

Selattyn and Gobowen Parish Council

Minutes of the Amenities and Services Committee held on 29 June 2022 at Gobowen Pavilion, St Martins Road, Gobowen commencing at 7:30pm

In the Chair: Cllr Crow
Present: Cllr Dyke, Cllr Emery, Cllr Lloyd, Cllr McKenna, Cllr Westwood Bate
In attendance: Mrs B Laraway, Parish Clerk & RFO
3 members of the public
Apologies: Cllr Evans
Absent: Cllr Macey

AS / 412. To receive and approve apologies and reasons for absence

RESOLVED: Apologies and reasons for absence from Cllr Evans were received and approved.

AS / 413. Disclosable Pecuniary Interests

- a. No disclosable pecuniary interests were declared
- b. There were no applications for dispensation

AS / 414. Public Participation session

The members of the public present spoke on the following subjects:

- A request to display a poster in the noticeboard outside Gobowen Co-op
- Weeds growing along the bank of the River Perry
- Maintenance of Gobowen Roundabout
- Holes in the playing fields
- Access to the litter pickers that have been made available to the village from Three Parishes Big Local.
- Nitrous oxide canisters littered along the river bank. **Action: Parish Clerk to report to local police.**

AS / 415. To confirm the minutes of the meeting held on 27 April 2022

RESOLVED: The minutes of the meeting held on 27 April 2022 were confirmed as a true record of the meeting.

AS / 416. Reports – to consider

- a. Clerk's progress report

RESOLVED: Noted ([Appendix A](#))

- b. Defibrillator application update (Cllr Crow)

RESOLVED: To note the verbal report given by Cllr Crow - £500 funding has been received from Three Parishes Big Local towards the defibrillator funding. All other funding applications are outstanding.

AS / 417. Playing Fields

- a. Playground inspections 2022/23 –

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RESOLVED: Noted that the Clerk has used delegated powers to agree that playground inspections will continue to be carried out by Shropshire Council during 2022/23. **Total cost £392.**

b. To consider playground inspection reports and to **note** the remedial action underway.

RESOLVED: To note the playground inspection reports and that remedial action is in hand to repair the zip wire, replace the embankment slide steps, replace the cradle swing chains on one swing and to replace bushes and shackles for all swings.

c. To consider and agree play equipment items to be painted, resource and budget

RESOLVED: To obtain quotes for the following items of play equipment to be repainted with Hammerite paint: flat swing frame, cradle swing frame, car climbing frame, mini monkey bars, yellow climbing frame, rocket climbing frame.

RESOLVED: To agree a budget of up to £1000 for the work.

RESOLVED: To delegate the decision regarding acceptance of quotes to the Parish Clerk in consultation with any two members of the Amenities and Services committee.

AS / 418. Pavilion

a. To consider and agree the verbal quote received for repair to Pavilion windowsill **£60-£70**

RESOLVED: To agree the verbal quote

b. To consider and agree the purchase of replacement grab rails in the accessible WC – 1 x Drop down grab rail, 4 x grab rails, 2 hours installation. Total estimated cost **£149+VAT**

RESOLVED: To agree the purchase of replacement grab rails

c. To consider and agree arrangements for the annual cleaning of the window grilles on Pavilion windows – volunteers (at least two) or contractor quotes.

RESOLVED: To accept the offer of Cllr M McKenna and Mr P Crow to carry out this work on a voluntary basis. They were thanked for volunteering their time.

d. To consider the revised quote for litter picking and Pavilion Caretaking and Cleaning

RESOLVED: To agree an increase equivalent to 2021/22 Bank of England inflation rate and apply retrospectively from 1 April 2022. [Note: Clerk verified after the meeting that the Bank of England use CPI for inflation. April 2022 increase over previous 12 months published as 9% by the Office of National Statistics]

e. To consider correspondence received from Gobowen Community group – use of the Pavilion for meetings and bonfire / firework event on playing field.

RESOLVED: Parish Clerk to write to Gobowen Community Group requesting more details.

AS / 419. River Perry

a. To note correspondence and photographs received from a resident.

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RESOLVED: Noted

- b. **To consider** the quotes for monthly river clearance activity.

Cllr Mckenna advised that the Bryn Y Castell Coppice Conservation Group could carry out this monthly clearance work on a voluntary basis.

RESOLVED: To ask the Bryn Y Castell Coppice Conservation Group to carry out this work on a monthly basis.

AS / 420. Hengoed Cemetery

- a. DEFRA Consultation Environmental permits - **to note** letter received from Helen Morgan MP.

RESOLVED: To note

- b. Non-parishioner burials – **to consider** whether to continue to permit the sale of new plots for non-parishioner burials.

RESOLVED: to continue to permit the sale of new plots for non-parishioner burials. To be reviewed in 2027.

- c. New Garden of Remembrance – **to consider** the installation of signage or a noticeboard within the new Garden of remembrance area to display key cemetery rules.

RESOLVED: To agree in principle. Clerk to research signage options and costs for consideration at the next meeting.

- d. Quote for levelling and turfing 15 graves and other levelling & turfing work required to repair ground around hedgeline and Garden of Remembrance construction site **£485 - to consider**

RESOLVED: To approve the quote

AS / 421. Allotments

- a. Decorative border – **To consider** options for rectifying untidy decorative border
RESOLVED: To ask the allotment committee for their views.

- b. Bonfires – **to consider** the regulation regarding bonfires and the approach to enforcement.

