**Peterston-super-Ely Community Council**

***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the Village Maintenance Committee Meeting held at 9.15am on Monday 26th June at Peterston super Ely Church & Community Hall**

**Present:** Cllrs H Thomas, I Pearson & D Moody-Jones

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies** None

1. **Election of Chairperson**

The Clerk began the meeting by asking for a proposal for a Chairperson for the MUGA Sub Committee. Cllr Thomas proposed Cllr Pearson this was seconded by Cllr Moody-Jones and agreed by all.

1. **Review of previously circulated maintenance plan, including community action planning and budget implications**

The Chair referred to the draft maintenance plan and it was agreed that the committee would go through this line by line and the updated maintenance plan be attached as an Appendix to these minutes. The plan would then be circulated to the full Council for discussion and agreement at the July Ordinary Meeting.

The Committee went through each line of the plan see Appendix A for decisions.

1. **Discussion of use of contractors and implications to the financial regulations**

The Chair referred the Committee to the financial regulations. After a short discussion it was agreed that a proposal would be made at the July Ordinary Meeting to change 11g of the financial regulations to:-.

‘When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below 3,000 and above £1,500 the Clerk or RFO shall strive to obtain 2 estimates. Otherwise, Regulation 10.3 above shall apply.’

A proposal would also be made at the July Ordinary meeting to change 4.1 to

4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

• the council for all items over £5,000

• a duly delegated committee of the council for items over £250; or

• the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £250.

Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

*AP Clerk to agenda*

The meeting was closed at 10.25AM.