

Selattyn and Gobowen Parish Council

Minutes of the Parish Council meeting held on Wednesday 14 December 2022 at The Pavilion, Gobowen, commencing at 7pm.

- In the chair:** Cllr Emery
- Present:** Cllr Broom, Cllr Clare, Cllr Crow, Cllr Dyke, Cllr Evans, Cllr Lander, Cllr Macey, Cllr McKenna, Cllr Morgan.
- In attendance:** Mrs B Laraway (Parish Clerk & RFO)
3 members of the public
Shropshire Cllr Mark Jones
Jason O'Donaghue STAR Housing
Michaela Britner, STAR Housing
Kevin Davis, DJD Architects
- Apologies:** Cllr Ellis, Cllr Lloyd, Cllr Mellor, Cllr Westwood-Bate.

1743. To receive and approve apologies and reasons for absence

Apologies and reasons for absence were received from Cllr Ellis, Cllr Lloyd, Cllr Mellor and Cllr Westwood-Bate

1744. Disclosable Pecuniary Interests

- a. Cllr Emery & Cllr McKenna declared interests in Item 1748f and Item 1756.
- b. There were no applications for dispensation

1745. Public Participation session

3 members of the public spoken about the following topics:

- Gobowen Community Group held 2 free Christmas parties for local children on Sunday 11th December.
- A dead branch is hanging off a tree on the roundabout in the village on the A5. (Shropshire Cllr Mark Jones noted)
- Street signage for Almond Avenue and Trewern Avenue has not yet been repaired or replaced and the road names are not visible (Shropshire Cllr Mark Jones noted)
- Rubbish overflowing from the building site on the corner of St Martins Road and West Place.
- Bridleway caravan park and enforcement of planning condition requiring the site to be vacated for the month of February.

Cllr Macey entered the meeting.

Cllr Emery moved that Item 1749 Planning Applications be taken at this point in the meeting.

RESOLVED: *Items 1749a-g Planning Applications were taken at this point in the meeting.*

The minutes record the order of business in accordance with the published agenda.

Jason O'Donaghue, Michaela Britner and Kevin Davis left the meeting.

1746. Minutes

- a. The minutes of the Full Council meeting held on 9.11.22 were confirmed as a true record of the meeting and were duly signed by Cllr Emery.

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- b. The minutes of the Planning committee meeting held on 9.11.22 were confirmed as a true record of the meeting ([Appendix A](#))
- c. Draft minutes of the Finance & Executive committee held on 23.11.22 were noted (Appendix A)
- d. Draft minutes of the Amenities & Services committee held on 23.11.22 were noted (Appendix A)

1747. Reports - to consider

- a. Parish Clerk's progress report ([Appendix B](#))

RESOLVED: To note the Clerk's report

- b. Shropshire Council elected Councillors verbal report ([Appendix B](#))

Parish Councillors asked questions on the following subjects:

- Salt piles haven't been deposited in the rural lanes as they have been in previous years.
- Activity on the site opposite Henlle Golf Club that is different to the approved Planning Application.
- Distribution of Shropshire Council's Household Support fund.
- The construction cost of the parking spaces at a STAR housing property in Gobowen.
- Pre-application advice had been obtained for the Fairfield Close development but was not mentioned during the consultation.

- c. Police Report ([Appendix B](#))

- d. Other reports

Cllr Dyke gave a verbal report from the SALC AGM. The Chief Constable of West Mercia Police, Pippa Mills, had been the guest speaker and had advised that it was now policy for the police to attend every 3rd Parish Council meeting.

Shropshire Cllr Mark Jones left the meeting.

1748. Financial matters

- a. Monthly statement - **to note** bank reconciliation (Appendix C)

RESOLVED: Noted

- b. Payments - **to approve** payments (Appendix C)

RESOLVED: Approved

- c. Income - **to note** income received in November (Appendix C)

RESOLVED: Approved

- d. Grants – **to note** that £15,000 grant has been received from Three Parishes Big Local and added to earmarked reserves.

RESOLVED: Noted

- e. Expenditure - **to approve:**

- i. Cllr Dyke – Local Council and Community Engagement (NALC training course 25 January 2023) **£43.09 + vat**
- ii. Imprint - Parish Roundabout November edition **£848.00**
- iii. A G Royce – Cemetery Grounds Maintenance 2022/23 **£2913**

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iv. A G Royce – Playing Fields Maintenance 2022/23 **£3970**

Items 1748e (i) – (iv) were considered en bloc

RESOLVED: Approved

Cllr Morgan Chaired the meeting for the next item.

f. To consider and agree value of security deposit to be refunded to Gobowen Community Group for the hire of the Pavilion on 6th November. Value of security deposit paid was £75.

RESOLVED: To refund £75

Cllr Emery resumed the Chair.

g. Appointment by Smaller Audit Authorities Appointments (SAAA) of PKF Littlejohn LLP as the external auditor for Selattyn and Gobowen Parish Council for a 5 year term from 2022/23 **to note.**

RESOLVED: Noted

1749. Planning applications for consideration

a. **Reference:** 22/05074/FUL (validated 9.11.22)

Address: Fairfield Close, Gobowen, Shropshire.

Proposal: Erection of 20No. dwellings and 12No. apartments and associated access, parking and amenity spaces following demolition of existing bungalows, common room, flat and garages.

View online: [Fairfield Close Planning application](#)

Kevin Davis gave a verbal response to the query about parking that had been submitted to Shropshire Council's planning department following the planning committee meeting on 23.11.22.

A question and answer session took place covering the following:

- Ratio of parking spaces to no. of dwellings, particularly in relation to the 1 bedroom flats.
- The sizes of the dwellings and the density of the site meet the national space standards.
- Ground floor flats have some minor adaptations for improved accessibility.
- Additional energy efficiency or green energy measures will be incorporated into the structures if the budget permits when the construction contract is awarded.
- Local lettings policy.
- Demand for affordable housing in Gobowen.
- Tenancy references and policies for anti-social behaviour.

RESOLVED: To **support** the planning application and to include a request for a local lettings policy in the comments submitted on the planning application.

b. **Reference:** 22/04661/FUL (validated 14.11.22)

Address: Holly Cottage, Old Chirk Road, Gobowen, SY11 3LW.

Proposal: Erection of two storey and single storey rear extensions with porch to front.

