

# Selattyn and Gobowen Parish Council

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## Minutes of the Amenities and Services Committee held on 22 November 2023 at Gobowen Pavilion commencing at 7:30pm

**In the Chair:** Cllr Crow  
**Present:** Cllr Dyke, Cllr Emery, Cllr McKenna.  
**In attendance:** Mrs B Laraway, Parish Clerk & RFO  
**Apologies:** Cllr Evans, Cllr Mellor  
**Absent:** Cllr Macey, Cllr Westwood-Bate

### ***AS / 520. To receive apologies and reasons for absence***

**RESOLVED:** Apologies were received from Cllr Evans and Cllr Mellor.

### ***AS / 521. Disclosable Pecuniary Interests***

- a. There were no declarations of disclosable pecuniary interests
- b. There were no applications for dispensation

### ***AS / 522. Public Participation session***

There were no members of the public present.

### ***AS / 523. To confirm the minutes of the meeting held on 27 September 2023***

**RESOLVED:** The minutes of the meeting held on 27 September 2023 were confirmed as a true record of the meeting.

### ***AS / 524. To consider the Clerk's progress report***

The Clerk's progress report was noted ([Appendix A](#))

**RESOLVED:** To write a second letter to GR contracting

### ***AS / 525. 2024/25 Budget – to consider and make recommendations to Full Council.***

#### **a. Earmarked reserves**

**RESOLVED:** To recommend the following changes to Earmarked Reserves

- **£3000** Allotment Expansion – to delete this reserve. There is no current plan to procure additional land for allotments.
- **£1800** Cemetery (Environmental Permitting Regulations) – to delete reserve as UK Government has confirmed the regulations won't apply to existing cemeteries.
- **£4930.25** River Perry project – to delete the reserve after the planting scheme has been completed.
- **£1226** Streetlight LED conversion – to delete reserve as all lights except one now converted to LEDs.
- To create a new Earmarked Reserve for a sport or activity infrastructure project, allocating **£20,000** as initial amount.

#### **b. Draft budget for Amenities and Services**

**RESOLVED:** To recommend budget figures for Allotments, Gobowen Playing Fields, Pavilion, Hengoed Cemetery, Streetlights, Parish Maintenance, Parish Amenities and Projects ([Appendix B](#)).

**RESOLVED:** To seek updated figures to refine costs for Playing Field Path resurfacing prior to the final budget and precept setting in January 2024.

### ***AS / 526. Future Agenda Items***

None.

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## **AS / 527. Future meetings**

The next meeting will be held on Wednesday 24<sup>th</sup> January 2024 at 8pm at Gobowen Pavilion

*Meeting closed 21:10*

## **Appendix A Clerk's Report**

### **1. 1. CCTV – Pavilion Car Park**

Images from one of the CCTV cameras covering the Pavilion car park is not being received. The contractor has been out a number of occasions to attempt to resolve the issue. The radio transmitter on the camera will be replaced in the coming days.

### **2. Playground Inspections**

The annual ROSPA inspection has been undertaken but the report has not yet been received.

### **3. Memorial Plaque**

A letter was sent to GR contracting on 13<sup>th</sup> October requesting return of the plaque within 4 weeks. It has not been received.

The Clerk will obtain quotes for a new plaque to be considered at the next A & S meeting.

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## Appendix B Budget Recommendations

### **Allotments**

		2024-25 Budget	
		Income	Payments
11	Tenancy Payments & deposits	972.00	
13	Allotment water	-	366.00
15	Allotment maintenance	-	660.00
17	Allotment expansion	-	-
	Hedge Maintenance (roadside)	-	0.00
<b><u>COST CENTRE TOTAL</u></b>		<b>972.00</b>	<b>1026.00</b>

### **Gobowen Playing Fields**

		2024-25 Budget	
		Income	Payments
31	Grass cutting	-	5160.00
33	Playing field general maintenance	-	2500.00
51	River Perry maintenance	-	1000.00
35	Playing Field inspections	-	490.50
37	Equipment repairs	-	1300.00
39	Litter Picking	-	1202.00
NEW	Playing Field Path Tarmac	-	50000.00
NEW	Playing Field Drainage investigations	-	5000.00
NEW	Replacement Fencing (Fernhill Avenue)	-	2500.00
45	Wayleave	13.09	-
<b><u>COST CENTRE TOTAL</u></b>		<b>13.09</b>	<b>69152.50</b>

### **Pavilion**

		2024-25 Budget	
		Income	Payments
61	Caretaking and cleaning	-	3381.00
63	Council tax	-	-
65	Pavilion Gas & Electricity	-	1000.00
67	Pavilion broadband	-	439.00
69	Maintenance	-	1500.00
71	Pavilion equipment	-	-
73	Pavilion hire	1100.00	-
75	Water	-	-
<b><u>COST CENTRE TOTAL</u></b>		<b>1100.00</b>	<b>6320.00</b>

### **Hengoed Cemetery**

		2024-25 Budget	
		Income	Payments
91	Grass cutting	-	4440.00
95	Refuse emptying	-	667.00
97	Cemetery general maintenance	-	1500.00
NEW	Soil Store emptying	-	1000.00
107	ICCM Membership	-	95.00
105	Cemetery Software	-	587.00
NEW	Headstone Repairs	-	2000.00
99	Sale of plots	7795.00	-
101	Interment charges	4300.00	-
103	Memorial charges	1710.00	-
<b><u>COST CENTRE TOTAL</u></b>		<b>13805.00</b>	<b>10289.00</b>

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<b><u>Streetlights</u></b>		2024-25 Budget	
		Income	Payments
121	Streetlight LED upgrade	-	0.00
123	Concrete column replacement	-	26762.00
125	Streetlight maintenance	-	2300.00
127	Streetlight electricity	-	3674.00
<b><u>COST CENTRE TOTAL</u></b>		<b>0.00</b>	<b>32736.00</b>

<b><u>Parish Maintenance</u></b>		2024-25 Budget	
		Income	Payments
141/143	Gobowen & Selattyn planters	-	800.00
145	Bus Shelter maintenance	-	-
147	Bus Shelter cleaning	-	777.00
149	General maintenance	-	100.00
151	Additional bins - emptying	-	565.00
153	Defibrillator maintenance	-	170.00
<b><u>COST CENTRE TOTAL</u></b>		<b>0.00</b>	<b>2412.00</b>

<b><u>Parish Amenities</u></b>		2024-25 Budget	
		Income	Payments
191	CCTV running costs	-	3150.00
195	Roundabout newsletter	1750.00	3824.00
197	Noticeboards	-	-
199	Additional bins - purchase	-	-
203	Misc Parish Amenities	-	200.00
205	War memorials / armistice	-	150.00
<b><u>COST CENTRE TOTAL</u></b>		<b>1750.00</b>	<b>7324.00</b>

<b><u>Earmarked Reserves Projects</u></b>		2024-25 Budget	
		Income	Payments
303	Cemetery Maintenance Reserve		2000.00
93	Cemetery Expansion		2000.00
41	Sports Court resurfacing	-	500.00
NEW	Bracket Streetlight Removal Reserve	-	2422.50
NEW	Sport / Activity Infrastructure Project		20000.00
193	CCTV Equipment	-	300.00
<b><u>COST CENTRE TOTAL</u></b>		<b>0.00</b>	<b>27222.50</b>

<b><u>GRAND TOTAL</u></b>	<b>17,640.09</b>	<b>156,482.00</b>
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NET		<b>138,841.91</b>
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