

# Selattyn and Gobowen Parish Council

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## Minutes of the Parish Council meeting held on Wednesday 13<sup>th</sup> July 2022 at The Pavilion, Gobowen, commencing at 7pm.

<b>In the chair:</b>	Cllr Emery
<b>Present:</b>	Cllr Broom, Cllr Clare, Cllr Crow, Cllr Dyke, Cllr Ellis, Cllr Macey, Cllr Lander,
<b>In attendance:</b>	Shropshire Councillor Mark Jones PCSO P Roberts Three members of the public
<b>Apologies:</b>	Cllr Evans, Cllr Lloyd, Cllr McKenna, Cllr Morgan
<b>Absent:</b>	Cllr Westwood Bate
<b>Minute taking:</b>	Cllr Crow

### **1645. To receive and approve apologies and reasons for absence**

Apologies for absence from Cllr Evans, Cllr Lloyd, Cllr McKenna and Cllr Morgan were received and approved.

### **1646. Disclosable Pecuniary Interests**

- a. There were no declarations of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
- b. There were no applications for dispensation

### **1647. Public Participation session**

Members of the public present spoke on the following subjects:

- The roundabout in the centre of Gobowen village is still a mess
- Shropshire Councillors present were asked to get in touch with STAR Housing regarding overgrown hedges in West Place and Hammonds Place.
- The Council was thanked for the hard work done on the benches and the flowers in the village. It was stated that members of the community don't realise who does the work.
- The Council was thanked for the free use of the Pavilion for a forthcoming fundraising event.

### **1648. Minutes**

- a. **To confirm** the minutes of the Full Council meeting held on 8 June 2022

**RESOLVED:** To confirm the minutes as a true record of the meeting and the minutes were duly signed by Cllr Emery.

- b. **To note** the draft minutes of the Finance & Executive committee held on 29 June 2022

**RESOLVED:** To note the draft minutes

- c. **To note** the draft minutes of the Amenities & Services committee held on 29 June 2022

**RESOLVED:** To note the draft minutes

### **1649. Reports - to consider**

- a. Parish Clerk's progress report

**RESOLVED:** To note the Clerk's progress report ([Appendix A](#)) .

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*Agenda Item 1649c Police report was taken at this point in the meeting. The minutes are recorded in the order of the published agenda.*

*PCSO P Roberts left the meeting.*

**b. Shropshire Council elected Councillors**

Shropshire Cllrs Mark Jones and Robert Macey gave a verbal report ([Appendix A](#))

Parish Councillors asked questions and made comments on the following subjects:

- Only one side of the crossroads junction at Pentre Dafydd has been painted with white lines.
- Parishioners have commented about inadequate maintenance of the old cemetery (St Barnabas's Churchyard) at Hengoed. Shropshire Councillors were asked to chase this up.

**c. Police Report**

PCSO Roberts gave a verbal update on some of the items listed in the written report. The stalking / harassment incidents listed are mainly on Facebook. The local police are working with North Wales Police and the railway police to solve the problems caused by some young people travelling into the area by train.

Councillors reported that there had been fire engines out to a fire on the Meadows in the middle of the night, and that drinking had been observed outside the Co-op.

**RESOLVED:** To note the written police report ([Appendix A](#)) and the verbal update.

**d. Other reports**

None.

**1650. Financial matters**

**a. Monthly statement**

**RESOLVED:** To note the bank reconciliation ([Appendix B](#))

**b. Payments**

**RESOLVED:** To approve payments made during June and forthcoming for July ([Appendix B](#))

**c. Income**

**RESOLVED:** To note income received in June ([Appendix B](#))

**d. 1st Quarter Budget report ([Appendix B](#))**

**RESOLVED:** To note. There were no comments or questions.

**e. 1st Quarter payments over £100 ([Appendix B](#))**

**RESOLVED:** To note

**f. General and Earmarked Reserves ([Appendix B](#))**

**RESOLVED:** The general and earmarked reserves were agreed

**g. Expenditure - to approve:**

- i. Clerk training – Managing projects and major programmes of work **£30**
- ii. Councillor training – Managing projects and major programmes of work (Cllr Emery, Cllr Dyke, Cllr Morgan ) **£90**

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- iii. Garden of Remembrance construction (see minute 1432b(i) for approval of budget) **£3895**
- iv. Parish Clerk mileage April – June 2022 (£10.80 Cemetery, £42.75 Other).  
**Total £52.55**
- v. Parish Clerk expenses April – June 2022 (£38.44 Postage, £4 Key fobs, £6 printing, £6 land registry searches) **Total £54.44**
- vi. Shropshire Union Canal Society Membership **£30** (allocated budget £25)

**RESOLVED:** To approve expenditure items listed in 1650g(i) to (vi)

## **1651. Planning applications – to consider**

*Cllr Emery and Cllr Macey left the room and took no part in the following item.*

*Cllr Dyke took the Chair.*

- a. **Reference:** 22/02951/VAR (validated 27.6.22)

**Address:** Gobowen Primary School, School Lane, Gobowen.

**Proposal:** Variation of Condition 2 attached to planning application reference 12/02384/VAR to allow for the retention of the demountable units for a further temporary period of 10 years.