View online: [Holly Cottage planning application](#)

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RESOLVED: To make **NO COMMENT**.

c. Reference: 22/04664/FUL

Address: Holly Cottage, Old Chirk Road, Gobowen, SY11 3LW

Proposal: Erection of 1no. dwelling

View online: [Holly Cottage new dwelling planning application](#)

RESOLVED: To **OBJECT** to the planning application with the following comments:

- The location and block plan drawing provides no information about the location of the proposed dwelling within the perimeter of the plot or its proximity to the existing dwelling on the site. This lack of information has prevented the Parish Council from being able to properly assess the application.
- As referenced in the comments by SC Highways dated 30 November 2022, there is no information provided about access and parking layout. This lack of information has prevented the Parish Council from being able to properly assess the application.

d. Reference: 22/05128/VAR

Address: Proposed residential development land off Southlands Avenue, Gobowen

Proposal: Variation of condition no.15 (soft landscaping) attached to planning permission ref 22/002021/FUL

View online: [Land off Southlands Avenue planning application](#)

RESOLVED: To make **NO COMMENT**.

e. Reference: 22/05129/FUL

Address: Holiday Chalets, Henlle Hall, Henlle, Gobowen, SY10 7AX

Proposal: Application under [Section 73A of the Town and Country Planning Act 1990](#) for the erection of two storey extension of chalet under permission 18/03018/FUL

View online: [Henlle Hall Planning application.](#)

RESOLVED: To **OBJECT** to the planning application with the following comments:

- Detrimental impact on historical assets: The proximity of this development to Grade II listed Henlle Hall will have a detrimental effect on this historical asset.
- Previous planning decisions: Planning reference 21/02981/EIA was refused by Shropshire Council earlier this year, citing the detrimental impact of the development on Grade II listed Henlle Hall as one of the reasons for refusal. This application (22/05129/FUL) concerns a property that is located nearer to Henlle Hall and the same principle should be applied to this application.
- Overdevelopment of the site: The current development far exceeds the number and style of chalet originally proposed for the site.
- The Parish Council is also concerned that the existing foul sewage treatment facilities are inadequate for the site and do not meet the standards required. Complaints are often received about overflow running along the lane from the development to the Canal, and about stench.

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f. **Reference:** 22/05054/FUL

Address: Proposed Residential Conversion of Stables, Rhosygadfa, Gobowen

Proposal: Conversion of stable building to 1No dwelling, installation of package treatment plant and associated works.

View online: [Conversion of stables planning application](#)

RESOLVED: To make **NO COMMENT**.

g. **Reference:** 22/05400/FUL

Address: 5 Fernhill Avenue, Gobowen, SY11 3PN

Proposal: Erection of side extension with front porch.

View online: [5 Fernhill Avenue planning application](#)

RESOLVED: To make **NO COMMENT**.

1750. *Planning decision - to note*

a. **Reference:** [22/04434/FUL](#)

Address: Holly Cottage, Racecourse Road, Oswestry, SY10 7PQ

Proposal: Erection of a single storey garden room extension to replace existing conservatory and closed porch to replace existing open porch.

Decision: Grant Permission.

b. **Reference:** [22/04491/PMBPA](#)

Address: Proposed Conversion Of Agricultural Building North Of Tyr-Onen, Hengoed, Shropshire

Proposal: Change of use of an agricultural building to a residential dwelling under class Q, part 3 of schedule 2 of the Town and Country Planning (General Permitted Development Order 2015)

Decision: Refuse

Items 1750 a&b were considered en bloc

RESOLVED: Noted

1751. *Correspondence*

a. Items circulated by email **to note**

RESOLVED: Noted

b. Resident email – Hengoed lane names on Google maps **to note**

RESOLVED: Noted

c. Oswestry Station Buildings Trust – request for letter of support **to consider**

RESOLVED: To provide letter of support.

RESOLVED: To invite OSBT to come and give an update at a future parish council meeting.

d. Request to display NHS poster on noticeboards **to consider**

RESOLVED: To refuse the request to display the poster on Parish Council noticeboards.

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- e. Highline Electrical Ltd – request for testimonial about streetlight upgrade programme (to be provided to other Councils when they ask for testimonials and added to Highline website) **to consider**

RESOLVED: To provide a testimonial about the Streetlight upgrade programme.

RESOLVED: Cllr Emery & Cllr Crow to provide feedback to the Clerk for inclusion in the testimonial.

- f. Thank you for £500 grant received from Gobowen Community Group **to note**
RESOLVED: Noted

1752. Recommendations from Finance & Executive committee – to consider

- a. Banking – to close the HSBC Business Money Manager Account and open a [CCLA investment account](#).

RESOLVED: To agree to close the HSBC Account and open a CCLA investment account.

- b. Standing Orders Councillor training session (bespoke) – to consider quote **£200** and agree date.

RESOLVED: To agree the quote of £200. Training session to be held on Wednesday 25th January 7pm.

- c. Councillor Skills Audit – to undertake an audit using the template form proposed by the committee and to agree deadline for Councillors to return their completed form.

RESOLVED: To agree to undertake an audit. Clerk to circulate an editable version of the template to be returned by 28th February 2023.

- d. To add the following principles to the Training policy:

- i. New Councillors to undertake ‘Code of Conduct’ and ‘Fundamentals for Councillors’ training as soon as possible after election

RESOLVED: Approved

- ii. A recommendation that new Councillors wait until 6 months after their election before attending any other training courses.

RESOLVED: Approved with a slight change to the wording to take previous or relevant experience into account.

1753. Draft Budget 2023/24 – to consider

- a. **Recommendations from committees on changes to earmarked reserves.**

RESOLVED: To approve the committees’ recommendations.

- b. **Fees and charges for 2023/24**

RESOLVED: To delegate the review of allotment fees for future years to the Amenities and Services committee.

