

## CYNGOR CYMUNED LLAN LLŶR/LLANYRE COMMUNITY COUNCIL

A meeting of Cyngor Cymuned Llan Llŷr/Llanyre Community Council was held at Llanyre Church Hall on Tuesday, **18<sup>th</sup> SEPTEMBER 2018**.

**Present:-** H. Lewis (Vice Chairman acting as Chair)

Councillors: Mrs. T. Field, , S. R. Powell, M Davies, M. Watkins.  
County Councillor Claire Mills.

### **158/18 APOLOGIES FOR ABSENCE**

Councillors: G. Rees, L. Smith, P. Stevenson, S. Jones.

### **159/18 DECLARATIONS OF INTEREST**

None

### **160/18 MINUTES**

After two alterations (Correction of name – Watkinson to Watkins and amendment P56, para156/18e from Llanyre Hall to Llanyre Church Hall), the Chairman was authorised to sign as a correct record the Minutes of the meeting held on 17<sup>th</sup> July 2018.

### **161/18 MATTERS ARISING (from the Meeting held on 19<sup>th</sup> June, 2018)**

#### **(a) Public Toilets, Llanyre (Ref. Min. 151/18(a))**

Electricity – 44871      Water – 649

#### **(b) Public Toilets, Newbridge-on-Wye (Ref. Min. 151/18b))**

Electricity – 99762      Water – 3828320.

Cllr M Davies presented an invoice from NoW Carnival Commiitee for materials for renovations to the Toilets – it was agreed to pay this inclusive of VAT which is irrecoverable as the Carnival Committee are not VAT registered.

#### **(c) Newbridge-on-Wye Recycling Site (Ref. Min. 151/18(c))**

The site continues to be tidy and in good order. Nothing further to report.

#### **(d) Llanyre Recreation Field:**

(i) Recreation Field (Ref. Min. 151/18(d)) – the cutting and baling was discussed **it was agreed that an Action Plan should be put in place for next year** including looking into grazing the field with a view to income generation for the recreation areas.

(ii) Play Area (Ref. Min. 151/18(d)) – Cllr Mills advised that she had contacted Mr Gealey (PCC) and he would carry out the annual inspection.

(iii) Pritchard Recreation Ground (Ref. Min. 151/18(d)) –the drains have been unblocked including accessing a pipe, the access has been covered by a temporary cover. Agreed to ask **Cllr Smith to enquire into the cost of a steel cover.**

(e) Newbridge-on-Wye Playing Field (Ref. 151/ 9(e)) – the grass here has been cut.

(f) Finance

(i) See minute 168/18

(g) Correspondence, Member Discussions and AOB

- (i) Turbaries: still no reply from NRW **agreed Cllr Lewis will contact.**
- (ii) No comments regarding consultations
- (iii) No further correspondence received.

### **162/18 PLANNING APPLICATIONS**

It was noted that planning application advice is circulated to members by email when received as the deadline for comments has often expired by the meeting date. It was noted that it was local hearsay that there was a proposed development to a house near the Garage in NoW but no information had been received through PCC Planning Dept – members will seek further information. **It was agreed that when possible location plans for applications should be circulated** to enable members to better identify proposal locations.

### **163/18 FINANCE including INVOICES FOR PAYMENT**

Balances in hand as at 18/09/18:

Current Account       £ 9,078.01  
Savings Account       £ 2,200.14  
                                  £11,278.15

Ring Fenced balances:

Recycling  
Llanyre                   £335.61  
Newbridge-on-Wye     £358.74  
                                  £694.35

**Available Funds:       £10,583.80**

- (i) A Balance Sheet for August had not been prepared as the bank Statement was yet to be received. However, the clerk advised that a precept payment of £3,901.87 had been received on 31/08/18 and there were currently no uncleared payments. Cheques were issued for the invoices presented.
- (ii) **The accounts and audit statement for the 12 months to 31 March 2018 had been submitted to and received by external auditors.** To date there had been only 3 queries: 1. signing date for the minutes of the meeting at which the accounts were agreed, as this was the July meeting the minutes had not been formally signed until this meeting however, draft copies had been sent to the auditor. 2. Evidence of the reduced precept payment resulting from the cost of elections. A letter of explanation of this from PCC had been scanned to the auditor. 3. A letter of appointment of the internal auditor. The Clerk advised that this had not been completed however, the auditors had been advised that the internal auditor had been used on previous occasions. Mr Price had been contacted to ask if he could briefly confirm his experience and competence and that if time had allowed he would have signed the good practice template letter of appointment preferred by the external Auditors. **There was a vote of thanks for the work that Mr Price had undertaken** at such short notice and it was **agreed to send a letter of thanks along with an update of the Council's progress in addressing his recommendations.** The Clerk updated the progress of actions to address the Internal Audit report.

