



# Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD  
Tel: 01938 553142 Email: [town.clerk@welshpooltowncouncil.gov.uk](mailto:town.clerk@welshpooltowncouncil.gov.uk)

## Agenda & Summons Operations & Development Committee - 11/06/2025 6:30pm

5th June 2025

To: Councillor(s) Dr Ben Gwalchmai, David France, Estelle Bleivas, Nick Howells, Phil Owen, Phil Pritchard, Sally Fitzgerald

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations & Development Committee of Welshpool Town Council which will be held on Wednesday 11th June 2025 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Yours sincerely,

Richard T Williams LLB (Hons)  
Town Clerk & Proper Officer

In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available to view by remote means. Please visit <https://us02web.zoom.us/j/89146977348?pwd=AScziXKwQhJjdrGfaj0PG6EebytVJS.1> to join online or use Zoom Meeting ID 891 4697 7348 and passcode 703590, or via telephone by ringing +44 208 080 6592.

---

## Agenda

### **1. ELECTION OF CHAIR**

To receive nominations and to elect the Chair of the Operations and Development Committee for the 2025-2026 municipal year.

### **2. ELECTION OF VICE CHAIR**

To receive nominations and to elect the Vice-Chair of the Operations and Development Committee for the 2025-2026 municipal year.

### **3. WELCOME AND APOLOGIES FOR ABSENCE**

The Chair will welcome Councillors and members of the public and will receive, and if desired, resolve to approve, any apologies for absence.

### **4. DECLARATIONS OF INTERESTS AND DISPENSATIONS**

To receive and resolve if desired, declarations of interest and relevant dispensations. [Part III, Local Government Act 2000]

[Appendix A]

## **5. PUBLIC PARTICIPATION**

To receive members of the public who wish to address the meeting, in respect of any item of business included in the agenda. No resolutions may be made under this item and should relate only to matters of Council policy or practice, and not individual affairs or the questioner or any other named person. [Para. 27A, Sch 12, Local Government Act 1972]

## **6. MINUTES AND MATTERS ARISING**

### **6.1. Previous Minutes**

To approve and sign as a correct record, the minutes from the meeting of the Services and Property Committee on 21/05/2025.

[Appendix B]

### **6.2. Matters Arising**

To report for information purposes only matters arising from the Services and Property Committee on 21/05/2025.

## **7. LAND AND BUILDINGS**

### **7.1. Town Hall & Motte and Bailey**

To receive an update on works to the Town Hall and Motte and Bailey.

### **7.2. General Update**

To receive, and resolve if desired, an update from the Operations Manager in respect of Council land and buildings, including the STRI report on Maes y Dre.

[Appendix C]

## **8. SERVICES**

### **8.1. Meals on Wheels**

To receive an update from the Tourist Information Centre Manager in respect of Meals on Wheels.

### **8.2. Markets**

To receive an update from the Markets Officer in respect of the indoor and outdoor market.

## **9. COMMITTEE FINANCE (MONTH 2)**

To note the current spending position against budget for the committee for May 2025 (Month 2).

[Appendix D]

## **10. DATE OF NEXT MEETING**

To note that the next meeting of Operations & Development Committee will be held on 9th July 2025 at 6:30pm.

# Appendix A



## Cyngor Tref y Trallwng | Welshpool Town Council Declaration of Interests Flowchart

What matters are being discussed at the meeting?

Do any relate to my interests?

- A Does it affect my entries in the Register of Interests?
- OR**
- B Does it affect the well being or financial position of me, my partner, my relatives or my friends or my, my partner's, my relatives' or my friends':
- jobs, employers or businesses;
  - companies in which I or they are a director or where I or they have a shareholding of more than £5,000 (nominal/face value);
  - business partnerships; and
  - the following organisations where I or they hold a position of general control or management:
    - other bodies where I or they represent the authority;
    - other public authorities;
    - companies, industrial and provident societies and charitable bodies;
    - bodies whose main purpose is to influence public opinion or policy; and
    - trade unions or professional associations

**More than other people in the authority's area?**

**NO**

**YES**

**Disclose the  
existence & nature  
of your interest**

You may have a  
personal interest in  
the matter

Would a member of the public – If he or she knew all the facts – reasonably think that personal interest was so significant that my decision on the matter would be affected by it?