**View online:** [Gobowen School planning application.](#)

**RESOLVED:** To make no comment.

*Cllr Emery and Cllr Macey returned to the meeting. Cllr Emery resumed the Chair.*

## **1652. Planning decision - to note**

- a. **Reference:** 22/002021/FUL (validated 25.1.22)

**Address:** Land off Southlands Avenue, Gobowen

**Proposal:** Erection of 38no Affordable Dwellings new access, associated car parking and landscaping (re-submission)

**Decision:** Grant Permission.

- b. **Reference:** 22/01296/FUL (validated 11.4.22)

**Address:** Ommaroo, Bath Banks, Selattyn, SY10 7EZ

**Proposal:** Erection of an entrance porch with balcony over and balcony to side elevation; side entrance porch with balcony above; rear veranda to other side.

**Decision:** Grant Permission

- c. **Reference:** 22/00608/FUL (validated 28.2.22)

**Address:** 75 Thomas Penson Road, Gobowen, Oswestry, SY11 3GW

**Proposal:** Conversion of integral garage to residential accommodation with elevational alterations.

**Decision:** Refuse

- d. **Reference:** 22/01859/FUL (validated 6.5.22)

**Address:** The Bryn, Rhosygdafa, Gobowen, SY10 7BN

**Proposal:** Proposed garages and first floor studio with storage facility, together with formation of new vehicular access to replace existing access.

**Decision:** Refuse

**RESOLVED:** To note

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## **1653. Pavilion CCTV / External lighting – to consider proposal and costs**

Cllr Broom gave an overview of the proposal and answered questions

**RESOLVED:** To approve the proposal and costs as shown below:

- To replace the existing CCTV camera situated on Fernhill Avenue with a combined Pan/Tilt/Zoom (PTZ) and fixed camera installation.
- To improve external lighting at the Pavilion with the installation of 4 additional downlighters in the soffit along the front of the building and replacement of 1 existing downlighter in same soffit, all PIR controlled.
- To improve external lighting with the installation of a PIR controlled LED light on the gable end, removing existing SOX light.
- To replace the concrete streetlight column housing the CCTV camera with a metal column, positioning the new metal column to the side and forward of the existing column for improved CCTV coverage. Upgrade the lights to LED.
- **Total cost £5,287.70 + VAT**

## **1654. Strategic plan update**

Cllr Dyke gave a verbal update of the progress with the strategic plan development.

**Action:** Parish Clerk to circulate a copy of Cllr Dyke's notes to all Councillors.

**RESOLVED:** Cllr Macey to join the task and finish group meeting scheduled for 31<sup>st</sup> August 2022.

## **1655. Funding for speed signs on Chirk Road**

**a. To note** correspondence received about available funding

**RESOLVED:** To note the correspondence

**b. To consider** increasing match funding allocated from earmarked reserves.

**RESOLVED:** To increase match funding from Parish Council reserves to £4,534.

## **1656. West Mercia PCC Town and Parish Council Survey 2022 – to consider draft response.**

**RESOLVED:** To agree draft response with one change – to alter the response for Offences of a Sexual nature from “Not a problem at all” to “Don't know”.

## **1657. River Perry Bank re-profiling works**

**a. To note** the budget estimate for the re-profiling works

**RESOLVED:** To note the budget estimate of **£9535+VAT** for the re-profiling engineering works excluding the purchase and planting of trees and shrubs.

**b. To consider** the report and quote from Shropshire Wildlife Trust for project managing the invitation to tender process and project delivery of the re-profiling works.

**RESOLVED:** To agree the quote from Shropshire Wildlife Trust for project management services **£1180+VAT**

**c. To discuss** and agree to proceed with the works, timing and budget allocation.

**RESOLVED:** To proceed with the works, planning for the engineering works to take place between 1<sup>st</sup> June 2023 and 30<sup>th</sup> September 2023 in accordance with the Ordinary Watercourse Consent.

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**RESOLVED:** To agree a total budget of £13,000 for the works, earmarking £10,000 immediately from general reserves and including an amount in the 2023/24 precept as part of the budget setting cycle.

**RESOLVED:** To note the risks of further deterioration of the river bank in delaying the project until 1<sup>st</sup> June 2023. The Parish Council's insurers will be advised of the situation and the reasons for the timescale, and the banks will be checked for deterioration when the current plant growth dies down. The Parish Council will implement further safety measures if it is considered that the risk has increased.

## **1658. Remembrance Day**

**a. To agree** the purchase of 2 wreaths (suggested donation £18.50 each.)

**RESOLVED:** To make a donation of up to £50 for 2 wreaths.

**b. To consider** and agree the purchase of lamp post poppies (suggested donation £3 each)

**RESOLVED:** 29 are required in total. Parish Clerk to order sufficient number.

Cllr Lander was thanked for volunteering to put the lamp post poppies up in Selattyn and Upper Hengoed.

## **1659. Selattyn School**

**RESOLVED:** To write a letter of thanks to the Headteacher, Ms C Morgan,

## **1660. Outreach Post Office Services at Gobowen Library and Community Hub**

**RESOLVED:** To note that the Post Office have informed Shropshire Council Library Services that this will not be going ahead. There is no post office in the Gobowen area with availability for providing an outreach service.

## **1661. SALC area committees – to consider area review document and agree any comments to feedback to SALC executive and area committee.**

**RESOLVED:** To make no comment.

## **1662. Fairfield Close – to note update from STAR Housing**

**RESOLVED:** To note the update

**ACTION:** Parish Clerk to contact STAR Housing and ask permission to post the update on the Parish Council's website and facebook pages.

