



COLWICH PARISH COUNCIL

Colwich Parish Council Disclosure Log

Request: CPC FOI 1/23

Subject: Lengthsmen costs and duties

Question:

Could you tell me why we have 2 vehicles and who pays for them? For the maintenance work carried out. And what the lengthsmen's duties are? And where does the funding come from or are they voluntary?

Response

Thank you for your email of 7th December 2023, acknowledged, via email, on 13th December 2023. As detailed, the information you are requesting has been considered under the Freedom of Information Act 2000 and The Environmental Information Regulations 2004 (EIR). I will address your requests in order:

The two vehicles provide different functions which will need to be addressed as and when the original vehicle is no longer roadworthy and the new staff members, as agreed in principle at the Full Council meeting of 21st December 2023, commence work.

The vehicles are owned by the Council which covers all associated costs including fuel, insurance, MOT, road tax and any maintenance costs.

I attach below the Lengthsmen posts as advertised in 2017.

Colwich Parish Council receives the bulk of its funding from the Precept charge issued, annually, to Stafford Borough Council forming part of the Council Tax.

The Lengthsmen are employees of Colwich Parish Council paid under the terms detailed within the National Joint Council for Local Government Services as agreed with the Local Government Association in consultation with the Local Government Trade Unions and endorsed by the National Association of Local Councils and the Society of Local Council Clerks.

JOB DESCRIPTION

GROUNDNS MAN / LENGTHSMAN / HANDYMAN

DUTIES – GROUNDNS MAN

- To undertake Groundns man duties at the JPF: cutting grass (except for main field) in and around the children's play area; overspill car park and around the toilet block; keeping all areas free from litter and emptying individual litter bins into the large Eurobin; maintenance of trees and grass verges.
- To undertake the strimming and mowing of the definitive footpaths around the village.
- To undertake the strimming and mowing of Parish Council owned, leased or managed land.
- To cut Parish Council maintained or managed hedges – Abbeyfields/Mill Lane; Abbeyfields/Main Road and Rockhouse Drive.
- To keep the Parish tidy by removing litter.

DUTIES – HANDYMAN

- To undertake monthly checks of the Parish owned noticeboards and benches and undertake any necessary remedial work.
- To undertake weekly checks of the JPF play equipment, report any defects to the Clerk and seal off damaged equipment.
- To undertake daily cleaning of the JPF toilet block.
- To clear and sweep up any broken glass or other debris that may be found on the skate park, MUGA and soft pour play areas at the JPF.

DUTIES – LENGTHSMAN

- To clean gullies along the roadways across the village (within the 30 mph zone only) of all debris.
- To clean pavements of grass, leaves, branches and other debris.
- To spread salt during cold periods.
- To keep the Parish tidy by removing any litter.
- To clean all non-illuminated road signs (within the 30 mph zone)

DUTIES – GENERAL

- To complete any risk assessments required and report any damaged or broken equipment to the Clerk to the Parish Council for action to be taken.
- To advise the Clerk to the Parish Council of any equipment required by you to enable you to complete your duties.
- To undertake any other duties required at the request of the Clerk to Colwich Parish Council
- To distribute the Council's Newsletter once a quarter.
- To lock and unlock the gates at the JPF.