RESOLVED: To agree a definition for the word ‘Community’ used in the charges scheme (delegated to Amenities and Services committee)

RESOLVED: To agree the following changes to Fees and Charges for 2023/24

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Hengoed Cemetery

| Parishioner Fees | 2022/23 | 2023/24 |
|--|---|---|
| Administration Fee Fixed fee | £175 | £195 |
| Purchase of Lawn Grave plot at the time of burial Parishioner | £395 | £415 |
| Purchase of Ashes plot in Garden of Remembrance or Elizabeth Garden Parishioner | £225 | £235 |
| Introduction of Headstones Cemetery | £140 | £145 |
| Garden of Remembrance | £130 | £145 |
| Inscription to Headstones or Tablets Additional wording (complete) | £80 | £85 |
| Reduction for Children (at the time of burial) – only applicable to single depth plots Under 18 years Under 5 years Under 12 months provided interment is in a baby grave (if a baby grave is available) | 50% 75% Free | No reduction – Children's Funeral Fund now covers costs. Standard charges to apply. |

| Non-Parishioner Fees | 2022/23 | 2023/24 |
|---|----------------|----------------|
| Administration Fee Fixed fee | £350 | £380 |
| Purchase of Plot at the time of burial Non-Parishioner | £2295 | £2345 |
| Interment of Ashes in Garden of Remembrance Non-Parishioner | £935 | £985 |
| Introduction of Headstones Cemetery | £140 | £145 |
| Garden of Remembrance | £130 | £145 |
| Inscription to Headstones Additional wording (complete) | £80 | £85 |

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Pavilion and Playing Field Hire

| Pavilion | 2022/23 | 2023/24 |
|--|--------------------|--------------------|
| Room Hire – General Use Use of all rooms and toilets – without shower facilities | £15 / hour | £15/hour |
| Use of all rooms, toilets and showers (Parish organisations/clubs) Up to 2 hours in total 2hours to 4 hours in total 4 hours to 6 hours in total | £50 £65 £90 | £50 £65 £90 |
| Use of all rooms, toilets and showers (Non-Parish organisations/clubs) Up to 2 hours in total 2hours to 4 hours in total 4 hours to 6 hours in total | £65 £85 £100 | £65 £85 £100 |
| Changing Room Hire – Football Teams for duration of game period Including use of showers and toilets. Parish Teams Other Teams | £50 £65 | £55 £100 |

| Playing Field | 2022/23 | 2023/24 |
|---|--------------------------------------|--------------------------------------|
| Misc Community fundraising events (non-profit making) using whole playing field | £50 | £50 |
| Misc Community events using whole playing field – no fundraising and not for profit | £0 | £0 |
| Commercial events using an area smaller than half the playing field | £100 | £100 |
| Commercial events using an area greater than half the playing field | £200 | £200 |
| ‘Bootcamp’ type activities where the majority of participants are residents. | £1 per head per hour or part hour | £1 per head per hour or part hour |
| ‘Bootcamp’ type activities where the majority of participants are non-residents. | £1.50 per head per hour or part hour | £1.50 per head per hour or part hour |

Gobowen Allotments

| Allotment rental | 2022/23 | 2023/24 |
|-------------------------|----------------|----------------|
| Full Plot annual rent | £33 | £33 |
| Half Plot annual rent | £16.50 | £16.50 |
| Deposit for new tenants | £25 | £25 |

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Roundabout Adverts (vatable)

Fees quoted below are the price for 4 editions and are ex-vat

| Advert size | 2022/23 | 2023/24 |
|---|----------------|----------------|
| 1/8 page | £50.00 | £55.00 |
| ¼ page | £75.00 | £82.50 |
| ½ page | 100.00 | £120.00 |
| Full page | 200.00 | £240.00 |
| Back page (colour) when available – surcharge per edition | n/a | £25 |

Cllr Morgan moved that Standing Order 3x be suspended for 15 minutes to allow the business of the meeting to be completed.

RESOLVED: *To suspend Standing Order 3x.*

- c. Draft budget recommendations from committees and any changes or additional projects and costs.**

RESOLVED: To add £299 Cyber Insurance costs to the draft budget

RESOLVED: To make the changes suggested by the Clerk and review at January meeting for final approval.

1754. Removal of silent soldier – to consider

(See agenda item 1733 from November meeting – it was agreed not to repair or replace the damaged silent soldier)

RESOLVED: To remove and attempt repair by volunteer.

1755. Shropshire Electoral Review

To consider and agree any response from the Parish Council to the Local Government Boundary Commission's consultation.

RESOLVED: Councillors to submit individual comments

Cllr Morgan Chaired the meeting for the next item.

1756. Gobowen Community Group events 2023 & 2024

To consider the request for permission to use the playing field and pavilion for the following events (*Deferred from 23.11.22 Amenities and Services Committee*):

- a. Community Funday - Saturday 1st July 2023
- b. Bonfire and Fireworks event – Sunday 29th October 2023
- c. Bonfire and Fireworks event – Sunday 3rd November 2024

Items 1750 a&b were considered en bloc

RESOLVED: Permission was granted for use of the Pavilion and playing field for the three events.

2 members of the public left the meeting.

Cllr Emery resumed the Chair

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1757. Defibrillator signage

To consider installing temporary or permanent signage at the old location of the Gobowen defibrillator.

The Clerk provided a verbal update on advice received from the British Heart Foundation.

RESOLVED: To contact the building owner to discuss displaying a temporary notice at the previous site of the defibrillator.

RESOLVED: To place permanent signage on the Parish Notice boards advising of the locations of the defibrillators, including their what3words address.

1758. Chirk Road VAS

a. To receive verbal update from the Parish Clerk and **to consider** any further action.

RESOLVED: To note the Parish Clerk's verbal update

RESOLVED: To write to Shropshire Council's Executive Director for Place, copying in the Leader of the Council.

b. To consider writing to West Mercia PCC to inform of the delay in spending the grant.

RESOLVED: To write to the West Mercia PCC to inform of the delay.

1759. Parish Council data and email security

To consider the recommendation from Edge IT Systems that the Microsoft Authenticator (2-step verification) rollout is applied to all Parish Councillor and Staff email accounts.

RESOLVED: To defer to the February Full Council meeting.

1760. Street naming – development off Southlands Avenue.

RESOLVED: To propose an alternative name of Clarke (Turner had been put forward for developments in Selattyn).

1761. Future agenda items

There were no future agenda items proposed.

1762. Future meetings - to note the date of the next meeting: 11th January 2023

RESOLVED: Noted

1763. Closed Session

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 involves the likely disclosure of confidential information.

1764. Planning enforcement cases – to note

RESOLVED: Noted

1765. Staff pay scale – to consider recommendation from the Finance & Executive committee.

RESOLVED: To approve the recommendation.

Meeting closed 9:12pm

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Appendix A – Committee Minutes

Minutes of the Extraordinary meeting of the Planning Committee held on 23 November 2022 at Gobowen Pavilion

In the Chair: Cllr Ellis
Present: Cllr Broom, Cllr Emery, Cllr Lander, Cllr Lloyd, Cllr Morgan
In attendance: Mrs B Laraway, Parish Clerk & RFO
3 members of the public
Apologies: Cllr Dyke, Cllr Evans

P/18 To receive and approve apologies and reasons for absence

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

P/19 Disclosable Pecuniary Interests

- c. No disclosable pecuniary interests were declared
- d. There were no applications for dispensation

P/20 Public Participation session

None of the members of the public present wished to speak.