## **1663. Consultations - to consider and agree any Parish Council response**

**a. [Shropshire Council economic growth strategy](#)**

**RESOLVED:** To make no comment.

## **1664. Community litter picking equipment and storage – to consider**

**RESOLVED:** To purchase padlockable metal storage container to be sited at the Pavilion to house litter pickers and associated equipment for use by any members of the community. Estimated purchase and installation cost **£230 + vat.**

**RESOLVED:** To house the litter pickers that were gifted to Gobowen by Three Parishes Big Local (currently stored at Gobowen Scout Hall).

## **1665. Correspondence**

**a. Appendix of items circulated by email to note**

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**RESOLVED:** Noted

- b. Shropshire Food Poverty Alliance **to consider** signing open letter regarding cost of living crisis.

**RESOLVED:** To agree to sign the open letter and to put the information on the Parish Council's website and social media.

- c. Bryn Y Castell Coppice Conservation Group – **to consider** request for joint project to explore possible ditch restoration project and associated costs.

**RESOLVED:** To include this item on a future Amenities and Services committee agenda and to hold a site meeting.

- d. Correspondence from Helen Morgan MP – **to consider**

**RESOLVED:** To put up the posters from Helen Morgan MP on the Parish noticeboards as the posters did not include any information supporting a particular political party.

- e. Response from Dept of Levelling up, Housing and Communities to Parish Council letter of 25 March ([Agenda Item 1553b 9.3.22 meeting](#)) – **to note**

**RESOLVED:** Noted

- f. Cuttings Summer 2022 (Shropshire Union Canal Society magazine) **to note**

**RESOLVED:** Noted

## **1666. B5069 tree planting project**

- a. **To agree** the formation of a task and finish group, define terms of reference for the group and appoint members.

**RESOLVED:** To appoint Cllr Ellis and Cllr Macey to the task and finish group. Terms of reference to be decided jointly with St Martins Parish Council representatives at first meeting.

- b. **To note** that St Martins Parish Council have agreed to be involved in the project and have nominated two Councillors to join the task and finish group.

**RESOLVED:** Noted.

## **1667. Future agenda items**

**RESOLVED:** To agree the following items: Signposting of bridleways.

## **1668. Future meetings - to note the date of the next meeting: 14<sup>th</sup> September 2022**

**RESOLVED:** Noted

A note of thanks was given to Cllr Sue Crow for minute taking.

## **1669. Closed Session – to resolve that:**

**RESOLVED:** In accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involve the likely disclosure of confidential information.

## **1670. Car parking in Selattyn**

**RESOLVED:** Cllr Crow and Cllr Lander to attend meeting with Cllr Morgan and Parish Clerk.

## **1671. Planning enforcements – to note**

**RESOLVED:** Noted

**Meeting closed 20.49**

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## *Appendix A Reports*

### a. Parish Clerk's Progress report

#### 1. Zip wire

The foundations of the zip wire have been re-inforced on 7<sup>th</sup> July. The contractor will return in 2 weeks to put the wire back in place. The swing repairs will be carried out on the same visit.

#### 2. Bus Shelter St Martins Road

No progress since update provided for 8 June meeting (see below)

Shropshire Council have now agreed the proposed siting for the new bus shelter. Advice from the streetworks department on any conditions that would need to be adhered to in terms of working in the public highway is now being sought. When this is known, the next step will be to agree the bus shelter design / cost and obtain quotes for installation.

#### 3. Hengoed Phone Kiosk / Little library

No progress since update provided for 8 June meeting (see below)

At the December Parish Council meeting, a refurbishment project on the Phone kiosk at Hengoed that houses the little library was considered. As the phone box door faces the road with approx 1m distance between the traffic and the door (when closed), it was agreed to explore the possibility of rotating the kiosk 90 degrees to open on to the verge. BT have advised that the cast iron kiosk weighs 770kg and that the model can be prone to hairline cracks upon removal. It would need to be lifted, rotated and then set down again; it can't just be turned in place. BT use an Essex based company for all their removals work; the company advised that they could inspect the kiosk and quote to rotate it next time they were in the area.

The Clerk has spoken with two local civil engineering / building firms and discussed the project. To date, neither firm has been able to propose a way of carrying out this work. The project will be on a future agenda to consider alternative safety measures if no progress is made in the coming weeks.

#### 4. Cemetery software systems – transfer from Epitaph (provided by Edge IT) to Scribe

The 5 year contract with Epitaph came to an end on 5 April at which point a data file was due to be provided to the Parish Clerk for forwarding on to Scribe to upload into the new system.

At the time of writing this report (8<sup>th</sup> July), a useable data file has not yet been provided. The Clerk has chased Edge IT at least weekly for the file and has been assured that the file will be provided on numerous occasions. A 185 page pdf was provided but the data had been requested in csv or excel format so that it could be uploaded into the new software. At the time of writing this report the delay in receiving the data is now causing operational issues – the Clerk has to access the paper records at the Pavilion, increasing the time spent to deal with any query.

Next steps – the Clerk will seek advice from the Information Commissioner's office.

#### 5. Parish Council website

There has been significant progress on the new Parish Council website during June. The Clerk plans to continue to focus on working towards a launch.

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## 6. Highways issues outstanding

The Clerk has been copied into email correspondence between Shropshire Cllr Robert Macey and Shropshire Council regarding these issues. No definitive response has been received regarding any of the issues.

