



Stanway

Parish Council

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2024/09

Minutes of the Community Services Committee Meeting held on TUESDAY 11th February 2025

1.Attendance and Apologies for Absence

The following Councillors were in attendance: Cllrs D Jordan , D Chambers, A Norton, T Singh, J Spademan and W Tearle.

Also, in attendance, Donna Tristram, Parish Clerk.

2.Declaration of Interest

Cllr Norton declared a non-pecuniary interest in agenda item No. 7g) as she is related to the Defib and CPR Instructor and a non-pecuniary interest in agenda item No. 11 as a friend of the grantee.

3.Public Participation

There were no members of the public present.

4.Minutes of the Community Services Committee Meeting of Tuesday 21st January 2025

RESOLVED to approve the Minutes of the Community Services Committee Meeting of 21st January 2025.

5.Deputy Clerks Report

The Deputy Clerk's report was circulated prior to the meeting and noted.
The Financial Report was circulated prior to the meeting and noted.

6.Local Community Events

a) **Children's Disco** – Cllr D Jordan reported the event went well, with a similar number of children attending as the previous year. The Clerk repeated that a working party for each event is essential when officer and councillor attendance is required to ensure there is cover and a fair distribution of tasks on the day. It is also important to fully comprehend CS events do not necessarily have to be self-sufficiently funded, as each year the committee agree a community event revenue expenditure budget.

To counter not enough SPC officers/councillors being available, Cllr Tearle suggested Community 360 may be able to provide volunteers/paid persons to assist on the day of events as they have the necessary training and DBS checks etc., Deputy Clerk to reach out to Community 360 and report back as this may enable more events to happen without over stretching current human resources.

7.Community Events and Services

a) **Annual Parish Forum** – The Deputy Clerk will promote the event in the community ie., schools, churches, community groups/associations, library and other public buildings and keep

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putting notices on social media. Two nominations have been received for the Community Champion Awards so far. The committee agreed this needs to be further promoted before the 3rd April deadline. The Deputy Clerk will invite previous grantees to the event and keep promoting the awards within the community.

- b) **Further coach trips** – After discussing, it was decided a further 2 coach trips could be organised during 2025, one in the summer to the coast eg., Southwold or the Clacton Air Show, and another for the Bury St Edmunds Christmas Market in December. The Committee want to build up to regular outings that can be advertised in advance for the year, but are conscious that offering trips with entry costs/tickets eg., shows in London, Abba Voyage, Sandringham Estate, may restrict who can go. These two further trips in 2025 have therefore been organised on the basis that there is no entry fee, so the seat on the coach is the only cost. It was agreed that attendees would need to provide prove of address in Stanway to obtain a discounted “resident” rate. Additionally, the committee will consider if discounts should also apply for people on benefits/the elderly.

Deputy Clerk will speak to local coach providers to obtain available dates and prices for a similar vehicle to the Norwich trip coach and report back to the Committee to agree dates and pricing structure to enable early advertising.

- c) **VE Day** – Agreed that the community centre would be decorated appropriately (bunting and the soldier sculpture) and Cllr Chambers would arrange for last year’s beacon to be adapted for this year’s lighting. The lighting of the beacon will be late evening of Thurs 8th May. Committee to decide if they wish to light the beacon then or wait for the Summer Picnic (or do both).

- d) **Summer Picnic** – Decided on 1940’s themed summer picnic, either 24th or 25th May (Bank Holiday Weekend). Cllr Norton will advise on hall and playing field availability. The Royal British Legion will be invited and they should be able to offer ideas and provide decorations/beer tent? Bex Bakes will be invited to assist as on previous occasions.

Ideas to explore:

1940’s Big Band

1940’s Disco

Themed Storyteller for children

Invite veterans

Baking competition – ration recipe (get the schools involved as it is part of the school syllabus

Fancy dress competition (children as evacuees?)

Make a gas mask crafts

A day in the life of a Land Girl/Home Guard

Re-enactment event?

Invite clubs with war memorabilia eg., vehicles

Invite Army Cadets (speak to Colchester Barracks)

Invite Scouts to assist – put up marquee

Beer tent (organised by RBL?)

Best decorated stall (if opening up to stall holders)

“Knees Up” sing song/Choir

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- e) **Macmillan Coffee Morning** – Explore other events to support eg., Marie Curie or local charities St Helena Hospice, Yarra Farm, Stanway Green, The Colchester Food Bank as Macmillan mornings are so popular. Try and organise a joint event ie., SPC could provide the hall or support financially for an event already happening in the community. Deputy Clerk will explore and report back.
- f) **Quiz Night** – Agreed to either Saturday 29th (preferred date) or 22nd November in Village Hall. Cllr Norton will check availability so the Deputy Clerk can book and arrange. Agreed to a cash raffle prize and Corporate Governance Committee will update after their meeting 12th February regarding this committee's request for a mobile card reader.
- g) **Defib & CPR Training** – Cllr Norton will pass on information of provider, who is a family member, so the Deputy Clerk can discuss costs and dates and report back to the Council. The course could be completed 4-5 times over 1 day (as is approximately 1 ½ hours long per session), with the last one commencing at 3.30pm. This would be possible in school holiday periods or on a Saturday at the Stanway Community Centre. This committee would fund any hire charges. The instructor has been running these courses for 12+ years and will provide appropriate qualification certificates, insurance and risks assessments.
- h) **Children's Christmas Event** - Cllr Jordan proposed a pantomime in January 2026 using Gary Star Productions, who successfully performed a pantomime for SPC during the Covid Period. Their production this year will be The Wizard of Oz. The Clerk will contact all Stanway primary schools to enquire if they propose taking children to see a pantomime, or if they would be interested in SPC funding a visit to the school (although this might have to be in December instead of January?), as there would be no cost to the children. As SPC would need to offer this to all primary schools in Stanway, another option to explore could be to hire the Village Hall if that is larger (or The Stanway School Hall) so more than one school can attend at a time? The Deputy Clerk will explore options and obtain prices and availability in December & January from Gary Star Productions.