**NO**

**You can  
participate in  
the meeting  
and vote**

**YES**

You may have a  
prejudicial interest

This matter relates to:

- another authority of which I am a member;
- another public authority in which I hold a position of general control or management;
- other bodies where I represent the authority;
- statutory sick pay where I am in receipt of, or are entitled to, such pay from my authority; or
- allowances or payments made under sections 141-160 of the Local Government (Wales) Measure 2011

**NO**

**Also, withdraw from  
the meeting by  
leaving the room or  
chamber. Do not try  
to improperly  
influence the decision**

**And, considering whether or not it is  
appropriate I participate in the decision  
making, do I regard myself as not  
having a prejudicial interest?**

**YES**

Personal Interest

Prejudicial Interest

**LOCAL GOVERNMENT ACT 2000**

**MEMBERS' CODE OF CONDUCT –PARAGRAPH 11 (4)  
PARAGRAPH 14 (3) (b) (ii)**

**NOTIFICATION IN RESPECT OF:-**

**(1) PERSONAL INTEREST ORALLY DISCLOSED AT MEETING**

**[(2) DISPENSATION RELIED UPON AT MEETING]**

<b>1.</b>	<b>NAME OF MEMBER:</b>	
-----------	------------------------	--

**2. DATE AND DETAILS OF MEETING AT WHICH ORAL DISCLOSURE OF PERSONAL INTEREST MADE:**

<b>DATE:</b>	
<b>MEETING:</b>	

**3. AGENDA ITEM NUMBER AND BUSINESS TO WHICH THE PERSONAL INTEREST RELATES :**

<b>AGENDA ITEM:</b>	
<b>BUSINESS CONSIDERED:</b>	

**4. DETAILS OF PERSONAL INTEREST**

**(Insert ALL category number(s) referred to in the accompanying guidance notes that apply together with any Additional Detail):** If this involves **SENSITIVE** information give details of the agreement of the Monitoring Officer allowing you to simply disclose the **EXISTENCE** of the interest

--

## 5. PREJUDICIAL INTEREST

Complete sections (a), (b), (c) and (d) in the box below by deleting those sections and words in square brackets as appropriate.

The personal interest detailed in Section 4 above:-

[(a) Is NOT a prejudicial interest because the business concerned relates to [another relevant authority of which I am also a member] [another public authority or body exercising functions of a public nature in which I hold a position of general control or management] [a body to which I have been elected, appointed or nominated by my Council] [my role as a non LEA School Governor and the business does not relate to my school] [my role as a member of the Local Health Board] AND the business does not relate to the determination of any approval, consent, licence, permission or registration]

[(b) Is NOT a prejudicial interest because (under the objective, public perception test in Paragraph 12 (1) of the Members' Code of Conduct) it WOULD NOT be regarded as so significant that it is likely to prejudice my judgement of the public interest].

[(c) Is NOT a prejudicial interest because the business relates to a grant, loan or other form of financial assistance to community or voluntary organisations up to £500].

[(d) IS ALSO A PREJUDICIAL INTEREST because (under the objective, public perception test in Paragraph 12 (1) of the Members' Code of Conduct) it WOULD BE regarded as so significant that it is likely to prejudice my judgement of the public interest].

6. IF YOU HAVE A PREJUDICIAL INTEREST IN RESPECT OF WHICH YOU HAVE THE BENEFIT OF A DISPENSATION GRANTED BY THE STANDARDS COMMITTEE/SUB-COMMITTEE YOU MUST ALSO COMPLETE THE BOX BELOW.

<b>DATE OF MEETING OF THE STANDARDS COMMITTEE/SUB-COMMITTEE</b>	
<b>EXACT WORDING OF DISPENSATION</b>  [As an alternative you may simply attach the letter (or a copy) from the Standards Committee/Sub-Committee notifying you of the grant of dispensation]	

## 7. DATE AND SIGNATURE:

<b>DATE:</b>	
<b>SIGNATURE:</b>	

This written notification, fully completed, dated and signed must be given BEFORE or IMMEDIATELY AFTER the close of the meeting to the Clerk.

V:\WLEGAL\CLARENCE\STANDARDS\TOWN AND COMMUNITY COUNCILS – DECLARATION OF INTEREST (VERSION 2)

## **Appendix B**



# **Cyngor Tref y Trallwng | Welshpool Town Council**

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD  
Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

**DRAFT**

## **Minutes of the Services and Property Committee held on 21/05/2025 6:30pm in Council Chamber, Welshpool Town Hall.**

### **PRESENT:**

Councillor Billy Spencer  
Councillor Carol Robinson  
Councillor David France  
Councillor Estelle Bleivas  
Councillor Julie Arnold  
Councillor Nick Howells (Chair)  
Councillor Phil Owen  
Councillor Phil Pritchard  
Councillor Sally Fitzgerald

### **Apologies for absence:**

### **Absent:**

Councillor Chris Davies

### **Also in attendance:**

Councillor Morag Bailey  
Richard Williams - Town Clerk & Proper Officer  
Paul McGrath - Operations Manager  
Wendy Lewis - Tourist Information Centre Manager

### **SP210525/1. WELCOME AND APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting. There was no apologies for absence received.

### **SP210525/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**

None.

### **SP210525/3. PUBLIC PARTICIPATION**

Cllr Carol Robinson and Cllr Julie Arnold joined the meeting.  
None.