P/21 Planning Appeal for consideration

Application Reference: 21/05972/FUL

Appeal Reference: 22/03079/REF

Address: Old Port Cottage, Llwyn Road, Oswestry, SY10 7AA

Proposal: Construction of equestrian manege to include change of use of land, installation of post and rail fencing and all associated works (re-submission)

View appeal online: [Old Port Cottage planning appeal](#)

RESOLVED: to make **NO COMMENT** on the appeal.

P/22 Planning Application – to consider any clarification questions or additional information needed

The Council's response to the Planning application will be considered and agreed at the Full Council meeting on 14th December 2022.

Reference: 22/05074/FUL (validated 9.11.22)

Address: Fairfield Close, Gobowen, Shropshire.

Proposal: Erection of 20No. dwellings and 12No. apartments and associated access, parking and amenity spaces following demolition of existing bungalows, common room, flat and garages.

View online: [Fairfield Close Planning application](#)

RESOLVED: To forward the following clarification question to Shropshire Council Planning:

- Concern over provision of adequate parking spaces - What plans will be put in place to prevent residents of the new development parking in the nearby Library

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and Community Hub parking spaces and the turning areas on the new development?

RESOLVED: To ask STAR housing to clarify what will happen to the defibrillator presently installed on the exterior wall of the community room at Fairfield Close.

Meeting closed 7:43pm

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Draft Minutes of the Finance and Executive Committee meeting held on 23.11.22 at The Pavilion, Gobowen commencing at 18:00

In the Chair: Cllr Morgan
Present: Cllr Broom, Cllr Crow, Cllr Emery
In attendance: Mrs B Laraway - Parish Clerk and RFO
5 members of the public
Apologies: Cllr Dyke, Cllr Macey
Absent: Cllr Ellis, Cllr Westwood-Bate

FE / 336 To receive and approve apologies and reasons for absence

RESOLVED: Apologies and reasons for absence were received from Cllr Dyke and Cllr Macey.

FE / 337 Disclosable Pecuniary Interests

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

FE / 338 Public Participation session

The member of the public spoke about future funding for Selattyn Burial Ground.

The member of the public left the meeting.

FE / 339 To confirm the minutes of the 5 October 2022 meeting

RESOLVED: The minutes of the meeting held on 5 October 2022 were confirmed as a true record of the meeting.

FE / 340 To consider the Clerk's progress report

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

FE / 341 Staff Management sub-committee

- a. To note that the Parish Clerk's annual appraisal took place on 7th November 2022.

RESOLVED: Noted

- b. To consider recommendations from the sub-committee in the following areas:

- i. Volunteer involvement in formatting / typing the quarterly Parish Roundabout newsletter.

RESOLVED: To advertise for a volunteer opportunity through Facebook / volunteer centre.

- ii. Workload management and scheduling of projects

RESOLVED: The proposed schedule for non-routine work was approved. The Clerk was asked to include an update in their monthly progress report to Full Council.

- iii. Standing orders and Financial Regulations training / familiarisation

RESOLVED: To hold a training session. The Clerk was asked to find a suitable trainer.

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- iv. New motion request process

RESOLVED: To introduce a motion request form for Councillors to complete and return to the Clerk for any items for future agendas. The form will align with Standing Orders.

- v. Staff training

RESOLVED: The Clerk plus one or two Councillors will attend memorial safety & inspection training.

FE / 342 ***Expenses policy (no changes proposed)***

To review policy and agree any changes

RESOLVED: To make the minor wording changes discussed and agreed at the meeting.

FE / 343 ***Banking***

To discuss the Council's banking arrangements and make a recommendation to Full Council following recent issues with one of the Council's banks.

RESOLVED: To consider requesting that the precept is paid in 2 instalments in 2023/24.

RESOLVED: To recommend to Full Council that the HSBC account is closed.

RESOLVED: To recommend to Full Council that a CCLA investment account is opened.

FE / 344 ***Councillor Skills audit***

To consider setting up a Councillor Skills Audit, review example templates and agree next steps.

RESOLVED: To recommend to Full Council that a Councillor Skills Audit is undertaken using the template form agreed at the meeting.

RESOLVED: To recommend that new Councillors undertake 'Fundamentals for Councillors' training and 'Code of Conduct' training within the first 6 months of co-option / election and postpone any other training until they have been in post for 6 months.

FE / 345 ***Staffing levels – Motion from Cllr Dyke***

NOTED: The recommendations from the Staff Management committee (FE/341), and the introduction of the Business Continuity Plan address some of the issues raised in the motion.

RESOLVED: To be monitored by Staff Management sub-committee and reported back to Finance & Executive committee.

FE / 346 ***Correspondence from Trustees of Selattyn Burial Ground – to consider***

The Clerk was asked to investigate options for providing financial support.

FE / 347 ***2023/24 Budget – for consideration and recommendation to Full Council.***

- a. Current earmarked reserves

RESOLVED: To remove Parish Event (£307.02) and Locum Staff Costs (£5839.46) from earmarked reserves.

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b. Draft budget (excluding Amenities and Services)

RESOLVED: To make the following changes to the draft budget

- Parish Grants to be increased by 10% to £3850
- Churchyard maintenance donations to be increased to £1000
- Members allowance / administration to be increased to £50 per Councillor
- Councillors expenses £200 to be removed.

4 members of the public entered the meeting

FE / 348 Document disposal - to agree the secure disposal of the following paper-only documents.

- a. Community Meals volunteer records
- b. 2013-14 Invoices
- c. 2009-10 Invoices and receipts

RESOLVED: To agree the secure disposal of the paper-only documents.

FE / 349 Future Agenda Items

Review of Financial Regulations

FE / 350 Future meetings

NOTED: The date of the next meeting: Wednesday 22nd March 2023 6pm.

FE / 351 Closed Session

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 involves the likely disclosure of confidential information.

FE / 352 Staff pay scale – to consider recommendation from Staff Management sub-committee.

RESOLVED: To agree the recommendation from the Staff Management sub-committee

Meeting closed: 19:22

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Appendix A – Clerk's progress report

1. Parish Council website

The progress towards launching the new Parish Council website has been delayed due to the Clerk's workload and other priorities.

