

Cyngor Tref Caereinion Llanfair Llanfair Caereinion Town Council

MINUTES

of a meeting of the
Council Services Committee
held on **Monday 7th June 2021 at 7pm**
on the first floor main hall of the Institute Llanfair Caereinion

Present were:

Cllr R Astley	Cllr H Davies	Cllr C Evans
Cllr V Evans	Cllr K Roberts	Cllr C Stephens.

In attendance: Cllr R Derricutt and Robert Robinson Town Clerk

1. Election of a Chair and Vice Chair

The meeting elected the following to serve for the ensuing year:

Chair	Cllr Viola Evans
Vice Chair	Cllr Hazel Davies

2. Declarations of Interest.

There were no declarations of interest recorded.

3. Public Question Time and Participation

There were no members of the public present at the meeting.

4. General updates

The meeting noted the general updates on progress with items as per appendix A to the agenda.

5. Mount Field

5.1 Grass cutting contract

The meeting considered an update on the grass cutting contract which was issued as a 5 year contract in 2019. It was **AGREED** that Cllr C Evans, Cllr R Astley and the Town Clerk would meet with the contract to agree a new 5 year contract including new arrangements.

5.2 Grass cutting compound

The meeting considered an update on the construction of the grass cutting compound to be located at the top of Mount Field. Cllr Rob Astley is working on a design. The location and how the compound works will form part of the discussions set out in 5.1 above.

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5.3 Report on agreements

The meeting noted that a full report on what agreements will need to be reviewed will be presented to the July meeting.

5.4 Steel storage containers

The meeting considered a quote of £320 to paint the containers (paint already purchased) as per the Full Council decision. Contractor pricing the work was Carl Harmer of Llanfair Caereinion. Painting of all external walls and the roof to be included.

Recommendation

The Committee recommends that the quote be accepted and that works take place as set out above.

6. Deri Woods

6.1 HLF grant final figures

The meeting received an update on the submission of accounts to the HLF by MWT. To note the final HLF grant figures set out at appendix B of the agenda.

The meeting considered the balance of the monies (£2,500) and what the remaining money could be spend on.

To note the suggested use of the balance of the money as follows:

2 no Dog Poo Bag Dispensers	£170
2 no picnic benches	£1,100
2 no seats	£900
Ancillary tools	£180
Total cost	£2,350

Recommendation:

The Committee recommends that approval be given to purchase benches, seats, tools and dog poo bag dispensers be purchased in accordance with the above.

6.2 Volunteers at Deri Woods

The Town Clerk is to arrange for a meeting on site with the lead volunteers and Cllr C Evans, Cllr K Roberts and the Town Clerk to take forward a works plan.

The Town Clerk is to arrange to merge the list of objectives from the Volunteers with that produced by the Council.

6.3 Main path and damp area at Goat Field

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Prepare the specification and details of works required for the path which is in need of re-instatement. The Committee felt that this work should be completed by a contractor and not the volunteers.

6.4 MWT Agreement

A discussion took place around the MWT agreements.

It was **AGREED** that the Town Clerk would accept the agreement proposed by MWT but it would not be signed until the separate agreement with the volunteers had been completed covering the points raised by the Town Clerk. Once both agreements are ready they can be presented to Full Council.

6.5 Seat at Deri Woods

The meeting approved the donation of a bench as requested by the Dom Family. The Town Clerk is to agree the details.

6.6 Mural for inside open area of pump house

The Committee noted that quotes for the wall painting are awaited.

The Committee also noted that a proposal is awaited for the mural proposal.

7. St Marys Church

7.1 Lighting

The meeting considered a proposal to replace the current sodium lights for LED lights in St Marys Churchyard.

It was recognised that this would reduce our electricity contribution from approx. £800pa to £150pa. It was also accepted that it would be more environmentally acceptable to use LED lighting. The Town Clerk is to prepare a proposal for the Committee to consider along with quotes.

8. Street Scene

8.1 Telephone Box Watergate Street

The meeting considered a proposal regarding this telephone box and progress towards refurbishment and the fitting of a defibrillator. The options are attached to the agenda.

Recommendation:

The Committee recommends that option 2 be taken forward at a cost of £2,625

8.2 Defibrillator plan

The Town Clerk is to prepare a plan for defibrillators around the Town including costs, locations and reasons for the plan.

8.3 Volunteers day

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The meeting considered a date for a volunteer's day to help 'spruce up the town', this will be set at the next meeting.

The Town Clerk is to prepare a list of jobs that can be completed around the town for the next meeting.

9. Rents and Fees

To consider rents and fees for Council Services from 1st September 2021 as follows:

No	Location	Current	Proposed
1	Llanfair Bowling Club (fixed)	£10pa ground rent	£10pa ground rent
2	Llanfair Football Club	£60pa	£60
3	Chapel of Rest	£30 for 3 days £40 for over 3 days	£20 for day 1 £10 per day thereafter
4	Way leaves and licenses (fixed)	£126pa	£126pa
5	Tennis Courts	No charge	No charge

The meeting considered if rents should be charged on Mount Field bearing in mind that no matches involving Llanfair Town Football Club have taken place in the year due to Covid 19. (sum involved is £60)

Recommendation:

The Committee recommends that the above charges and fees be applied for the ensuing year and that no charges be applied for the past season.

10. Playground

The playground was discussed. The Town Clerk is to seek designs and proposals for a new play area.

11. Date of the next meeting

To note the date of the Council Services Committee Meeting to be held on Monday 5th July 2021.

12. Actions to be taken forward

The following actions are to be taken forward from the meeting:

No	Items	Action by
1	Prepare minutes of meeting and add recommendations to the Full Council Agenda	Town Clerk
2	Arrange meeting with grass cutting contractor to discuss new contract and new arrangements	Cllr R Astley, Cllr C Evans and the Town Clerk
3	Arrange for quotes for decoration of pump house at Deri Woods and also the mural proposals.	Town Clerk
4	Prepare specification of works for the path and damp areas of Goat Field	Town Clerk
5	Arrange meeting with Volunteer leaders and Council re Deri Woods	Town Clerk
6	Arrange for merging of works lists for Deri Woods and Goat Field	Town Clerk

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7	Take forward MWT agreement and volunteers agreement	Town Clerk
8	Inform Dom family regarding seat location decision	Town Clerk

No	Items	Action by
9	Prepare St Mary's churchyard lighting plan and quotes	Town Clerk
10	Prepare the defibulator plan for the Town.	Town Clerk
11	Take forward initial proposals for new play equipment in the playpark by the Medical Centre.	Town Clerk
12	Play area by Medical Centre – start preparations for a new play area	Town Clerk
13	Prepare list of minor works to Town for Volunteers Day in consultation with Cllr G Jones	Town Clerk

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APPENDIX A

No	Area	Activity	Update
1	Playground	Minor works to equipment and playground area	Instructions given.
2	Erw Ddwr	Minor works programme	Instructions given. New sign arrived.
3	St Marys Churchyard	Survey of minor works	Completed and ready for presentation at the next meeting.
4	St Marys Clock	Clock repaired and has stopped again	Engineers to attend on 11 th June.
5	Deri Woods/Goat Field	Benches and seats	Benches and seats have been delivered to site.
6	Chapel of Rest	Minor works programme	Instructions given.
7	Toilets	Minor works	Leak still being investigated.
8	Tennis Courts	Removal of old bench Weed control New signage White lining	Completed. Completed. Completed. Instructions given.
9	High Street Telephone Box	Refurbishment	Works started on 3 rd June.