- a. Re-location of 30mph speed signs. No update yet received from Shropshire Council
- b. 20mph zone around the school - no response has been received from Shropshire Council to the request submitted by the Parish Council.
- c. Pedestrian warning sign by stile near WAT's meadow roundabout - no response has been received from Shropshire Council
- d. Hengoed Speed limit reduction to 30mph - no response has been received to the request submitted by the Parish Council.

## 7. Parish Councillor vacancies

The two vacancies will be advertised on the back page of the August edition of the Parish Roundabout magazine. Proposed closing date for applications is 30 September to co-opt at October meeting.

## 8. Outstanding actions – Parish Clerk

- a. Letter / email to Shropshire Council to request that Pentre Dafydd Crossroads is upgraded to a 'stop' junction.
- b. Presentation by Shropshire Council officer – planning and climate change
- c. Planning – to survey SGPC Parish Councillors for planning related issues and consider additional planning committee meeting with committee Chair (Cllr Ellis)

## b. Shropshire Council elected Councillors report

Shropshire Cllr Mark Jones reported:

- The road from Mile End to Beatrice Street in Oswestry will be re-surfaced in the near future.
- He had visited Fairfield Close and observed that there was damp in some of the homes and that the utility services on that site were limited.
- STAR Housing have £120million for a carbon reduction plan and will be upgrading 44 homes at a cost of approximately £30,000 per home.
- £250,000 has been allocated for 26 homes in Gobowen to have new windows and exterior cladding.
- Cllr Jones has been appointed as a trustee to the Oswestry dispensing fund which gives grants to help deprived people in the area.

Shropshire Cllr Robert Macey reported:

- The transfer of open space at WAT's meadow to Shropshire Council is underway. The play equipment will need to be installed within 2 years.
- Permissions and funding for Vehicle Activated speed signs is under review. More information will be shared when available.
- 30mile an hour limit in Hengoed request – this is now being double checked with the police.
- Government inspectors are currently going through the Local Plan.
- A communities and engagement officer focussing on roads has been appointed
- There is a specific website for holiday activities available from 25<sup>th</sup> July.



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## c. Police report

- 01/06/2022 – Stalking / Harassment
- 03/06/2022 – Assault
- 04/06/2022 – Attempt Burglary
- 05/06/2022 – Criminal Damage
- 09/06/2022 – Sexual offences
- 09/06/2022 – Assault
- 11/06/2022 – Stalking / Harassment
- 14/06/2022 – Public Order
- 15/06/2022 – Stalking / Harassment
- 17/06/2022 – Stalking / Harassment
- 17/06/2022 - Burglary
- 18/06/2022 – Assault
- 19/06/2022 - Stalking / Harassment
- 19/06/2022 – Robbery
- 23/06/2022 – Assault
- 28/06/2022 – Assault
- 29/06/2022 - Theft

## Incidents that have been omitted for data protection or non-crime dealt with by police:

- ASB – 7
- Concern for Safety – 6
- Domestic Incident – 1
- Highway disruption (including Road Traffic Collisions) – 6
- Missing Person - 0
- Suspicious Incident – 3

# Selattyn and Gobowen Parish Council

## Appendix B Financial Matters

### Bank Reconciliation at 01.07.22

	Cash in hand 01.04.22		£ 327,497.35
	<b>ADD</b>		
	Receipts 01.04.22 - 01.07.22		£ 138,275.35
			£ 465,772.70
	<b>SUBTRACT</b>		
	Payments 01.04.22 - 01.07.22		£ 18,206.49
<b>A</b>	<b>Cash in hand 01.07.22</b> (per cash book)		<b>£ 447,566.21</b>
	Cash in hand per Bank Statements		
	Cash 01.06.22	£	22.50
	United Trust Bank 16.08.21	£	85,000.00
	Redwood Bank 95 day notice 12.01.22	£	10,000.00
	Nationwide 31.03.22	£	85,885.43
	HSBC Business Money Mgr 30.06.22	£	85,129.97
	Unity Trust Deposit 01.07.22	£	79,809.56
	Unity Trust Current 01.07.22	£	26,728.75
			<b>£ 372,576.21</b>
	Less unrepresented payments		£ 10.00
			£ 372,566.21
	Plus unrepresented receipts		£ 75,000.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>£ 447,566.21</b>
<b>A = B Checks out OK</b>			

Unrepresented payments : £10 to Shropshire Council (room hire Selattyn School)

Unrepresented receipts: £75,000 transferred to Redwood Bank. Updated statement not yet received.