2. Banking – update on actions agreed at October meeting

- Nationwide – 95 days' notice has been given to withdraw the balance in excess of £85,000 and the instruction has been acknowledged by Nationwide
- Redwood Bank – 95 days' notice has been given to withdraw the balance in excess of £85,000. No acknowledgement has been received.
- HSBC – the instruction to withdraw £45,000 from the deposit account has been issued and HSBC have confirmed receipt. The Clerk was advised that the instruction could not proceed as the account had been frozen due to inactivity and a safeguarding review is needed to 'unfreeze' the account. The Clerk was then advised that a safeguarding review cannot take place as there is a 'gone away' marker on the account. The Clerk was advised that the only way to resolve this is to go to a branch with identification, see a member of staff and then telephone the HSBC call centre from the branch in the presence of the member of staff. The Clerk was advised to allow up to two hours for this as the wait times for the Call centre can be long. The Clerk plans to do this before the end of the month.
- United Trust Bank – the re-investment in the high interest bond cannot go ahead until the funds are received from HSBC. It is likely that the time window for re-investing as an existing customer will have expired before the issue with HSBC is resolved and the Council will have to re-apply to United Trust Bank as a new customer.

3. Internal Control Checks

The 2nd quarter internal control checks have not yet taken place.

4. Business Continuity Plan

The Clerk has started to implement the plan and will confirm when all the arrangements are in place.

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DRAFT Minutes of the Amenities and Services Committee held on 23 November 2022 at Gobowen Pavilion commencing at 7:45pm

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

AS / 445. To receive and approve apologies and reasons for absence

RESOLVED: Apologies and reasons for absence from Cllr Dyke, Cllr Evans and Cllr Macey were received and approved

AS / 446. Disclosable Pecuniary Interests

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

AS / 447. Public Participation session

The member of the public present spoke about the hedge bordering the playing field car park.

The member of the public left the meeting.

AS / 448. To confirm the minutes of the meeting held on 5 October 2022

RESOLVED: The minutes of the meeting held on 5 October 2022 were confirmed as a true record of the meeting.

AS / 449. Reports

- a. Clerk's progress report

RESOLVED: The report was noted ([Appendix A](#))

- b. Report from Bryn Y Castell Coppice Conservation Group (BYCCCG) in response to recent correspondence and issues discussed at Council meetings.
 - i. BYCCCG will continue to monitor water levels and the impact on the dry ditch and report back to the Parish Council at a future date. (1665c 13 July 2022): **NOTED**
 - ii. BYCCCG have confirmed that they will carry out the periodic tree surveys recommended in the recent Tree safety inspection. (AS440 5 Oct 2022): **NOTED**
 - iii. BYCCCG have carried out the remedial work on the Oak trees recommended in the recent Tree safety inspection. (AS440 5 Oct 2022): **NOTED**
 - iv. **To consider** alternative arrangements for regular clearance of the River Perry (BYCCCG have advised that they are unable to undertake this work) (AS419b 29 June 2022)

RESOLVED: To ask the Playing Field Maintenance contractors for an updated quote for the river clearance work.

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AS / 450. Correspondence

- a. Invitation to attend Three Parishes Big Local end of project celebration
RESOLVED: Cllr Emery will attend on behalf of the Parish Council.
- b. Playing Field hedge (letter from resident)
RESOLVED: Noted

AS / 451. Playing Fields

Cllrs Emery and McKenna took no part in the discussion for agenda item AS451a.

- a. Gobowen Community Group events – **to consider** request for permission to use the playing field and pavilion for the following events:
 - i. Community Funday - Saturday 1st July 2023
 - ii. Bonfire and Fireworks event – Sunday 29th October 2023
 - iii. Bonfire and Fireworks event – Sunday 3rd November 2024

On the Clerk's advice, agenda Item AS451a was deferred to the Full Council meeting on 14th December.

Gobowen Community Group were congratulated on the 6th November 2022 bonfire and fireworks event.

- b. Fernhill Avenue hedge – **to consider** options to replace or re-instate boundary adjacent to new streetlight column.
RESOLVED: To remove the section of hedge between the gate and the existing metal fencing along the boundary between Fernhill Avenue and the playing field. The hedge will be replaced with metal fencing, matching the existing fencing. Parish Clerk to contact Shropshire Council regarding retaining wall.
- c. Playground inspection reports
RESOLVED: Noted
- d. Annual ROSPA inspection (14th September 2022)
 - i. **To note** the report from the inspection.
RESOLVED: Noted
 - ii. **To note** that the overall risk assessment is Low Risk, with all individual elements being assessed as either low risk or very low risk.
RESOLVED: Noted
 - iii. **To consider** carrying out remedial work on the surface issues identified in the report
RESOLVED: Not to carry out remedial work on the surface issues due to the low risk level in the ROSPA report. Councillors will make note of alternative surface options in other playgrounds. To be reconsidered at a future date.

AS / 452. Adult Exercise equipment project

RESOLVED: To respond to Three Parishes Big Local with the following information:

- Confirmation that the £13,115 grant funds are ringfenced for the Adult Exercise equipment.

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- Confirmation that an Invitation to Tender process, or 3 x quote process will be followed in accordance with the Council's adopted Financial Regulations.
- High level project plan culminating in proposed equipment installation date of Spring / Summer 2024.

AS / 453. Pavilion

- a. **To consider and agree** next steps to draft work specification for minor repairs and decoration (delegated from Full Council Item 1682)

RESOLVED: To accept the offer of help from a retired decorator to draft work specification. Cllr Crow volunteered to accompany them.

Cllrs Emery and McKenna took no part in the discussion for agenda item AS453b.

- b. **To consider and agree** value of any security deposit refund to Gobowen Community Group for the hire of the Pavilion on 6th November. Value of security deposit was £75.

On the Clerk's advice, agenda Item AS453b was deferred to the Full Council meeting on 14th December.

AS / 454. Hengoed Cemetery

- a. Request received for interment of ashes without Funeral Director in attendance **to consider**

RESOLVED: The request was not approved.

RESOLVED: To update the Cemetery Rules to specify that a Funeral Director must be in attendance at all interments at Hengoed Cemetery.

- b. Interment of ashes in Garden of Remembrance and Elizabeth Garden. **To consider and agree** approach to plot allocation and management.