### **SP210525/4. MINUTES AND MATTERS ARISING**

#### **SP210525/4.1 Previous Minutes**



## **RESOLVED**

**To approve the minutes from the meeting of the Services and Property Committee on 16/04/2025.**

*Proposed by Cllr Phil Pritchard, seconded by Cllr Sally Fitzgerald*

### **SP210525/4.2 Matters Arising**

SP160425/5.3 Tipper Truck - this has been actioned and will be arriving as the old lease expires in October.

### **SP210525/5. LAND AND BUILDINGS**

#### **SP210525/5.1 Town Hall & Motte and Bailey**

The Operations Manager updated on the works to the Motte and Bailey and the Town Hall. The fencing and netting works at the Motte and Bailey have commenced and will be completed before the end of the week. The works at the Town Hall to fit a new gents toilets are commencing on the 9th June 2025.

#### **SP210525/5.2 Cricket Club - Permission for Building**

The Town Clerk outlined the email received from the Cricket Club and a discussion was had. Cllr Billy Spencer proposed that we agree to the proposal but delegate all decision making about location and design to the Operations Manager.

Cllr Phil Prichard proposed that the location of the building be on the same side as the building which the Rugby club erected and a clause be inserted into any agreement which would transfer the building to the Town Council if the Cricket Club was to fold. No seconder was received for this proposal and a vote was held on the proposal by Cllr Spencer.

## **RECOMMENDED**

**To grant permission to the Cricket Club to proceed and give delegated powers to the Operations Manager to approve location, design and all other ancillary matters.**

*Proposed by Cllr Billy Spencer, seconded by Cllr Nick Howells*

#### **SP210525/5.3 General Update**

The Operations Manager presented his report, including:

- STRI - awaiting the usual annual report from STRI in respect of pitch quality.
- VE Events - all went well from an Operations Team perspective.
- Maes y Dre - work undertaken to repair the goal mouths and general tidy up, ready for this weekend's Music Festival .
- Maes y Dre playground - concreting for disabled bench and entrances by paths to take place on 9th June.
- Fire risk assessments for buildings as agreed at the last meeting are in process .

The Operations Manager also presented three quotes for replacement fencing at Dol y Felin playground.

- Company A - £14843, excluding VAT
- Company B - £13250, excluding VAT
- Company C - £12570, excluding VAT

The Operations Manager recommended Company B for reliability of company and quality of workmanship

**RECOMMENDED**

**To accept the quotation for replacement fencing at Dol y Felin playground from Midland Fencing (Company B) at a cost of £13,250 excluding VAT.**

*Proposed by Cllr Sally Fitzgerald, seconded by Cllr Billy Spencer*

**SP210525/6. SERVICES**

**SP210525/6.1 Meals on Wheels**

The TIC Manager updated and said that Meals on Wheels was going very well at the moment, especially the partnership with the Welshpool Haven.

**SP210525/7. COMMITTEE FINANCE (MONTH 1)**

The Town Clerk highlighted the financial report to the committee.

**SP210525/8. DATE OF NEXT MEETING**

The date of the next Services and Property Committee will be confirmed at the Annual Meeting.

**SP210525/9. CONFIDENTIAL SESSION - EXCLUSION**

**RESOLVED**

**That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.**

*Proposed by Cllr Sally Fitzgerald, seconded by Cllr Phil Owen*

**SP210525/10. BERRIEW STREET TOILETS [CONFIDENTIAL]**

The Town Clerk updated on the method of disposal for the Berriew Street Toilets based on the email from the estate agent.

**RECOMMENDED**

**To proceed with the sale via auction in line with the guidance from the estate agent.**

*Proposed by Cllr Billy Spencer, seconded by Cllr Nick Howells*

**SP210525/11. DAY CENTRE [CONFIDENTIAL]**

The Town Clerk updated on the recent communications from Powys County Council. A discussion was had over the future of the building and ownership and the Town Clerk was asked to go away and present options for Full Council next week.

**SP210525/12. MOTTE & BAILEY [CONFIDENTIAL]**

The Town Clerk outlined the proposal from a local businessman over the car parking area at the Motte and Bailey and a discussion was had.  
Cllr Julie Arnold left the meeting.

**RECOMMENDED**

**To decline the proposal made in respect of the Motte and Bailey.**

*Proposed by Cllr Sally Fitzgerald, seconded by Cllr Billy Spencer*

**SP210525/13. TOWN HALL LAND [CONFIDENTIAL]**

The Town Clerk outlined the proposal from a local businessman over the land at the rear of the Town Hall and a discussion was had.

