

Peterston-super-Ely Community Council

Cyngor Cymuned a Llanbedr-y-Fro



Minutes of the Finance Committee Meeting held at 6.30pm on the 20th October 2025.

Present: Councillors: CHAIR A Phillips, J Drysdale and S Firth
Also present: Val Harvey (RFO & Clerk)

Agenda Item	Discussion points	Action	Person
25/016 Apologies for Absence	None		
25/017 Declarations of Interest	None		
25/018 In Person Requests	No members of the public were present.		
25/019 Approve Minutes of the meetings held on 10 th July 2025 and review matters arising	It was AGREED that the minutes of the Finance Committee meeting held on the 10 th July were correct and were duly signed by the Chair.	Update website	Clerk
25/020 Playing Field Footpath	1. A meeting to investigate the cost of cutting a grass 'path' around the MUGA when conducting regular grass cutting is being arranged. 2. It was reported that the re-laid surface of the MUGA footpath, near the blue gate, is performing well. It was agreed to monitor it over the winter months to see if new surface resolves the mud problems in wet weather.	Arrange Meeting	Clerk
25/021 Playground Gates	1. It was reported that the two "cable and weight" gate hinges have been fitted and all gates now close automatically. 2. The monitoring of the performance of gas strut on the blue gate of the playground is continuing and, so far, it is performing well.		
25/022 Allotments	1. It was reported that work to clear the vacant plots has been completed and all allotments are now leased. 2. The purchase of a wheelbarrow for £65 for use in the MUGA was approved.		

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25/023 Clearance of Riverside / Bollards / Village Green Area	It was reported that the riverside areas have now been split into 4, not 3 areas, with Area 1 having 1a, the Village Green itself, and 1b, the riverbank area between the white bridge and Stepping stones. Area 2 covers the bollards and adjacent riverbank (the area on the village / northern side between the stone bridge and white bridge) and Area 3 covers the riverside at Wyndham Park (the area between the river and Wyndham Park Way). <u>Area 1a update</u> – A meeting to obtain a quote for initial clearance and ongoing maintenance of the Village Green is currently being arranged with Edenvale, Cllr Drysdale, Cllr Moody-Jones and Cllr Potter invited to attend. Dai Lewis has not yet been contacted to see if he is willing to produce a design for the Village Green area. <u>Area 1b update</u> – It was reported that volunteers are working on clearing this area of the riverside area.	Arrange site visit Contact Dai	Clerk Cllr Phillips?
25/024 Planters	Cllr Drysdale confirmed that a resident is willing to water the planters but that he was unable to find a local supplier of planters / benches. Sites for planters to be finalised		Cllr Phillips
25/025 Refurbishment of MUGA Clubhouse	Three quotes to re-render and paint the MUGA Clubhouse are outstanding. Clerk to issue draft specification to Committee for approval before submitting for tender. It was reported that Cllr Drysdale had contacted the Planning Dept who had confirmed that no planning permission for the MUGA storage unit is required. Cllr Drysdale had emailed all the Community Councillors before the meeting and it has been agreed that, due to concerns raised about opening a container, a shed rather than a storage container should be purchased. The specification of the shed has been agreed with Councillors but, due to storage limitations, it was agreed that the shed will not be purchased until the foundations are completed. It was agreed that the base should be professionally laid.	Produce Specification for quote Obtain 3 quotes for shed base	Clerk Cllr Drysdale
25/026 Recruitment of Maintenance Manager	The Clerk had distributed a job specification used by another Community Council. Having reviewed the description, it was agreed that the maintenance role should be a contract for a minimum number of hours at a fixed hourly rate, not an employee. A list of tasks that need doing regularly is to be created using the distributed job description and this will be used as a basis to determine the terms of the contract.	Produce maintenance task list	Cllr Phillips



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25/027 Repair of Churchyard Sign	It was reported that the Churchyard sign needs repairing.	Obtain quote	Cllr Phillips
25/015 Date of Next Finance Committee Meeting	Date of next meeting TBC		Cllr Phillips

The meeting closed at 7.30 pm