RESOLVED: The remaining plots in the Garden of Remembrance will be utilised before any interments take place in the Elizabeth Garden.

AS / 455. Streetlights

- a. Concrete column upgrade next phase – **to consider** quote

RESOLVED: The quote was agreed and costs will be included in the 2023/4 budget.

- b. List of streetlights for removal

- i. **To consider** unit cost for removal and decide whether to proceed with removal of the lights when they next fail

RESOLVED: To note the unit cost of £958.10+vat for removing a concrete or steel column and associated Scottish Power service.

RESOLVED: To take the following metal streetlights off the list for removal:

- SG88 Old Whittington Road
- SG92 St David's Close
- SG93 St David's Close
- SG95 Brynafon Close
- SG96 Brynafon Close
- SG108 Perry Road
- SG115 Rhewl Lane

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- SG120 Penycae Avenue
- SG125 Southlands Avenue

RESOLVED: To consider whether to remove or replace the following concrete column streetlights when the lights next fail:

- SG30 Fernhill Lane
- SG35 Fernhill Avenue

- ii. SG92 (St David's Close) – **to agree** to repair or remove

RESOLVED: To repair streetlight SG92 on St David's Close

AS / 456. St Martins Road Bus Shelter

To consider quotes and designs for agreed specification and make a recommendation to Full Council.

RESOLVED: To obtain further quotes from two of the suppliers for a shelter with (a) aluminium panels in the bottom half and (b) an enclosed single entry.

AS / 457. Parish Roundabout newsletter – advertising

To consider and agree draft advertising policy (delegated from Full Council 28.9.22)

RESOLVED: The draft Parish Roundabout advertising policy was agreed.

AS / 458. 2023/24 Budget – for consideration and recommendation to Full Council.

- a. Current earmarked reserves for Amenities and Services

RESOLVED: To make the following changes to earmarked reserves:

- Remove completed projects from earmarked reserves and transfer balances to the general reserve: Aerial Runway repairs **£90**, Pavilion replacement door **-£2.50**, New Streetlight adj All Saints Church **£439.93**, Bin Rhewl Lane / St Martins Rd **£125**.
- Reduce the Streetlight LED conversion reserve to **£1,226**
- Increase the Bus Shelter reserve from £2195 to **£8000**
- Increase Defibrillator reserve to **£1000**

Cllr Crow moved that Standing Order 3x be suspended to allow the business of the meeting to be concluded.

RESOLVED: To suspend Standing Order 3x

- b. Draft budget for Amenities and Services

RESOLVED: To make the following changes to the draft budget:

- Increase Playing Field inspections by 9%
- Rename the new budget line 'coronation event' to 'civic and seasonal occasions'. Budget to include coronation event and any Christmas or other seasonal expenditure.
- Add new budget line for youth work development **£1000**

AS / 459. Future Agenda Items

- Pavilion equipment (non-Parish Council assets)

AS / 460. Future meetings

NOTED: Date of the next meeting: Wednesday 22nd March 2023 7:30pm

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AS / 461. Closed Session

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 involves the likely disclosure of confidential information.

AS / 462. Grave digging

To consider and agree any action in response to correspondence received.

RESOLVED: To reply to the correspondence as agreed at the meeting.

RESOLVED: To review the wording of the Cemetery Rules & Regulations document.

AS / 463. Pavilion key holder – to note temporary change

RESOLVED: The temporary change was noted

Meeting closed 21:55

Appendix A – Clerk's Report

1. Allotments

- a. Renewals have been received from 4 tenants. The deadline is 31st December 2022.
- b. Plot 13b (half plot) will be vacant from 1 January. The Clerk is contacting people on the waiting list in turn to fill the plot.

2. Hengoed Cemetery

- a. The small leaved lime tree has been ordered and will be delivered in the coming weeks. The tree is a 3m specimen and will be delivered directly to the cemetery entrance. The Clerk is working to arrange appropriate resource to receive, store and plant the tree.
- b. The updated cemetery rules and regulations are still in development, approximately 90% complete.

3. Pavilion

- a. The Intruder alarm was serviced on 4th November. No record could be found of the 'engineer' access code.
- b. The building Fire Risk Review was carried out on 7th November. The verbal report received on the day was that there were no issues; the written report is yet to be received. The reviewer noted that one of the foam fire extinguishers is borderline; this will continue to be checked in the monthly inspections carried out by the Parish Clerk.
- c. Damage to the changing room door. The football team involved have agreed the charges and confirmed that the invoice will be paid shortly. The police investigation is being handled by the SNT local to the football team – the Oswestry Rural North SNT are chasing them for a progress report.
- d. TNSFC Community Foundation have been invited to attend a review meeting as a regular hirer of the Pavilion building as agreed at 5th October meeting. No response has been received to date.
- e. Gobowen Celtic FC were invited to attend a review meeting. They have opted to provide feedback as a 'wish list' by email, as follows:

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- 2 larger changing rooms with 3 showers in each
- 1 small changing room for match officials (1 shower should suffice)
- A better boiler which keeps the showers hot if all are on
- Separate toilets (not in changing rooms)
- Store room for football nets, flags, line marker, balls etc etc
- Permanent fence / barrier around the pitch which also needs lengthening by approx 15 yards
- Improved drainage of the field.

4. Playing Fields

- a. The Parish Council's application to Shropshire Council's community tree scheme for 20 mixed hedgerow trees has been successful. The trees will be planted in the hedge along St Martins Road. Shropshire Council will notify the Parish Council of the date and time for collection from the nominated nursery.
- b. The Annual ROSPA inspection report highlighted that the embankment slide steps were worn. These have since been replaced.
- c. The Annual ROSPA inspection report highlighted that a number of items of play equipment needed repainting. The Council has previously agreed to progress this and there is an action outstanding with the Clerk to write a work specification and obtain quotes.

5. Streetlights

The streetlight on Fairfield Mews is out due to a power fault and has been reported to Scottish Power.