## **RECOMMENDED**

**To decline the proposal made in respect of land at the rear of the Town Hall.**

*Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen. A recorded vote was requested.*

For: Carol Robinson, David France, Estelle Bleivas, Nick Howells, Phil Owen, Phil Pritchard, Sally Fitzgerald

Against: Billy Spencer

Abstain:

*The meeting finished at 19:25.*

Signed:

Dated:

Councillor Nick Howells (Chair)

---

## **Decision/Action Log**

<b>Item</b>		<b>Assigned</b>	<b>Status</b>
4.1	<b>RESOLUTION</b> <b>Previous Minutes</b> To approve the minutes from the meeting of the Services and Property Committee on 16/04/2025.	Town Clerk & Proper Officer	Completed
5.2	<b>RECOMMENDATION</b> <b>Cricket Club - Permission for Building</b> To grant permission to the Cricket Club to proceed and give delegated powers to the Operations Manager to approve location, design and all other ancillary matters.	Operations Manager	In progress
5.3	<b>RECOMMENDATION</b> <b>General Update</b> To accept the quotation for replacement fencing at Dol y Felin playground from Midland Fencing (Company B) at a cost of £13,250 excluding VAT.	Operations Manager	In progress
9	<b>RESOLUTION</b> <b>Confidential Session - Exclusion</b> That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.		In progress
10	<b>RECOMMENDATION</b> <b>Berriew Street Toilets</b> To proceed with the sale via auction in line with the guidance from the estate agent.	Town Clerk & Proper Officer	In progress
12	<b>RECOMMENDATION</b> <b>Motte &amp; Bailey</b> To decline the proposal made in respect of the Motte and Bailey.	Town Clerk & Proper Officer	In progress

Item		Assigned	Status
13	<b>RECOMMENDATION</b> <b>Town Hall Land</b> To decline the proposal made in respect of land at the rear of the Town Hall.	Town Clerk & Proper Officer	In progress

# Appendix C

# Welshpool Town Council

## Report on Maes Y Dre Recreation Ground

Report date: 28<sup>th</sup> May 2025

Consultant: Gary Smith

Date of visit: 30<sup>th</sup> April 2025

Visit objective: To appraise the surface conditioning of the sports pitches and bowls greens.

Present: Paul McGrath - Operations Manager - Welshpool Town Council  
Phil Rowlandson – Senior Facilities Manager – Welshpool Town Council  
Richard Williams – Town Clerk - Welshpool Town Council (part)  
Gary Smith – Senior Consultant Agronomist - STRI Group Ltd

## Visit Summary

### Bowling Greens

- The weather on the day was dry and sunny with temperatures averaging 20 degrees air temperature and a rootzone temperature of 22 degrees. The bowls greens are managed by volunteers with a local authority staff as an umbrella support network, if required, and the surface quality results are good by any measurements of standards.
- Turf grass plan density across both bowls greens was excellent, with some sections plant health pressured due to high wear or external concerns from woodland, but primarily from a hydrophobicity due to the active basidiomycete fungi (fairy ring) within the rootzone.
- Traffic wear was apparent across both greens, and the rinks are moved regularly, however encouragement to use outer rinks more often should be a priority to secure surface integrity, particularly in the middle rink locations.
- Poa annua (annua meadow grass) seeding was highly active and although not such an issue in bowls from a play point of view, Poa is very susceptible to most pathogens (diseases) and improving the cultivar composition with more desired fine turf species should be a priority.
- Visible Basidiomycete is destructive as it develops the hydrophobic (water repellent) rootzones which are affecting plant health and canopy density outcomes, the regular use of surfactants will help alleviate the pressure from this pernicious family of pathogens and needs to be introduced on a more regular basis.
- Anthracnose (*Colletotrichum cereale*) paths were visible on many grass plants; however, they were inactive at the time of my visit and did not require any remedial inputs from the maintenance team.
- Leaf spot pathogen was on many grass plants and although active were not at a sufficient threshold to cause the need for remedial, physical or chemical inputs.
- Etiolated growth sometimes called ghost grass was also expressing and most likely due to the extremely low activity from a *Microdochium* (fusarium) infection, again as with the other disease activity, the resilience in the turf grasses is excellent and these grasses will return to normal growth patterns without any loss in the coming days. Continue to monitor the greens for any possible increase in *Microdochium* activity.
- Anthocyanin production, a natural process in which sugars produced by the plant are chemically trapped within the plant, due to temperature changes primarily, which is obvious with a red hue across both greens. This phenomena will grow out naturally as the plants return to their normal growth habits as the current challenging weather period ends.
- Moss plants and surface Algae were visible in some of the stressed sections. Remedial maintenance inputs are enough to deal with the current levels of infestation.
- The Greens are in particularly good condition and the teams should continue with the current robust maintenance programme with an eye on combating the basidiomycete activity in the coming seasons.