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## Payments made prior to meeting

<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
BACS 2022-66	Smouts Windows	Installation Pavilion door	300.00	60.00	360.00	LGA 1972 s.133
DD2022-67	British Telecom	Pavilion Broadband	33.45	6.69	40.14	LGA 1972 s.133
DD2022-68	Vonage	Staff telephone	16.00	3.20	19.20	LGA 1972 s.111
DD 2022-69	Water plus	Pavilion Water	22.46	0.00	22.46	LGA 1972 s.133
DD 2022-70	Veolia	Refuse Emptying	45.56	9.11	54.67	LGA 1972 s.214(6)
BACS 2022-71 to 2022-74	Parish Clerk	Salary / Pensions / NI / PAYE (Month 3)	2918.37	0.00	2918.37	LGA 1972 s.112(2) LGPSR SI 2007/1166, LGPS SI 2008/238&239
BACS 2022-75 to 2022-76	Unity Bank	Bank Charges	34.95	0.00	34.95	LGA 1972 s.111
<b>TOTAL</b>	n/a	n/a	<b>3370.79</b>	<b>79.00</b>	<b>3449.79</b>	n/a

## Forthcoming payments for approval

<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
BACS 2022-77	DCK Payroll Solutions	Payroll Services	30.00	6.00	36.00	LGA 1972 s.111
DD 2022-78	British Telecom	Pavilion broadband	33.45	6.69	40.14	LGA 1972 s.133
BACS 2022-79	Shropshire Council	May 2021 Election Costs	100.00	0.00	100.00	LGA 1972 s.111
DD 2022-80	Veolia ES	Refuse emptying	45.56	9.11	54.67	LGA 1972 s.214(2)
BACS 2022-81	Reliant UK Ltd	Clerk Laptop repair	70.00	14.00	84.00	LGA 1972 s.111
BACS 2022-82	Brewer, D	Allotment Path Cutting £40; Bus Shelter Cleaning £45, grasscutting £20, Litterpicking £120	225.00	0.00	225.00	Small Holdings & Allotments Act 1908, s26. LG(MP)A 1953, S.4 Public Health Act 1875 s. 164 LGA 1972 s.111
BACS 2022-86	Brewer, D	Pavilion Management	190.00	0.00	190.00	LGA 1972 s.133
BACS 2022-87	Highline Electrical Ltd	Pavilion Maintenance – PAT Testing, EICR, Smoke Alarm testing	160.00	32.00	192.00	LGA 1972 s.133
BACS 2022-88	Highline Electrical Ltd	Pavilion Maintenance – Electrical repairs following EICR testing	35.00	7.00	42.00	LGA 1972 s.133
BACS 2022-89	Derwen College	Planters project	139.16	27.83	166.99	LGA 1972 S.137
BACS 2022-90	Derwen College	Planters project	49.17	9.83	59.00	LGA 1972 S.137
BACS 2022-91	Shropshire Council (Joint Energy)	Streetlighting power	442.60	88.52	531.12	Parish Councils Act 1957 s.3
BACS 2022-92	A G Royce Garden and Property Maintenance	New Garden of Remembrance	3,895.00	0.00	3,895.00	LGA 1972 s214(2)
BACS 2022-93	A G Royce Garden and Property Maintenance	Cemetery maintenance	120.00	0.00	120.00	LGA 1972 s214(2)

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<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
BACS 2022-94	Shropshire Union Canal Society	Shropshire Union Canal Society Membership	30.00	0.00	30.00	LGA 1972 s.137
DD 2022-95	SSE	Pavilion Gas	15.02	0.75	15.77	LGA 1972 s.133
DD 2022-96	Water Plus	Pavilion Water	22.10	0.00	22.10	LGA 1972 s.133
BACS 2022-97	Morgans of Oswestry	bench paint	48.81	9.76	58.57	Parish Councils Act 1957 s.1
BACS 2022-98 & 99	Parish Clerk	Staff travel expenses	53.55	0.00	53.55	LGA 1972 s.111
BACS 2022-100	Parish Clerk	Stationery and Stamps / postage	64.48	0.00	64.48	LGA 1972 s.111
CASH 2022-101	Post Office Ltd	Stamps / postage	22.50	0.00	22.50	LGA 1972 s.111
<b>TOTAL</b>	n/a	n/a	<b>5781.36</b>	<b>211.49</b>	<b>5992.85</b>	n/a

## Income received in June 2022

<u>Payment Type</u>	<u>Received from</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>
BACS	Children's Funeral Fund	Interment charges	142.50	0.00	142.50
Cheque	Jones and Hughes Ltd	Memorial fee	140.00	0.00	140.00
BACS	Oswestry Community Action	Defibrillator Grant	500.00	0.00	500.00
BACS	HSBC	bank interest	3.50	0.00	3.50
BACS	Unity trust	bank interest	55.70	0.00	55.70
<b>TOTALS</b>	n/a	n/a	<b>841.70</b>	<b>0.00</b>	<b>841.70</b>

# Selattyn and Gobowen Parish Council

## 1<sup>st</sup> Quarter Budget report

INCOME	2021/22 actual (last year)	2022/23 budget	1st Qtr 2022/23 actual	%	Notes
<b>PRECEPT</b>	<b>84781.00</b>	<b>84564.00</b>	84564.00	100%	
<b>NEIGHBOURHOOD FUND</b>	<b>23290.78</b>	<b>0.00</b>	38237.83	n/a	
Bank Interest	274.68	<b>1000.00</b>	66.31	7%	
Allotment tenancy payments	793.75	<b>891.00</b>	140.00	16%	
Wayleave	13.09	<b>13.09</b>	0.00	0%	
Pavilion Lettings	1560.00	<b>1000.00</b>	100.00	10%	
Roundabout advertising and grants	912.50	<b>1500.00</b>	37.50	3%	
Grants	0.00	<b>0.00</b>	13115.00	n/a	
Sale of Plots	5530.00	<b>4155.00</b>	98.75	2%	
Interment Charges	4120.00	<b>2800.00</b>	43.75	2%	
Memorial Charges	2385.00	<b>1620.00</b>	220.00	14%	
<b><u>TOTAL INCOME</u></b>	<b><u>123660.80</u></b>	<b><u>97543.09</u></b>	<b><u>136623.14</u></b>	140%	