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Appendix B - Reports

Parish Clerk's Progress Report

Priority 1 – Active projects

| Project | Update since last meeting |
|---|--|
| New Parish Council website | 90% complete |
| St Martins Road Bus Shelter | Discussed at A & S 23.11.22. New quotes to be obtained from 2 suppliers for new specification. |
| Chirk Road VAS | No response from Shropshire Council. On agenda for discussion. |
| Cemetery records | Councillor training has commenced – Cllr Crow & Cllr Dyke. |
| Policies – defibrillator, health & safety, lone working | No further progress |
| Litter picker storage | New stock expected in the country in Feb 2023. |
| Cemetery tree | Tree planted 7.12.22. |
| Business continuity plan implementation | 50% complete |
| Strategic plan development | No further progress. |

Priority 2 - Forthcoming projects (timescale agreed)

| Project | Update since last meeting |
|---|--------------------------------------|
| River Perry engineering work (Invitation to tender process starts Feb 2023) | No progress expected until Feb 2023. |

Priority 3 - Projects agreed. Minimal activity to date

| Project | Update since last meeting |
|-----------------------------------|---------------------------|
| Garden of remembrance signage | None |
| Adult exercise equipment | None |
| Hengoed phone kiosk | None |
| Tree avenue Gobowen to St Martins | None |

Priority 4 - Projects agreed but not yet started

| Project | Update since last meeting |
|--|--|
| Repainting of play equipment | None |
| New Clerk laptop | None |
| Allotments – hedge cutting along main road | None |
| Allotments – new fence with field | None |
| Cyber insurance | Quote £299 included in 2023/24 draft budget documents. |

1. Defibrillator at Fairfield Close

STAR Housing advise that they are still making enquiries about the future siting of the defibrillator after the new development and that they will keep the Parish Council informed.

2. Gobowen Defibrillator

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The defibrillator has now been moved from the Post Office to the exterior wall of the Pavilion.

3. Damage to Pavilion by football player.

The club secretary reports that the invoice for the repair will be paid shortly.

4. Precept

The Finance & Executive Committee on 23 November 2022 recommended that the Council consider requesting that the Precept is paid in two halves in 2023 to reduce the risk of bank accounts being above the £85,000 protection limit. This will be considered at the January meeting when the Precept value is considered.

5. Community talk by Neighbourhood planning expert.

Potential speakers who are all advocates for Neighbourhood planning have been identified and approached to give a talk. The Clerk continues to look for someone who has been involved in developing a Neighbourhood plan.

Shropshire Council elected Councillors Report

Shropshire Councillor Robert Macey gave the following verbal report:

- Shropshire Council's cabinet considered the Library Strategy to 2027 on 14th December. The strategy sets out Shropshire Council's plan covering what libraries will deliver and how they can add value within the community. Cllr Macey will find out what the strategy means for Gobowen library and provide a further update.
- Chirk Road VAS. Cllr Macey has chased this and has been advised that a member of the traffic department is going to contact the Clerk.
- No further progress on the grit bin for Almond Avenue.
- WATs Meadow site – The registered part of the site has now been completed and adopted by Shropshire Council. The unregistered part of the site has not yet been adopted. Cllr Macey will provide a further update to clarify which areas of the site are covered by these two descriptions.
- The 30mph signs haven't yet been moved in Selattyn as the builder is still on site.
- The 'keep clear' markings near Selattyn School are still to be repainted.
- Cllr Macey has sent an email of support to Oswestry Station Building Trust Ltd for their bid for funding.
- Gobowen Primary School Headteacher is exploring options to have the hedges cut on the corner of School Lane and Chirk Road more often.
- The streetlights on ByPass Road were due to be replaced last week but the job was postponed. The reason for the delay is not known.
- Outcomes of planning enforcement cases. Cllr Macey is awaiting clarification on whether the outcomes can be shared with the Parish Council. The information is clearly marked as confidential on the system that Cllr Macey can access.

Shropshire Councillor Mark Jones gave the following verbal report:

- The 2023/24 budget and balancing the budget is currently a focus for Officers and Councillors.

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- The planning application for a solar panel development at Cefn Y Maes was approved. Shropshire Council is considering a policy to prevent large areas of good agricultural land being used for solar farms.
- Selattyn primary school are considering an away day or weekend for all pupils and may approach the Parish Council for funding.
- Three Parishes Big Local has finished and all the money has been spent on the community. Shropshire Cllrs Mark Jones, Robert Macey and Steve Davenport are exploring options for future working across the three Parishes, similar to the previous LJC set up.
- Cllr Mark Jones has now been appointed as the deputy portfolio holder for growth and regeneration.

Police Report

Oswestry Rural North SNT Police Report November 01-30

| | | |
|------------------------|---|--|
| Assault | 00126_I_17112022: Brookfileds, Weston Rhyn 00203_I_22112022 : Bower Farm Drive | Domestic related assault Domestic related assault |
| Theft | 00097_I_1011202: Aspen Grange, Weston Rhyn | Theft from building site |
| Burglary | 0084_I_24112022: Cambrian Avenue, Whittington 00339_I_24112022 Whittington Rd, Whittington | Theft from Shed – Burglary Residential Attempt theft from garage – Burglary Residential |
| ASB/Nuisance | No Reports | |
| DRUGS | No Reports | |
| Criminal Damage | 00521_I_09112022: Western Avenue, Whittington | Dog against dog resulting in injury |

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Appendix C – Financial Matters

Bank Reconciliation

Bank Reconciliation at 01.12.22

| | | | |
|----------------------------|---|---|---------------------|
| | Cash in hand 01.04.22 | | £ 327,497.35 |
| | ADD | | |
| | Receipts 01.04.22 - 01.12.22 | | £ 168,087.27 |
| | | | £ 495,584.62 |
| | SUBTRACT | | |
| | Payments 01.04.22 - 01.12.22 | | £ 106,235.25 |
| A | Cash in hand 01.12.22 (per cash book) | | £ 389,349.37 |
| | Cash in hand per Bank Statements | | |
| | Cash 31.10.22 | £ | 75.00 |
| | United Trust Bank 13.9.22 | £ | - |
| | Redwood Bank 95 day notice 28.7.22 | £ | 85,264.49 |
| | Nationwide 31.03.22 | £ | 85,885.43 |
| | HSBC Business Money Mgr 30.11.22 | £ | 85,235.09 |
| | Unity Trust Deposit 1.12.22 | £ | 69,926.40 |
| | Unity Trust Current 1.12.22 | £ | 62,946.46 |
| | | | £ 389,332.87 |
| | Less unrepresented payments | | £ 389,332.87 |
| | Plus unrepresented receipts | | £ 16.50 |
| B | Adjusted Bank Balance | | £ 389,349.37 |
| A = B Checks out OK | | | |