## Sports Pitches

- Weather and temperatures were as above and without contradiction I must highlight the need for the Welshpool Town Council team to be congratulated for the quality of surfaces produced. The low inputs and high play volumes should result in a much different outcome, but with a diligent regularity and patience in inputs the team continue to produce standards well above the results expected. I am not suggesting things are perfect, of course there are obvious surface and plant challenges, but credit must be given for the surface quality outcomes in the extremes that these sports pitches operate within. Very well done all.
- Surface wear resulting in some plant losses are apparent and can be reduced if rotation in training/warm up sections is exercised and the turf doctor on site is reconfigured or a new one purchased to allow transplanting at a depth that supports immediate surface use.
- Moisture was almost non-existent in the upper rootzones, however root growth was incredibly good and although the plants are in drought conditions, they are showing great resilience due to the length of root able to locate trapped capillary water in the lower rootzone sections.
- Firmness will become an issue if water is not applied soon to all of these sports pitches, future planning should include the purchase of a Verti-Drain aerator (or similar) as in-house control of these operations are required to continue to get the best out of the pitches, likewise the annual physical maintenance inputs are low and if they were to be removed, then very quickly the pitches would deteriorate to virtually unplayable conditions
- Anthracnose (*Colletotrichum cereale*) pathogens were visible on many grass plants; however, the acervuli and hyphae noted were inactive at the time of my visit and did not require any remedial inputs from the maintenance team.
- Leaf spot pathogen was also visible on some grass plants and although active were not at a sufficient threshold to cause the need for remedial, physical or chemical inputs.
- Anthocyanin production, a natural process in which sugars produced by the plant are chemically trapped within the plant, due to temperature changes primarily. is obvious with a red hue across many sections of the sports pitches, this phenomena will grow out naturally as the plants return to their normal growth habits as the current challenging weather period ends.
- Goalmouths across all football pitches need releveling and a plan of action with a turf doctor was discussed.
- Marking lines was also discussed as was vertical drainage to the rear of the rugby pitch and with the low-cost inputs, which, if adopted, we can support improved year-round turf performance.



## Record of Site Conditions



Photos 1 & 2: Surface density was actually particularly good in the very dry conditions of late.



Photo 3: Dry rootzones are noted with an obvious organic mat, consider testing for organic matter content. However, considering the challenges positive root growth is exhibited across both greens.



Photo 4: Basidiomycete fungi (fairy ring) activity impacting on grass plant health throughout both greens.



Photo 5: Annual meadow grass seeding was active due to several environmental pressures with the primary issue the rootzone hydrophobicity due to fairy ring activity.



Photo 6: Surface wear is exacerbated by the hydrophobic conditions.





Photo 7: External vegetation is also impacting surface quality.



Photo 8: Evidence of pathogenic activity within the sward canopy.

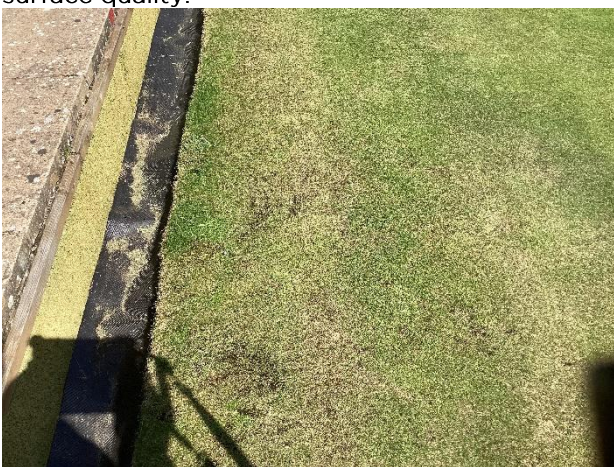


Photo 9: Moss and Algae infestation within the bowls green surfaces.



Photo 10: Collapsed edging will impact both play outcomes and plant health outcomes.



Photo 11: Hydrophobic rootzones despite immediacy of the irrigation system.



Photo 12: Dry and pressured looking plants but an outstanding canopy density in the current conditions.





Photos 13 & 14: Drought conditions with plants close to their wilting point, however, evidence of positive root growth throughout the pitches exists.



Photo 15: The cricket square is of decent standard.



Photos 16, 17 & 18: Pathogenic and algae expressions alongside worm and insect activity.



Photo 17: Ref photo 16.



Photo 18: Ref photo 16.





Photos 19 & 20: Weed control is carried out annually and is minimal throughout the sward on all viewed sports pitch areas.



Photos 21 & 22: Sward density and canopy closure is outstanding across all viewed areas. Some of the best quality outcomes I have seen when judged against similar surfaces and maintenance input regimes.



Photo 23: Goalmouths are a concern. Regain levels using a turf doctor.



Photo 24: Aeration of any type is good aeration, using slit tines, solid tines, hollow tines, air or hydro injection are all positive ways of oxygenating rootzones.