EXPENDITURE STAFF COSTS	2021/22 actual (last year)	2022/23 budget	Taken from Earmarked Reserves	1st Qtr 2022/23 actual	%	Notes
Parish Clerk & RFO Salary	22584.56	<b>23040.00</b>		5,879.16	26%	
PAYE & NI	8520.71	<b>9300.00</b>		2,442.93	26%	
Pensions	1605.46	<b>1800.00</b>		433.02	24%	
<b><u>STAFF COSTS TOTAL</u></b>	<b><u>32710.73</u></b>	<b><u>34140.00</u></b>		<b><u>8755.11</u></b>	26%	

EXPENDITURE ADMINISTRATION	2021/22 actual (last year)	2022/23 budget	Taken from Earmarked Reserves	1st Qtr 2022/23 actual	%	Notes
Peninsula - HR / H & S	2304.00	<b>2304.00</b>		0.00	0%	
Parish Council Insurance	2108.26	<b>3000.00</b>		0.00	0%	
Affiliation Fees (SALC)	1489.64	<b>1700.00</b>		1615.93	95%	

# Selattyn and Gobowen Parish Council

Software licences	432.04	<b>656.92</b>		112.80	17%	
Councillor Email addresses	538.20	<b>684.00</b>		756.00	111%	
Office expenses (general)	1570.44	<b>720.00</b>		401.33	56%	
Audit Fees	600.00	<b>880.00</b>		250.68	28%	
Payroll Services	325.00	<b>418.00</b>		85.00	20%	
Professional / membership fees	269.00	<b>300.00</b>		0.00	0%	
<b>Office Equipment</b>	<b>154.17</b>	<b>300.00</b>		<b>0.00</b>	<b>0%</b>	<b>Earmarked Reserves</b>
Staff telephone costs	192.00	<b>210.00</b>		48.00	23%	
Staff travel	95.40	<b>250.00</b>		35.10	14%	
Subscriptions	25.00	<b>25.00</b>		0.00	0%	
Parish Council website	1384.00	<b>399.00</b>		0.00	0%	
Room hire	250.00	<b>150.00</b>		10.00	7%	
Data Protection fee	35.00	<b>35.00</b>		0.00	0%	
<b>TOTAL ADMINISTRATION</b>	<b>11772.15</b>	<b>12031.92</b>		<b>3314.84</b>	<b>28%</b>	

<b>EXPENDITURE BANKING</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Bank Charges	152.10	<b>180.00</b>		<b>28.95</b>	16%	
<b>TOTAL BANKING</b>	<b>152.10</b>	<b>180.00</b>		<b>28.95</b>	16%	

<b>EXPENDITURE TRAINING</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Staff	238.09	<b>750.00</b>		0.00	0%	
Councillors	795.00	<b>1000.00</b>		60.00	6%	
<b>TOTAL TRAINING</b>	<b>1033.09</b>	<b>1750.00</b>		<b>60.00</b>	3%	

<b>EXPENDITURE ALLOTMENTS</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Allotment water	271.49	<b>275.00</b>		30.88	11%	

# Selattyn and Gobowen Parish Council

Allotment maintenance	536.76	<b>550.00</b>		236.79	43%	
<b>TOTAL ALLOTMENTS</b>	<b>808.25</b>	<b>825.00</b>		<b>267.67</b>	32%	

<b>EXPENDITURE PARISH AMENITIES</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
CCTV running costs	2965.00	<b>3000.00</b>		0.00	0%	
CCTV equipment	0.00	<b>300.00</b>		0.00	0%	Earmarked Reserves
Roundabout newsletter	1331.00	<b>2585.00</b>		868.00	34%	
Additional bins - purchase	0.00	<b>900.00</b>		300.00	33%	
War memorials / armistice	72.00	<b>150.00</b>		0.00	0%	
Platinum Jubilee	0.00	<b>2177.00</b>		585.79	27%	
2 Additional benches	0.00	<b>1400.00</b>		0.00	0%	
<b>Total</b>	<b>4368.00</b>	<b>10512.00</b>	<b>0.00</b>	<b>1753.79</b>	17%	

<b>EXPENDITURE GRANTS AND CIVIC EXPENSES</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Parish Grants	3654.00	<b>3500.00</b>		0.00	0%	
Roundabout Community Fund	2352.92	<b>0.00</b>		0.00	0%	
Churchyard maintenance donations	750.00	<b>800.00</b>		0.00	0%	
Members allowance / administration	0.00	<b>500.00</b>		0.00	0%	
Chairman's allowance	0.00	<b>360.00</b>		0.00	0%	
Councillors' expenses	76.09	<b>200.00</b>		0.00	0%	
Election Costs	0.00	<b>100.00</b>		0.00	0%	
<b>TOTAL CIVIC</b>	<b>6833.01</b>	<b>5460.00</b>	<b>0.00</b>	<b>0.00</b>	0%	

<b>EXPENDITURE PARISH MAINTENANCE</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Gobowen & Selattyn planters	865.04	<b>1000.00</b>		0.00	0%	
Bus Shelter maintenance	0.00	<b>500.00</b>		0.00	0%	