Unpresented receipts

£16.50 – Allotment rental payment awaiting cheque clearance at bank

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Payments made prior to meeting

| Ref | Supplier | Description | Net | Vat | Gross | Act |
|-------------------|----------------------------|---|----------------|----------------------------------|----------------|--|
| BACS 2022-237 | S Coady | Christmas Tree Grant | 160.00 | 0.00 | 160.00 | LGA 1972 s.137 |
| BACS 2022-238-241 | Parish Clerk / HMRC / NEST | Salary / PAYE / Pensions / NI / (Month 8) | 4394.51 | 0.00 | 4394.51 | LGA 1972 s.112(2) LGPSR SI 2007/1166, LGPS SI 2008/238&239 |
| BACS 2022-242 | Turtle Engineering Limited | Bleed Control Kit - Selattyn | 85.00 | 17.00 | 102.00 | Public Health Act 1936 s234 |
| DD 2022-243 | Vonage Limited | Staff telephone | 16.00 | 3.20 | 19.20 | LGA 1972 s.111 |
| DD 2022-244 | Vodafone Limited | Mobile phone | 15.00 | 3.00 | 18.00 | LGA 1972 s.111 |
| DD 2022-245 | SSE | Pavilion Gas | 12.82 | 0.64 | 13.46 | LGA 1972 s.133 |
| DD 2022-246 | Water Plus | Pavilion Water | 19.63 | 0.00 | 19.63 | LGA 1972 s.133 |
| BACS 2022-247 | Wel Medical Ltd | Defibrillator spares (credit note for return) | -170.00 | -34.00 | -204.00 | Public Health Act 1936 s234 |
| DD 2022-248 | British Telecom | Pavilion broadband | 33.45 | 6.69 | 40.14 | LGA 1972 s.133 |
| DD 2022-249 | Water Plus | Allotment water | 21.54 | 0.00 | 21.54 | LGA 1972 s.111 |
| DD 2022-270 | Vonage | Staff Telephone | 16.00 | 3.20 | 19.20 | LGA 1972 s.111 |
| Total | n/a | n/a | 4603.95 | <b style="color: red;">-0.27 | 4603.68 | n/a |

Forthcoming payments for approval

| Ref | Supplier | Description | Net | Vat | Gross | Act |
|---------------|---|----------------------------|------------|------------|--------------|------------------------------|
| BACS 2022-250 | Wel Medical Ltd | Defibrillator spares | 22.95 | 4.59 | 27.54 | Public Health Act 1936 s234 |
| BACS 2022-251 | Post Office Ltd | Stamps / postage | 25.82 | 0.00 | 25.82 | LGA 1972 s.111 |
| BACS 2022-252 | Mr Fire Safety Ltd | Fire Extinguisher check | 90.50 | 18.10 | 108.60 | LGA 1972 s.133 |
| BACS 2022-253 | Edge IT Systems Ltd | Anti Virus | 36.12 | 7.22 | 43.34 | LGA 1972 s.111 |
| BACS 2022-254 | DCK Payroll Solutions | Payroll Services | 30.00 | 6.00 | 36.00 | LGA 1972 s.111 |
| BACS 2022-255 | Highline Electrical Ltd | Re-siting of Defibrillator | 158.70 | 31.74 | 190.44 | Public Health Act 1936 s234 |
| BACS 2022-256 | SLCC | SLCC membership | 279.00 | 0.00 | 279.00 | LGA 1972 s.111 |
| BACS 2022-257 | Imprint Design & Print | Printing | 848.00 | 0.00 | 848.00 | LGA 1972.s142 |
| BACS 2022-258 | Brewer, D | bus shelter cleaning | 49.05 | 0.00 | 49.05 | LG(MP)A 1953, S.4 |
| BACS 2022-259 | Brewer, D | Litter picking | 87.20 | 0.00 | 87.20 | Public Health Act 1875 s.164 |
| BACS 2022-260 | Brewer, D | Pavilion Management | 223.45 | 0.00 | 223.45 | LGA 1972 s.133 |
| BACS 2022-261 | A G Royce Garden and Property Maintenance | Embankment Slide steps | 395.00 | 0.00 | 395.00 | LG(MP)A 1976 s.19 (1) |
| BACS 2022-262 | A G Royce Garden and | Cemetery grasscutting | 2,913.00 | 0.00 | 2,913.00 | Open Spaces Act 1906 s.10 |

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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> |
|---------------|---|-----------------------------------|----------------|---------------|----------------|------------------------------|
| | Property Maintenance | | | | | |
| BACS 2022-263 | A G Royce Garden and Property Maintenance | Playing Field grasscutting | 3,970.00 | 0.00 | 3,970.00 | Public Health Act 1875 s.164 |
| BACS 2022-264 | Derwen College | Planters project | 242.87 | 48.57 | 291.44 | LGA 1972 s.137 |
| DD 2022-265 | Veolia ES | Refuse emptying | 46.10 | 9.22 | 55.32 | LGA 1972 s.214(6) |
| BACS 2022-246 | Highline Electrical Ltd | Streetlight repair | 30.00 | 6.00 | 36.00 | Parish Councils Act 1957 s.3 |
| DD 2022-267 | Water Plus | Pavilion Water | 13.61 | 0.00 | 13.61 | LGA 1972 s.133 |
| DD 2022-268 | SSE | Pavilion Gas | 51.00 | 2.55 | 53.55 | LGA 1972 s.133 |
| BACS 2022-269 | Edge IT | SaaS Protection Licence for Clerk | 28.80 | 5.76 | 34.56 | LGA 1972 s.111 |
| TOTAL | n/a | n/a | 9541.17 | 139.75 | 9680.92 | n/a |

Income received in November 2022

| <u>Payment Type</u> | <u>Received from</u> | <u>Description</u> | <u>Net</u> | <u>Vat</u> | <u>Gross</u> |
|---------------------|--------------------------|--------------------|-----------------|-------------|-----------------|
| Cheque | Plots 3, 9a | Allotment rentals | 49.50 | 0.00 | 49.50 |
| BACS | Plots 10,18,20,24,26 | Allotment rentals | 190.00 | 0.00 | 190.00 |
| BACS | Gobowen Celtic | Pavilion Hire | 100.00 | 0.00 | 100.00 |
| BACS | Jones & Hughes Ltd | Memorial Fee | 80.00 | 0.00 | 80.00 |
| BACS | Three Parishes Big Local | Grant | 15000.00 | 0.00 | 15000.00 |
| Interest | HSBC | Interest | 38.51 | 0.00 | 38.51 |
| TOTALS | n/a | n/a | 15458.01 | 0.00 | 15458.01 |