## Discussion & Recommendations

### Bowling Green

- Regularly brush the surface to stimulate plant growth and remove any potential for knap. Forming an upright growth habit will support better quality grasses and a dense tiller throughout the greens surfaces.
- The year-round use of surfactants (Wetting agents) will reduce the fairy ring activity, promote an improved density, and grass plant resilience in these weakened thinning sections.
- Carry out a loss on ignition organic matter volume test at four times twenty-millimetre horizons on both greens. The results of this test will help guide the maintenance strategy for the coming seasons.
- Aeration should be carried out regularly and the introduction of Sarel rolling considered a necessary part of any maintenance inputs. Carry out Sarel rolling on a bi-weekly inputs strategy, particularly to the heavy used sections such as the rink heads, this will facilitate a surface oxygenation and improve as well as prolong the life of the surface.
- Inter-seeding with suitable fine turf cultivars such as bent and fescue should be diluted when required with an Ultra fine ryegrass on the higher wear sections, at all times introducing a mycorrhizal fungal inoculant to the seeds prior to sowing.
- Continue with your maintenance plans already in place but look to adopt the suggestions above to accelerate the development of the bowls greens surfaces. The adoption of the above practices will improve the quality of your surfaces and bowling experience as well as expanding the lifespan of the surfaces in-situ.

### Sports Pitches

- Aeration is required to be carried out more often across all of the sports pitch sections and the increased use of a Verti-Drain (at least quarterly) would be advised. Plan to purchase a Verti-Drain machine at the earliest opportunity.
- The availability of a large bowser in place of an irrigation system would be a help for the surface condition, controlling water inputs in drought conditions will guarantee the surface life and reduce the need for any potential major remedial renovations.
- Organic matter volumes should be a priority and testing of all sports pitch areas should be considered a pre-requisite to any or all future maintenance regime plans. Knowledge of the organic matter accumulations will allow for a more structured approach to gain even greater outcomes with the minimal maintenance inputs.
- Regular brushing of all surfaces will support improved density and tiller as well as remove the build-up of surface algae. Plan to brush weekly, where possible, in the coming seasons
- Inter-seeding with suitable ryegrass cultivars coated with a mycorrhizal inoculant, this will improve surface condition and rootzone condition for many seasons to come and operations should be planned between two and four times per annum where possible.
- Continue with annual maintenance plan in its current state, knowledge of soil chemistry and organic matter volumes will allow for a more concrete plan and even support for potential for delay or increased demand in certain less intrusive inputs if analysis proves favourable.

Signed



Gary Smith, MBPR, FQA  
Senior Agronomic Consultant  
M: 07977 051372  
t. +44 (0)1274 565131  
e. [gary.smith@strigroup.com](mailto:gary.smith@strigroup.com)

STRI Group  
St Ives Estate, Bingley  
West Yorkshire BD16 1AU  
**t** +44 (0)1274 565131  
**e** [enquiries@strigroup.com](mailto:enquiries@strigroup.com)

**[strigroup.com](http://strigroup.com)**



## **Appendix D**



## Detailed Income &amp; Expenditure by Budget Heading 05/06/2025

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Operations &amp; Development</b>								
<b>100 Town Hall</b>								
1100 Income -Corn Exchange	453	1,028	7,000	5,972			14.7%	
1105 Income -Assembly Rooms	504	674	1,800	1,126			37.5%	
1110 Income -Other Rooms	80	80	1,000	920			8.0%	
1120 Income -Telephone Mast Rental	0	0	5,000	5,000			0.0%	
<b>Town Hall :- Income</b>	<b>1,038</b>	<b>1,783</b>	<b>14,800</b>	<b>13,017</b>			<b>12.0%</b>	<b>0</b>
4000 Salary	4,174	8,306	68,355	60,049		60,049	12.2%	
4005 HMRC	1,418	2,769	6,885	4,116		4,116	40.2%	
4010 Pension Payments	431	855	6,657	5,802		5,802	12.8%	
4055 Rates	0	36,068	35,000	(1,068)		(1,068)	103.1%	
4060 Services	2,413	5,928	60,000	54,072		54,072	9.9%	
4085 Repairs & Maintenance	582	1,131	15,000	13,869		13,869	7.5%	
4095 Licenses	0	130	1,500	1,370		1,370	8.7%	
4096 BLT Loan	940	940	0	(940)		(940)	0.0%	
4100 Cleaning & Materials	3,428	5,592	10,000	4,408		4,408	55.9%	
4200 Waste Collection	262	916	1,500	584		584	61.1%	
4202 Consumeables	0	0	500	500		500	0.0%	
4340 Equipment	0	(449)	500	949		949	(89.8%)	
4866 IT Costs	0	0	500	500		500	0.0%	
4875 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4900 Miscellaneous Costs	0	17	1,500	1,483		1,483	1.1%	
<b>Town Hall :- Indirect Expenditure</b>	<b>13,647</b>	<b>62,202</b>	<b>208,897</b>	<b>146,695</b>	<b>0</b>	<b>146,695</b>	<b>29.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(12,610)</b>	<b>(60,420)</b>	<b>(194,097)</b>	<b>(133,677)</b>				
<b>110 Markets</b>								
1200 Income -Market Stalls	1,790	3,376	13,000	9,624			26.0%	
1205 Income -Outdoor Markets	43	178	1,000	822			17.8%	
<b>Markets :- Income</b>	<b>1,833</b>	<b>3,555</b>	<b>14,000</b>	<b>10,445</b>			<b>25.4%</b>	<b>0</b>
4085 Repairs & Maintenance	0	0	750	750		750	0.0%	
4095 Licenses	0	0	500	500		500	0.0%	
4205 Marketing	0	0	250	250		250	0.0%	
<b>Markets :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,833</b>	<b>3,555</b>	<b>12,500</b>	<b>8,945</b>				

