



Llangattock Community Council

CYNGOR CYMUNED LLANGATWG

The following are the minutes of a meeting of Llangattock Community Council's **Central Services Committee** held online **Thursday 18th November 7 pm, 2021**.

Attendance: Cllr G Jones (Chair), Cllr K Inglis, Cllr R Jones, Cllr A Williams, Cllr G Dobbs,

Public Participation:

None

62/21	Apologies for absence	Cllr J Rees
63/21	Members' declarations of interest	None
64/21	<p>Minutes from the meeting of the 23rd of October, agree as true and accurate, and matters arising from this meeting.</p> <p>Proposed: Cllr G Jones Seconded: Cllr S Ady Resolved: confirmed as a true and accurate record</p> <p>Matters arising:</p> <p><u>New</u></p> <p>Correspondence from plot owner</p> <p>The Clerk shared with the Councillors the letter received from a plot holder in relation to new grave digging practices. Councillors discussed the correspondence and the question raised by the owner.</p> <p>It was noted that grave diggers are sub-contractors of the funeral directors and therefore the Council do not have a policy on how graves are dug due to this.</p> <p>Correspondence from WPD (reported at Ordinary meeting)</p> <p>Play equipment report received – to be discussed under assets/to do list</p> <p><u>Ongoing</u></p> <ul style="list-style-type: none">• Vandalised bench in recreation ground update - RJ to update Oct. RJ confirmed talking to Ricky Gallop, it was maintenance related. It has been fixed; they would like to know if the Council wants it for £400.00 plus VAT.	

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GJ suggested having a bench as the position is very helpful to parents watching their children. JR, replaced would be good, the cast iron bench from Ricky would probably last for a long time, they are quite valuable. SA – how long would it last, would it be worth getting a new cast iron bench. GD – could we move one of the other benches and buy a recycled one to replace that. RJ - Get a price from the original manufacturers (Wicksteed) and plastic and also Ogilvie's to compare. JR suggested also looking at Gallops other offerings. GJ to investigate.

Cllr G Jones gave an update is that this is delayed due to ongoing work.

Dog fouling issues

- Dog Fouling signage - GJ placed a small sign on the kissing in the glebe field - CLERK SUGGESTS APPLYING FOR SIGNAGE. Refer to Full Council. GJ to place up again, look at the planning application later. Signs gone again, GJ suggests stopping putting them off for now. GD agreed. GJ stated please bring this back in the incidents get worse again. RJ recorded an incident in the recreation ground.
- Dog fouling legislation update - Email received - sent to all
- Website in relation to dog fouling update - ongoing GJ/TJ

No further updates currently.

Parking issues

- Parking preplanning -RJ has received the email from BBNPA. Landowner being contacted by RJ in relation to land purchase

No further updates currently.

SLA and contract issues

- Handyman SLA contracts (split) Clerk produced and sent to all contractors, ongoing at this time.
- SLA - Toilet's weekend - Clerk to report, this is still being worked on.
- Memorial Garden issue, **Cllr G Jones has met with them on site, she stated that she has discussed the issue. They now have plans of the area and walked the area which was then mowed to shape. She has a direct contact with the mower.**

Toilets

- Toilet strategy for Powys funding - This payment is expected shortly from Powys – **still not received.**
- *Toilet rota issues – Clerk has completed a new rota – to refer to TJ for help*
Currently on hold due to workloads in relation to the new grant application
- Western Power distribution update – ongoing works. GJ confirmed that they had cleared an area of the site. Cllr R Jones – updated, they are coming back in the Spring. Cllr R Jones also confirmed that LACAS have requested that stone be moved, which he is in discussion about.



	<ul style="list-style-type: none">• Lines in the Car Park - This has been referred to JC and Powys• Phone box sign - Awaiting confirmation of what residents require. Cllr G Dobbs will contact the group for an update.• No drinking OVW response to RJ received have been sent to the Clerk for information.• Plas - letter discussion - Clerk has contacted the estate agent, awaiting response. Cllr R Jones gave update. He spoke with regards the hedge on the boarder of the Cemetery. He suggested that a letter now be written to the owner via the Estate Agent with a list of works. Cllr S Ady would be happy to help create this letter.• Report Tree on bridge to Powys car park tree has gone, bridge tree still there. This is to be referred to Powys or to be looked at by Cllr G Dobbs
65/21	<p>Receive this month's asset maintenance list/requests:</p> <p>The Clerk shared the ongoing spreadsheet of items to do and ran through the outstanding items. Cllr H Burns asset checklist had also been received. This was shared with the committee. Cllr S Ady will look for the "give way" sign, although she hadn't noticed a sign. Cllr R Jones will be completing December's asset list.</p> <p>The Clerk had received a new quote for the post and kissing gate issue, Cllr R Jones confirmed that the quotation was more than the original, although this could change. Cllr G Dobbs stated that he would fix the gate this has part of the fencing work in the Glebe Field, if we could get the metal posts concreted in. A metal post will need to be sourced and a cap welded to the top. Cllr G Jones stated that the contractor would also give a new quote for a complete refurbishment of the partially completed bench already fixed.</p> <p>The new Zip Wire report and fixes were discussed. It was confirmed by Stephen Butcher (verbally) and within this report and verbally with the original supplier, that the requirements of the play inspection that if the zip wire is working soundly (moving downwards and breaking correctly) the inspection into the cables (i.e. dismantling to look at the cables) is not necessary.</p> <p>Cllr R Jones has met with Stephen Butcher in relation to the take-off mound and will be supplying information to the Clerk in relation to a design. Cllr G Jones shared a preliminary design. This will be costed via a quote for the mound and included in the All Wales Play grant.</p> <p>Cllr S Ady asked if this work was completed would next year's report would be clear? Given the amount of money the Council would be spending.</p> <p>Cllr G Jones confirmed that the ROSPA report flags the mound and the matting on the ground. Cllr R Jones requested that the Company for matting be requested from Stephen Butcher.</p> <p>Cllr G Jones confirmed that G Smith had now received the Allun keys to be able to look at the smaller play equipment items.</p> <p>Cllr R Jones spoke in relation to the stone/rubbish behind the wall. He will be meeting a contractor on site to discuss this quote and the quote for the compost in the Cemetery.</p> <p>The Clerk shared the update from Cllr G Jones in relation to the play inspection report. Cllr G Jones gave an update to the committee whilst sharing the summary document. Cllr G Jones</p>