RESOLVED: To propose that the allotment committee are asked to investigate any reports made to the Parish Clerk to determine if the regulation is being complied with.

- c. Residency requirement - **To re-consider** and agree residency requirements for Gobowen Allotments following receipt of an application from a Hengoed resident.

RESOLVED: To agree in principle that the residency qualification should be changed to include residents from across the Parish. To be discussed with the allotment committee and allotment management agreement to be changed if they agree.

- d. Annual meeting with allotment committee – **to agree** attendance and a proposed date.

Proposed date: Weds 7th September 2022. Parish Clerk to confirm with Cllr Morgan and Allotment committee.

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AS / 422. Parish Maintenance – Bench re-painting

- a. **To note** the update from the Parish Clerk

RESOLVED: To note

- b. **To consider** and agree next steps

RESOLVED: To accept the offer from Cllr Crow, Cllr McKenna and Mr Crow to paint the benches voluntarily. The committee thanked them for volunteering.

RESOLVED: To use dark green Hammerite paint.

AS / 423. Tree Safety Surveys

To consider quotes for tree safety surveys for Gobowen Playing fields and Hengoed Cemetery

RESOLVED: To accept Quote A **£630**

AS / 424. Shropshire Council Woodland Creation Funding Bid

To consider and agree response to Shropshire Council questions regarding tree planting.

RESOLVED: To respond to Shropshire Council with details of the tree planting planned by the Parish Council as follows:

- Specimen tree for Hengoed Cemetery to replace the mature cherry tree that was cut down in early 2022.
- 4 groups of 3-5 small trees / shrubs along the river bank to be planted when the reprofiling work is completed (12-24mths)
- Request for support of dedicated tree officer.

AS / 425. Five year plan

RESOLVED: To add Great British Spring Clean to the five year plan.

AS / 426. Additional bins – to consider proposal from Cllr Emery

RESOLVED: To reconsider at the next meeting.

AS / 427. Future Agenda Items

RESOLVED: Parish Clerk to ask Shropshire Wildlife Trust for more information about the services that they can offer with regards to supporting the development of the playing field and coppice for consideration at a future meeting.

AS / 428. Future meetings

RESOLVED: To note date of the next meeting: Wednesday 21 September 2022
7:30pm

Meeting closed 9:10pm

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Appendix A Clerk's report

1. Allotments

- a. There are 2 new tenants since 1 April 2022. There are 10 other people on the waiting list. One plot holder has given notice that they will be vacating their plot in the autumn.
- b. The decorative border at the car park end of the middle row of plots is overgrown and has not been tended for some months. It was suggested during the allotment inspection on 1 June 2022 that the border is halved and incorporated into the two half allotments at the end of the row. This is on the agenda for consideration at the meeting.

2. Hengoed Cemetery

- a. The construction of the new garden of remembrance area has now been completed.
- b. The rules and regulations document is under review to incorporate the changes needed for interments in the new garden of remembrance and minor re-wording. The draft document will be ready for review at the next Amenities and Services committee meeting.

3. River Perry bank design project

The Ordinary watercourse consent has been issued by Shropshire council with the following caveats:

- No works permitted between 1st October and 31st May inclusive
- The proposed shrub and tree planting should be composed of native species.

Shropshire Wildlife Trust are now obtaining a cost estimate for the engineering works and will provide this, along with their final report to the Parish Council for consideration at the meeting in July. This will complete the work that Shropshire Wildlife Trust were commissioned to deliver. With their report, they will submit a quote for project managing the next phase of the work, including managing the tender process for the engineering works.

4. Pavilion

- a. The new hire agreement is now in place and regular hirers (TNSFC Community Foundation & Gobowen Celtic FC) have been advised of the new rules relating to lost property and rubbish / recycling. The Pavilion Caretakers will advise the Clerk if there are any issues with the new rules.
- b. The Electrical Condition Inspection report, PAT testing and emergency lights testing took place on Thursday 23rd June. Three minor faults were identified through the condition report and the contractor has been asked to provide a quote for remedial works.
- c. The catch on the new door has developed a fault and is not shutting easily. This has been referred to the manufacturer's technical support team to visit and rectify.

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5. Playing Fields

- a. The installation of a gate in the breach in the hedge is on hold pending agreement on the river perry bank design project as this may affect the positioning of any gate.
- b. The zip wire repair is expected to take place before mid-July. The contractor has advised that the cradle swing seat and the bushes and shackles on all other swings will be repaired / replaced on the same visit.

6. Adult fitness equipment

The Clerk is in the process of obtaining 3 quotes in accordance with the Council's regulations and is working towards presenting these to Full Council in September.

7. St Martins Road Bus Shelter

Shropshire Council Highways have approved the proposed location of the bus shelter but have advised that their contractors (Kier) have no capacity to carry out the works. Shropshire Council Streetworks have advised that a Section 50 streetworks licence will be required. The next steps are to research and cost design options and obtain quotes for installation.

8. Streetlights

The Streetlight maintenance contractor has advised that the column and LED upgrades in Hammonds Place / West Place are due to commence in early July. The Clerk will post letters to the residents immediately affected (i.e. lights outside their property) on Monday 27th June and follow this up with general facebook messages / website updates.

The annual structural inspection of streetlights is expected to take place in the coming weeks.

There is no timescale available yet for the new light on Old Chirk Road.

9. Outstanding actions from previous meetings

- a. Dogs on playing field and enforcement - options
- b. Memorial Safety policy
- c. Quotes for fence repair at Hengoed Cemetery
- d. Hedge between car park and Fernhill Avenue