## Detailed Income &amp; Expenditure by Budget Heading 05/06/2025

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>130 Recreation</b>								
1340 Income - Rec Club Rents etc	0	0	3,000	3,000			0.0%	
1350 Income -Allotments	75	75	600	525			12.5%	
<b>Recreation :- Income</b>	<b>75</b>	<b>75</b>	<b>3,600</b>	<b>3,525</b>			<b>2.1%</b>	<b>0</b>
4020 Training Staff	1,005	1,005	2,000	995		995	50.3%	
4060 Services	0	0	2,500	2,500		2,500	0.0%	
4085 Repairs & Maintenance	274	500	6,000	5,500		5,500	8.3%	
4202 Consumeables	0	0	500	500		500	0.0%	
4340 Equipment	0	0	2,500	2,500		2,500	0.0%	
4341 Play Equipment	0	650	10,000	9,350		9,350	6.5%	
4342 Play Area Fencing	0	0	16,000	16,000		16,000	0.0%	
4345 End of Season Works	0	0	20,000	20,000		20,000	0.0%	
4355 Country Park Lease	0	0	400	400		400	0.0%	
4360 Outer Park Lease	0	0	1,000	1,000		1,000	0.0%	
4365 STRI/ROSPA	0	0	1,500	1,500		1,500	0.0%	
4375 Memorial Garden	0	0	250	250		250	0.0%	
4380 Allotment costs	0	0	300	300		300	0.0%	
4400 Vehicles	3,125	3,125	0	(3,125)		(3,125)	0.0%	
4401 Vehicle Running Costs	0	322	1,000	678		678	32.2%	
4875 Health & Safety	0	16	250	234		234	6.5%	
4900 Miscellaneous Costs	0	0	100	100		100	0.0%	
<b>Recreation :- Indirect Expenditure</b>	<b>4,404</b>	<b>5,619</b>	<b>64,300</b>	<b>58,681</b>	<b>0</b>	<b>58,681</b>	<b>8.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,329)</b>	<b>(5,544)</b>	<b>(60,700)</b>	<b>(55,156)</b>				
<b>140 Street Scene</b>								
4000 Salary	4,124	8,159	65,079	56,920		56,920	12.5%	
4005 HMRC	1,329	2,687	6,566	3,879		3,879	40.9%	
4010 Pension Payments	467	920	4,662	3,742		3,742	19.7%	
4020 Training Staff	0	0	1,000	1,000		1,000	0.0%	
4025 Uniforms	52	52	500	448		448	10.3%	
4026 PPE	0	0	500	500		500	0.0%	
4065 Mobile Phones	16	16	200	184		184	7.8%	
4085 Repairs & Maintenance	120	450	1,200	750		750	37.5%	
4200 Waste Collection	761	761	2,500	1,739		1,739	30.4%	
4340 Equipment	0	449	3,000	2,551		2,551	15.0%	
4400 Vehicles	1,015	1,937	5,400	3,463		3,463	35.9%	
4401 Vehicle Running Costs	0	17	1,500	1,483		1,483	1.1%	
4515 Buttington Cemetery	0	0	1,500	1,500		1,500	0.0%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
<b>Street Scene :- Indirect Expenditure</b>	<b>7,883</b>	<b>15,446</b>	<b>93,807</b>	<b>78,361</b>	<b>0</b>	<b>78,361</b>	<b>16.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(7,883)</b>	<b>(15,446)</b>	<b>(93,807)</b>	<b>(78,361)</b>				