# Selattyn and Gobowen Parish Council

Bus Shelter cleaning	485.00	<b>540.00</b>		135.00	25%	
General maintenance	12.00	<b>250.00</b>		0.00	0%	
Additional bins - emptying	0.00	<b>500.00</b>		0.00	0%	
Defibrillator maintenance	85.85	<b>200.00</b>		0.00	0%	
<b>TOTAL PARISH MAINTENANCE</b>	<b>1447.89</b>	<b>2990.00</b>	<b>0.00</b>	<b>135.00</b>	5%	

<b>EXPENDITURE STREETLIGHTS</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Streetlight upgrade	1924.00	774.00		285.00	37%	
Streetlight maintenance	2235.00	2000.00		0.00	0%	
Streetlight electricity	3071.20	1850.00		0.00	0%	
<b>TOTAL STREETLIGHTS</b>	<b>7230.20</b>	<b>4624.00</b>	<b>0.00</b>	<b>285.00</b>	6%	

<b>EXPENDITURE HENGOED CEMETERY</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Grass cutting	2863.00	<b>3,700.00</b>		0.00	0%	
Cemetery Expansion	0.00	<b>2,000.00</b>		0.00	0%	Earmarked Reserves
Refuse emptying	563.25	<b>610.00</b>		136.68	22%	
Cemetery general maintenance	1311.66	<b>1,500.00</b>		0.00	0%	
Cemetery Management Software	1141.00	<b>468.00</b>		0.00	0%	
ICCM Membership	0.00	<b>95.00</b>		95.00	100%	
Hydreological Survey (if needed)		<b>1,000.00</b>	<b>1,000.00</b>	0.00	0%	
Environment Agency permit (if needed)		<b>800.00</b>	<b>800.00</b>	0.00	0%	
<b>TOTAL CEMETERY</b>	<b>5878.91</b>	<b>10173.00</b>	<b>1800.00</b>	<b>231.68</b>	2%	

<b>EXPENDITURE PAVILION</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Caretaking and cleaning	1958.82	<b>2820.00</b>		597.52	21%	



# Selattyn and Gobowen Parish Council

Pavilion Gas & Electricity	713.13	<b>900.00</b>		161.85	18%	
Pavilion broadband	396.00	<b>450.00</b>		100.35	22%	
Maintenance	2126.38	<b>1500.00</b>		0.00	0%	
Pavilion equipment	41.67	<b>250.00</b>		0.00	0%	Earmarked Reserves
Pavilion hire	81.66	<b>0.00</b>		0.00	0%	
Water	229.56	<b>247.50</b>		54.87	22%	
<b>TOTAL PAVILION</b>	<b>5547.22</b>	<b>6167.50</b>	<b>0.00</b>	<b>914.59</b>	15%	

<b>EXPENDITURE PLAYING FIELD</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
Grass cutting	4095.00	<b>4100.00</b>		0.00	0%	
Playing field general maintenance	1070.98	<b>2500.00</b>		70.00	3%	
River Perry Maintenance	0.00	<b>1000.00</b>		0.00	0%	Earmarked Reserves
Playing Field inspections	340.00	<b>450.00</b>		0.00	0%	
Equipment repairs	22.11	<b>1000.00</b>		0.00	0%	
Litter Picking	1100.00	<b>940.00</b>		260.00	28%	
Sports Court maintenance	0.00	<b>500.00</b>		0.00	0%	Earmarked Reserves
<b>TOTAL PLAYING FIELD</b>	<b>6628.09</b>	<b>10490.00</b>	<b>0.00</b>	<b>330.00</b>	3%	

<b>EXPENDITURE SUMMARY</b>	<b>2021/22 actual (last year)</b>	<b>2022/23 budget</b>	<b>Taken from Earmarked Reserves</b>	<b>1st Qtr 2022/23 actual</b>	<b>%</b>	<b>Notes</b>
<b>TOTALS</b>	<b>84409.64</b>	<b>99343.42</b>	<b>1800.00</b>	<b>16076.63</b>	16%	

