

Peterston-super-Ely Community Council

Cyngor Cymuned a Llanbedr-y-Fro



Minutes of the Finance Committee Meeting held at 12pm on the 10th of July 2025.

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

Agenda Item	Discussion points	Action	Person
25/001 Apologies for Absence	None		
25/002 Declarations of Interest	None		
25/003 In Person Requests	No members of the public were present.		
25/004 Approve Minutes of the meetings held on 29th April 2025 and review matters arising	<p>It was AGREED that the minutes of the Finance Committee meeting held on the 29th of April 2025 were correct and were duly signed by the Chair.</p> <p>Matters arising - It was reported that:</p> <ol style="list-style-type: none"> 1. A new gas strut has been fitted to the blue gate so that it closes automatically 2. The surface of the footpath near the blue gate has been re-laid. 3. A contractor has been appointed to clear the vacant allotments. 	Update website	Clerk
25/005 Establish Prioritised List of Projects	<p>The following prioritised list of projects for financial year was agreed:</p> <ol style="list-style-type: none"> 1. Re-surfacing of Playing Field Footpath 2. Repair of Playground Gates 3. Clearance of Allotments 4. Purchase of Defibrillator for MUGA 5. Clearance of riverside and Village Green area – Cllr Potter distributed a plan of the three areas on the 16.6.25. It was suggested that a priority be agreed and that these three areas be dealt with in the following order: <ol style="list-style-type: none"> 1. Area 1 - Village Green and area of river directly adjacent to this area 2. Area 2 - Bollards 3. Area 3 – riverside at Wyndham Park 6. Purchase of New Planters and benches 7. Refurbishment of MUGA Clubhouse 	Inform Cllr Potter of priority list of 3 riverside sites	Clerk

Agenda Item	Discussion points	Action	Person
	8. Recruitment of Maintenance Manager		
25/006 Playing Field Footpath	<p>It was agreed that the requirement to install a path around the perimeter of the field be dropped due to cost. Council will instead investigate cost of cutting a grass 'path' around the MUGA when conducting regular grass cutting.</p> <p>The re-laid surface of the footpath near the blue gate will be monitored to see if this resolves the mud problems in wet weather.</p>	Contact existing supplier to discuss 'path' requirement	Clerk
25/007 Playground Gates	<p>It was agreed to monitor the performance of gas strut on the blue gate of the playground.</p> <p>It was agreed to fix a "cable and weight mechanism" to the two remaining playground gates so that they close automatically and monitor their effectiveness.</p>	Fix 2 o/s gate hinges	Cllr Drysdale
25/008 Allotments	It was reported that work to clear the vacant plots is underway. Nothing further required at this stage.		
25/009 Clearance of Riverside / Bollards / Village Green Area	<p><u>Area 1 - Village Green</u> (the Green itself and the riverbank area between the white bridge and Stepping stones):</p> <p>It was agreed that a list of tasks required for the development of this area be produced.</p> <p>It was agreed that a quote for an initial clearance and also ongoing maintenance of this area be obtained from PSECC's existing contractor, Edenvale, and that Cllr Potter be invited to this meeting.</p> <p>It was suggested that Dai Lewis be contacted to see if he is willing to produce a design for the Village Green area</p> <p><u>Area 2 – Bollards and adjacent riverbank</u> (the area on the village / northern side between the stone bridge and white bridge)</p> <p><u>Area 3 – riverside at Wyndham Park</u> (the area between the river and Wyndham Park Way)</p>	<p>Produce List</p> <p>Arrange site visit</p> <p>Contact Dai</p>	<p>Cllr Drysdale</p> <p>Clerk</p> <p>Cllr Phillips?</p>
25/010 Planters	A list of potential sites within the village was discussed and it was agreed that a local supplier of planters / benches be identified if possible.	Contact resident	Cllr Drysdale
25/011 Refurbishment of MUGA Clubhouse	<p>It was agreed that the clubhouse needs re-rendering and painting. Three quotes will be required to comply with governance</p> <p>It was reported that a second-hand storage container had been located for sale. The unit is 10'x8' and cost is £2450 including delivery. The size of the unit was queried and it was suggested that two smaller units</p>	<p>Obtain quotes</p> <p>Check if size and access sufficient</p>	<p>Clerk</p> <p>Cllr Drysdale</p>

Agenda Item	Discussion points	Action	Person
	<p>rather than one larger unit may be beneficial regarding access to items stored. It was also mentioned that storage units are difficult to open and that a shed for more frequently used equipment may be more suitable.</p> <p>Check if planning permission required for storage unit</p>	Contact Planning	Clerk
25/012 Refuse Bins	It was agreed to drop this requirement		
25/013 Recruitment of Maintenance Manager	<p>It was agreed that the role should cover all village facilities, not just the MUGA.</p> <p>It was agreed to draw up a list of tasks that need doing regularly and use this as a basis to determine the extent of the role</p>	Draw up list of maintenance tasks	Cllr Drysdale
25/014 Review of Financial Position	<p>The documentation for the Quarterly Budget Review was distributed by the Clerk on the 9.7.25. The documents were agreed to be suitable for the budget monitoring process but, due to time constraints, the figures were not discussed at the meeting and will instead be included as an agenda item at the Full Council meeting on the 14.7.25.</p> <p>A schedule for Quarterly Budget Reviews and future dates for Finance Committee Meetings will be agreed.</p> <p>Approval of Quotes - No quotes were submitted for approval.</p>	Distribute Dates	Cllr Phillips
25/015 Date of Next Finance Committee Meeting	To note the next meeting will take place on xx		

The meeting closed at 1.40 pm