Recommendation	Action	Who	When
1	Continue to seek copies of missing invoices	Clerk	ongoing
2	Fees and expenses to be identified, paid and recorded separately An expenses claim form to be set up	Clerk	By 30/11/18
3	Set up written practice and procedures	Clerk	By 31/12/18
4	Set up management accounts and review regularly	Clerk/Cllrs	Complete

5	Register as employer with HMRC, set up wages payment scheme with WCVA (agreed in July)	Clerk	Ongoing
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- (iii) Members received and considered management accounts based on the budget headings set in 2017 for the 2018/19 financial year. It was agreed that the information was useful and that it should be updated again in 3 months (this would be useful as part of the 2019/20 budget setting process). Over time it is intended to improve the detail of the budget headings. It was noted that there were variable payments for toilet cleaning based on the number of days in each month and it was agreed, subject to the agreement of the cleaner, to streamline payments by making a set payment each month. It was noted that toilet cleaning costs are contracted and in order to reduce the paperwork of the supplier it was agreed to suggest to him the issue by the Council of monthly self-billing invoices. The good work and value for money of the current cleaner was acknowledged. It was agreed that current costs for grass cutting/gardening should be recorded as ground maintenance costs, with exceptional additional expenses being identified specifically. **It was agreed that procurement of 2019/20 ground maintenance be considered at the next meeting.**

#### **164/18 CORRESPONDENCE**

- (a) Expressions of Interest for co-option – there had been none and it was agreed to extend further the closing date for applicants.
- (b) Information item: TCC Review Findings - Noted
- (c) Information item: Boundaries Commission Noted
- (d) Information item: Community Grants for Capital Projects (PCC) Noted and suggested it should be advised to the Llanyre Church Hall Renovation Group
- (e) Consultation: Petroleum Extraction - Noted
- (f) Consultation Toilet Strategy: survey be completed
- (g) Consultation Welsh Language: it was noted that the closing date had passed but a watching brief be kept for legislation updated
- (h) Consultation Growing Mid Wales: Noted that this was important to the local economy and would probably influence support to local business development.
- (i) Consultation Dog banning: maintain watching brief and await updates – no LA public land identified in the community.
- (j) Planning Aid Training: no members could commit to attending this event which was noted as quite expensive
- (k) OVW Training: It was proposed that if able to attend the clerk be funded to attend Module 4 and to enquire further about module 20.
- (l) OVW Conference: both nominated OVW representatives noted that this was not a key event and that the high cost of £85 may be better spent on other more specific training activity.
- (m) Request for donation: Welsh Talking Books. A request was received for the CC organisw a fund raising event. **It was agreed that to advertise the activities of the group on the community information boards and to give a donation of £50.00**
- (n) Land at Llywn Celyn – potential asset transfer. PCC requested contact from the Community Council regarding this, as there was no detail **it was agreed to request further information for consideration at a future meeting.**

#### **165/18 LOCAL MEMBER UP-DATE**

Brought forward to before item 164.

Cllr Mills confirmed Steve Gealy had agreed to undertake the Playground inspections at no charge and she was in contact with him to facilitate this. She was able to confirm that road sweeping and cleaning had been undertaken in Llanyre by PCC but it was unlikely that there would be a second sweep this year. Cllr Mills offered to contact BT about the removal of the Llanyre Call box, which although decommissioned had been

the subject of an enquiry regarding its future and interest in preserving it as a community asset by the Community Council some years ago. Clerk to check past minutes for details.  
The chairman thanked Cllr Mills who left at 8.40pm.

**166/18 MEMBER DISCUSSION and ISSUES NOT ON THE AGENDA**

- (a) Llanyre Notice board – **agreed to view and plan renovation needs**
- (b) Footpaths – holes identified had been repaired by PCC.
- (c) NoW toilet taps – have been repaired, it was noted that the broken tap will increase the water consumption
- (d) **Neighbours gardens shaded by trees** – it was agreed this was a private issue between neighbours.
- (e) Llanyre phone box – Cllrs were disappointed that the box had been removed by BT without notice although the Community Council had indicated an interest to adopt the box when it was decommissioned some years ago. Although it was understood that there would be costs in to do this in respect of either maintaining or disconnecting the electricity supply. **Cllr Mills agreed to contact BT**
- (f) Pollution Llanyre Brook – having received the notification from a local resident members had seen the incident site and the clean-up action taken. There was to date no knowledge of who had caused the incident
- (g) Grit Bins and gutters: it was noted that the road sweeper had been through Llanyre and **it was agreed to contact PCC to request additional grit bins.**
- (h) Bike Track – **agreed to defer to next meeting**
- (i) Website ‘repairs’ – some work had been undertaken to reinstate the website. It was advised that it may cost about £150 to have expert support but this was necessary. A budget of up to £175 was agreed.
- (k) Brown Signs for the Church Hall – **it was agreed to support any planning application by the Church** to install signs and that the cost should be included in the Group’s Stage Two Renovation budget.
- (l) A request had been made by a member of the public to discuss Llanyre Christmas Lights. **It was agreed to defer this until the next meeting** for more information.

**157/18 DATE OF NEXT MEETING**

The date of the next meeting was confirmed:  
**Tuesday, 16<sup>th</sup> OCTOBER 2018, at 7.30 pm at Llanyre Church Hall**

The Community Council Meeting was closed at 9.40 pm before members opened a meeting of Custodial Trustees of the Newbridge-on-Wye Community Centre.

**GERAINT REES (Chairman)..... Date.....**

**Meeting of the Custodial Trustees of Newbridge-on-Wye Community Centre:**

at Llanyre Church Hall on Tuesday, **18<sup>th</sup> SEPTEMBER 2018** at 9.20 pm.

**Present:-** H. Lewis (Vice Chairman acting as Chair);

Councillors: Mrs. T. Field, , S. R. Powell, M Davies, M. Watkins.

**Apologies for absence**

Councillors: G. Rees, L. Smith, P. Stevenson, S. Jones.

**NEWBRIDGE-ON-WYE COMMUNITY CENTRE**

- The notes of the previous meeting were considered and approved
- Correspondence from the head teacher of Newbridge on Wye School was read. The issues were noted and it was agreed to contact Cllr Rees to seek a way forwards and to ask him to respond. It was agreed to set an agenda item to consider what help members could give to him address operational issues in the future.

The meeting closed at 9.50 pm.

**GERAINT REES (Chairman)**

**DATE**