8. Tree Planting at Villa Road

The Deputy Clerk's report confirmed a licence has now been received for 6 months to plant 6 shrubs (agreed at January Committee Meeting). Cllr Baines and the Deputy Clerk will arrange planting in March 2025.

9. Love Your Bus Grant Funding

Agreed to submit a grant application, if criteria can be met by the 21st February deadline, to extend the No. 14 service timetable beyond 2.30pm until at least 6pm and provide a weekend (particularly Saturday) service. The Clerk confirmed Cllr Bentley has agreed to provide written support and the Deputy Clerk has contacted the bus operator, Hedingham for the same. Both conditions must be met for the application to be valid.

The Clerk advised the Public Transport Working Group have been busy researching routes that could benefit from funding by either extending the timetable or route with current providers.

Work continues to:

- (i) review routes and timetables to identify and inform Essex County Council (ECC) and bus operators of gaps in the service. Particular efforts will be made to tie in train and bus

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timetables and provide better public transport options to visit Colchester Zoo and Stane Retail Park

- (ii) source or organise a consolidated timetable/map for all bus operators in Stanway
- (iii) prioritise objectives from the SPC bus passenger survey. The most recurring passenger concerns/requests were real time displays, improved shelters/bus stops with better lighting and improvements in coordination between bus providers, resulting in more accurate public information, particularly when routes have to temporarily change.
- (iv) liaise with Heddingham regarding the No. 70 route, as passenger numbers are low.
- (v) promote use of buses within the community

Discussed the Fruit Farm development imminently being underway. Agreed no bus route amendments can be proposed around this area as the road layouts will be changing. The Clerk will ask Essex Highways for a timetable of road closures and subsequent bus route changes during the development phase.

10. Civil Enforcement Officer Paid Patrols

Considered Clerk's suggestion to contribute towards Essex Highways/North East Parking Partnership deploying enforcement officers over the next half term period up to Easter break, during school drop off and collection times around Winstree Road. Reviewed remaining budget and agreed to contribute £ 2000, as SPC supports this scheme in attempting to improve children's safety. Reports of efficacy may result in further contribution out of 2025/26 community safety budget. The clerk highlighted enforcement may always be required every September when new cohorts start.

Cllr Tearle highlighted that a walking bus could solve the problem of parents/carers now parking inconsiderately over resident's driveways after double red lines were installed outside the school in October 2024. This will be explored with the school head. Another option, could be a park and stride from the Stanway Lakelands Centre, if the lessor and lessee are agreeable and, once the Western Bypass crossing has been installed.

11. Grant Application

Considered and approved a grant of £ 1000 for Stanway Rovers towards their under 8's football strip. Cllr Norton abstained from the vote. The Clerk will inform the club and enquire if the Stanway logo can be put on the strip.

12. Items for Committees / Next Council Meeting

- a) Community Servies to consider organising:
 - (i) children's sports coaching events on playing field during school holidays. (NB: In the past Stanway Villa hosted football tournaments, but local residents complained as visitors were parking inconsiderately on Villa Road. Therefore, any event attendance must not exceed car parking capacity and also not clash with existing coaching days ,eg., Lakelands School are hosting football coaching February half term
 - (ii) hosting free computer courses to residents
 - (iii) Tree Giveaway Scheme
 - (iv) Winter Salt Bag Scheme

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- b) Community Services to consider Cllr Tearle's request for a road safety campaign promoting more crossings, cameras at crossing points and police/community speed checks. (NB: The Deputy Clerk will update on her meeting with the Community Speed Watch Organisers. Cllr Chambers also advised he would be interested in being a volunteer, alongside Cllrs Baines and Norton).
- c) Community Services to consider councillor task force for attending community groups and organisations to find out what is needed and wanted in Stanway and to promote the Council's activities, events and becoming a councillor.
- d) Community Services to retain standing agenda item in future for:
 - (i) Community 360 Liaison Representative (Cllr Tearle)
 - (ii) Public Transport Working Group (Deputy Clerk, Cllrs Singh & Tearle)
 - (iii) Healthy School Street Stakeholder Group (re: Winstree Road, but this Committee to consider issues around Lakelands Primary also). The Deputy Clerk or Clerk will provide any updates

13.To Confirm the Date of the Next Meeting

The next Community Services committee meeting will be held on Tuesday 8th April 2025 at 7.00pm in the Committee Room at the Victory Hall.

There being no further business the Committee Chairman thanked members for their attendance.

The meeting closed at 9.14pm

Donna Tristram, Parish Clerk

Dated: 19th February 2025

Signed.....
Chairman

Dated: 8th April 2025