:

- DIY skills (woodwork, simple metal work, painting, minor building works)
- Competence with hand / power tools
- Basic horticultural knowledge / experience
- Knowledge of safe working on the highway
- Training provision may be required.

Key benefits

That Holmes Chapel will be a cleaner and smarter village reflecting the pride residents have in their village. It will also raise the profile of the Parish Council in the community as a proactive council.

Operational implications

The Clerk or Assistant will instruct the lengthsmen to carry out work following requests from either the community or council.

General

The lengthsmen will be required to provide their own tools and equipment which should be maintained in a safe working condition. The post holder should be familiar with lone person working procedures and recommendations and possess a mobile phone. Materials / consumables will be purchased by the Parish Council via an appropriate arrangement.

Finance

An invoice will be submitted to the council for payment. Costs will be monitored by the Clerk and reported to Technical Service committee.

Costs:

The following table gives a matrix of hourly rates and hours of work to show an annual cost assuming engagement for 46 weeks p.a.

Hours/wk Cost / hr	4	8	12	16	20	24
£8	1472	2944	4416	5888	7360	8832
£10	1840	3680	5520	7360	9200	11040
£12	2208	4416	6624	8832	11040	13248
£15	2760	5520	8280	11040	13800	16560
£20	3680	7360	11040	14720	18400	22080

Costs exclude VAT which is recoverable if charged.