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	<p>stated this report was much smaller than last years. There were several low-risk items, which they stated could probably not be fixed, so she has not focused on these. The sub-contractor will be providing us a quotation to address the wooden equipment issues. The medium risk bought forward for the zip-wire was also tested by Stephen Butcher and the mount discussed. He did not feel there needed to be any dismantling as discussed above. It was not considered to be converted to be fully accessible. There was also a requirement for the signage for emergencies required.</p> <p>Mediums: Zip wire mound, ground matting for zip wire and woodwork required on the wooden equipment. Councillors stated they didn't require a paper copy at this time.</p> <p>Cllr R Jones clarified that the wooden posts in the ground on the wooden play equipment have metal supports into the ground. The rubber tarmac under the see-saw is something that could be purchased online and dealt with as and when needed.</p>
66/21	<p>Quotes received relating to items from last month (either for consideration or under the £500 Clerk/Chair delegation)</p> <p>None received.</p>
67/21	<p>Update on budget headings for 2021-22 & 2022-23</p> <p>The clerk shared the work that had been done by Cllr S Ady and herself in relation to the breakdown for next year's budget request, this was shared on screen.</p> <p>The Clerk ran through each asset area (i.e. recreation ground, cemetery) and she pointed out the added items. Cllr R Jones discussed the fences item in relation to the beechwood to the allotments fencing. Sam Ridge had confirmed that planting trees would not be appropriate, so it has bought the fencing back into discussion. The recreation ground fence is still standing, but this part requires new posts at some point. Cllr G Dobbs stated that we should leave the recreation ground for the time being and we should work on the LACAS fence this coming year. He and Cllr R Jones will go to site and inspect what is needed. It is possible that all that is required is the stakes being replaced and hammered in. Cllr R Jones stated that the £1000.00 should remain to cover the cost of materials, Cllr G Dobbs confirmed that if this was done by a contractor it would have to be done by hand.</p> <p>Shelter maintenance was discussed by Cllr G Jones, she confirmed that the benches need treating as soon as possible. After discussion the heading was requested to remain the same.</p> <p>The shed in the cemetery was mentioned. Other potential storage areas were discussed, including behind the new toilet pod for the wood that remained for patch work.</p> <p>The inspection heading was discussed, it was reiterated again that Stephen Butcher had stated that the wire need not need further inspection. Cllr S Ady asked if what would be required would be an inspection that gave us a certificate of soundness. Cllr G Jones wondered if Stephen Butcher would be able to do this for us. This was discussed fully, and it was decided that to get the remedial work completed and then request the new sub-contractor in.</p> <p>The play equipment maintenance heading was discussed, and it was felt that this heading was potentially too low.</p> <p>The toilet budget was then discussed, Cllr R Jones stated that we need to get a quotation from PHS</p>



	<p>Ltd in relation the nappy bins. Cllr R Jones stated that if the roof were treated then the moss could be contained. The new door and the general maintenance were discussed. Cllr R Jones stated that materials have gone up steeply and he left that the heading for the door were realistic, he requested that a quote be sourced for the doors in the first instance.</p> <p>The committee moved on to the cemetery heading, the Clerk confirmed that the grass cutting heading included a potential for grass pick up monthly. The compost bin item was discussed, it was left to be too high. The main gate maintenance was discussed, the heading was lowered slightly. Landscaping around the edges was discussed.</p> <p>The shed contents were discussed, there is a large amount within the shed that needs to be cleared. Cllr R Jones will check with the previous undertaker to make sure that there is nothing left in there that is his. The shed will then be checked for the maintenance required.</p> <p>The Clerk asked if this committee was happy with the figure work. Councillors agreed that they were realistic.</p> <p>A further quotation for cemetery grass pick-up was requested.</p> <p>Cllr S Ady also brought up the budget for tree maintenance, she asked Councillors if they left this was realistic? Cllr G Jones ran through the trees identified in the inspection. She and Cllr Dobbs stated that some of the trees identified were not priority cases. It was felt that the heading could be reduced by 50%.</p> <p>The memorial budget was also agreed at £250.00.</p>
68/21	Date of next committee meeting to be 23rd December 7pm 2021