# Selattyn and Gobowen Parish Council

Q1 payments over £100

7 July 2022 (2022-2023)

## Selattyn and Gobowen Parish Council Q1 PAYMENTS OVER £100 2022/23

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
5	Pavilion Door	08/04/2022	1518a / 1570	Unity Trust Current	BACS 2022-5	Pavilion Maintenance	Smout's Windows	S	1,032.97	206.59	1,239.56
14	Caretaking and clean	15/04/2022	1507b	Unity Trust Current	BACS 2022-14	Pavilion Management	Brewer, D	X	230.00		230.00
26	PAYE & NI	29/04/2022	1606b	Unity Trust Current	BACS 2022-26	HMRC Tax and NI	HMRC	X	778.41		778.41
32	Platinum Jubilee fund	11/05/2022	1606b	Unity Trust Current	300961	Platinum Jubilee	Meadowbrook Court Re	X	250.00		250.00
33	Councillor email addre	13/05/2022	1606h	Unity Trust Current	BACS 2022-33	Councillor Email licences	Edge IT Systems Ltd	S	756.00	151.20	907.20
34	Affiliation Fees (SALC	13/05/2022	1606h	Unity Trust Current	BACS 2022-34	Affiliation Fees	SaLC	X	1,615.93		1,615.93
35	Software licences	13/05/2022	1606h	Unity Trust Current	BACS 2022-33	Office 365	Edge IT Systems Ltd	S	112.80	22.56	135.36
36	Streetlight LED conve	13/05/2022	1606b	Unity Trust Current	BACS 2022-36	Upgrade to LED	Highline Electrical Ltd	S	285.00	57.00	342.00
37	Office expenses (ger	13/05/2022	1606b	Unity Trust Current	BACS 2022-37	Stationery	Lyreco UK Ltd	S	192.01	38.40	230.41
38	Additional bins - purc	13/05/2022	1606b / 1271	Unity Trust Current	BACS 2022-38	Litter Bin - Rhewl Lane	Shropshire Council	S	300.00	60.00	360.00
43	Caretaking and clean	13/05/2022	1606b	Unity Trust Current	BACS 2022-43	Pavilion Management	Brewer, D	X	172.52		172.52
46	Pavilion Gas & Electri	22/05/2022	1629b	Unity Trust Current	DD 2022-46	Pavilion electricity	SSE	L	116.15	5.80	121.95
49	Roundabout newslet	31/05/2022	1629b / 1629	Unity Trust Current	BACS 2022-49	Printing	Imprint Design & Print	Z	868.00		868.00
50	Platinum Jubilee fund	31/05/2022	1629b	Unity Trust Current	BACS 2022-50	Platinum Jubilee	Rebecca Ford	X	335.79		335.79
54	PAYE & NI	31/05/2022	1629b	Unity Trust Current	BACS 2022-54	HMRC Tax and NI	HMRC	X	850.14		850.14
59	Audit Fees	10/06/2022	1629b	Unity Trust Current	BACS 2022-59	Internal Audit	SDH Accounting	X	250.68		250.68
60	Allotment maintenanc	10/06/2022	1629b	Unity Trust Current	BACS 2022-60	Allotment maintenance	Gobowen Allotment So	S	126.79	25.36	152.15
65	Caretaking and clean	10/06/2022	1629b	Unity Trust Current	BACS 2022-65	Pavilion Management	Brewer, D	X	195.00		195.00
66	Maintenance	01/06/2022	1518a	Unity Trust Current	BACS 2022-66	Pavilion Maintenance	Smout's Windows	S	300.00	60.00	360.00
72	PAYE & NI	30/06/2022		Unity Trust Current	BACS 2022-72	HMRC Tax and NI	HMRC	X	814.38		814.38
<b>Total</b>									<b>9,582.57</b>	<b>626.91</b>	<b>10,209.48</b>

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# Selattyn and Gobowen Parish Council

## General and Earmarked Reserves

### Selattyn and Gobowen Parish Council Reserves Balance 2022-23

<u>Reserve</u>	<u>OpeningBalanc</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalanc</u>
<b>Capital</b>					
Neighbourhood fund 2021/22	23,290.78				23,290.78
Solar farm grant	19,957.98				19,957.98
Pavilion Covid 19 grant	10,000.00				10,000.00
Neighbourhood Fund 2020/21	28,886.20				28,886.20
Neighbourhood Fund 2019/20	20,734.23				20,734.23
Neighbourhood Fund 2018/19	11,504.44				11,504.44
Neighbourhood Fund 2017/18	162.48				162.48
Neighbourhood Fund 2022/23		38,237.83			38,237.83
<b>Tot Capital</b>	<b>114,536.11</b>	<b>38,237.83</b>			<b>152,773.94</b>
<b>Earmarked</b>					
Streetlight LED conversion	38,076.00				38,076.00
Bin - Rhewl Lane / St Martin	425.00		300.00		125.00
Bus Shelter - St Martins Road	2,195.00				2,195.00
Election costs	4,500.00				4,500.00
Office Equipment	845.83	300.00			1,145.83
Locum staff costs	5,839.46				5,839.46
Allotment deposits	150.00	50.00			200.00
Playing field equipment - adult	10,000.00	13,115.00			23,115.00
Sports Court maintenance	3,500.00	500.00			4,000.00
Hengoed Cemetery maintenance	2,180.00				2,180.00
Cemetery Expansion	13,495.00	2,000.00			15,495.00
Pavilion equipment	708.33	250.00			958.33
Parish Event	307.02				307.02
Streetlight concrete column	20,000.00				20,000.00
New streetlight (Adj. All Saints)	2,278.00				2,278.00
Road safety measures	10,000.00				10,000.00
CCTV equipment	600.00	300.00			900.00
Consultation	4,000.00				4,000.00
Community Meals Surplus grant	5,942.97				5,942.97
Allotment expansion	3,000.00				3,000.00
Aerial Runway repairs	3,980.00				3,980.00
Cemetery (NEW Environment)	1,800.00				1,800.00
Streetlight maintenance	765.00				765.00
Noticeboards	400.00				400.00
Defibrillator (replacements with)	114.15				114.15
New Garden of Remembrance	3,895.00		3,895.00		
New steps embankment sliding	395.00				395.00
Pavilion replacement door	1,385.47		1,387.97		-2.50
River Perry	1,960.00	1,000.00			2,960.00
<b>Tot Earmarked</b>	<b>142,737.23</b>	<b>17,515.00</b>	<b>5,582.97</b>		<b>154,669.26</b>
<b>TOTAL RESERVE</b>	<b>257,273.34</b>	<b>55,752.83</b>	<b>5,582.97</b>		<b>307,443.20</b>
<b>GENERAL FUND</b>					134,130.16
<b>TOTAL FUNDS</b>					441,573.36