14:55

## Detailed Income &amp; Expenditure by Budget Heading 05/06/2025

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>150 Toilets</b>								
4060 Services	605	1,479	3,000	1,521		1,521	49.3%	
4085 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4100 Cleaning & Materials	0	0	15,000	15,000		15,000	0.0%	
<b>Toilets :- Indirect Expenditure</b>	<b>605</b>	<b>1,479</b>	<b>19,000</b>	<b>17,521</b>	<b>0</b>	<b>17,521</b>	<b>7.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(605)</b>	<b>(1,479)</b>	<b>(19,000)</b>	<b>(17,521)</b>				
<b>160 Motte &amp; Bailey Castle</b>								
4055 Rates	0	582	0	(582)		(582)	0.0%	
4060 Services	10	39	1,200	1,161		1,161	3.3%	
4085 Repairs & Maintenance	13,826	13,838	5,000	(8,838)		(8,838)	276.8%	
4095 Licenses	0	0	1,350	1,350		1,350	0.0%	
4550 Rent Private Land	0	3,000	3,000	0		0	100.0%	
<b>Motte &amp; Bailey Castle :- Indirect Expenditure</b>	<b>13,836</b>	<b>17,460</b>	<b>10,550</b>	<b>(6,910)</b>	<b>0</b>	<b>(6,910)</b>	<b>165.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(13,836)</b>	<b>(17,460)</b>	<b>(10,550)</b>	<b>6,910</b>				
<b>190 Ann Holloway Centre</b>								
1110 Income -Other Rooms	347	694	5,000	4,306			13.9%	
1300 Income - Rent	50	75	0	(75)			0.0%	
1635 Income -Lease	0	0	6,000	6,000			0.0%	
<b>Ann Holloway Centre :- Income</b>	<b>397</b>	<b>769</b>	<b>11,000</b>	<b>10,231</b>			<b>7.0%</b>	<b>0</b>
4060 Services	1,186	3,271	12,000	8,729		8,729	27.3%	
4085 Repairs & Maintenance	807	1,537	5,000	3,463		3,463	30.7%	
4100 Cleaning & Materials	143	143	4,000	3,857		3,857	3.6%	
4200 Waste Collection	0	0	1,500	1,500		1,500	0.0%	
4866 IT Costs	0	0	200	200		200	0.0%	
4875 Health & Safety	0	0	200	200		200	0.0%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
<b>Ann Holloway Centre :- Indirect Expenditure</b>	<b>2,136</b>	<b>4,951</b>	<b>23,100</b>	<b>18,149</b>	<b>0</b>	<b>18,149</b>	<b>21.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,738)</b>	<b>(4,181)</b>	<b>(12,100)</b>	<b>(7,919)</b>				
<b>200 Meals on Wheels</b>								
1650 Income -Meals on Wheels	1,931	5,515	20,000	14,485			27.6%	
<b>Meals on Wheels :- Income</b>	<b>1,931</b>	<b>5,515</b>	<b>20,000</b>	<b>14,485</b>			<b>27.6%</b>	<b>0</b>
4000 Salary	1,131	2,339	21,735	19,396		19,396	10.8%	
4005 HMRC	340	681	801	120		120	85.0%	
4100 Cleaning & Materials	0	0	500	500		500	0.0%	

Continued over page

## Detailed Income &amp; Expenditure by Budget Heading 05/06/2025

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4202 Consumeables	0	0	250	250		250	0.0%	
4340 Equipment	0	0	500	500		500	0.0%	
4400 Vehicles	0	211	4,000	3,789		3,789	5.3%	
4710 Meal Costs	501	1,041	8,000	6,959		6,959	13.0%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Meals on Wheels :- Indirect Expenditure	<b>1,973</b>	<b>4,272</b>	<b>35,986</b>	<b>31,714</b>	<b>0</b>	<b>31,714</b>	<b>11.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(42)</b>	<b>1,244</b>	<b>(15,986)</b>	<b>(17,230)</b>				
Operations & Development :- Income	<b>5,274</b>	<b>11,697</b>	<b>63,400</b>	<b>51,703</b>			<b>18.4%</b>	
Expenditure	<b>44,484</b>	<b>111,429</b>	<b>457,140</b>	<b>345,712</b>	<b>0</b>	<b>345,712</b>	<b>24.4%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(39,210)</b>	<b>(99,731)</b>	<b>(393,740)</b>	<b>(294,009)</b>				
Grand Totals:- Income	<b>5,274</b>	<b>11,697</b>	<b>63,400</b>	<b>51,703</b>			<b>18.4%</b>	
Expenditure	<b>44,484</b>	<b>111,429</b>	<b>457,140</b>	<b>345,712</b>	<b>0</b>	<b>345,712</b>	<b>24.4%</b>	
<b>Net Income over Expenditure</b>	<b>(39,210)</b>	<b>(99,731)</b>	<b>(393,740)</b>	<b>(294,009)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(39,210)</b>	<b>(99,731)</b>	<b>(393,740)</b>	<b>(294,009)</b>				