

## **Llanfechain Community Council**

Cyngor Bro Llanfechain

www.llanfechain.org.uk

A meeting was held on July 11th 2017 at Llanfechain Memorial Hall

### **PRESENT**

Cllr G Marshall (Chair)

Cllr B Ellis (Vice Chair)

Cllr A Jones

Cllr D I Jones

Members of the public 3

Cllr S Marshall

Cllr G Jones

Cllr C Richards

County Cllr G Thomas

### **1. APOLOGIES**

No apologies had been received

### **2. DECLARATIONS OF NEW Councillors**

The Chair welcomed 4 new Councillors who had been co-opted at the last meeting. All Councillors had received and read the current Code of Conduct. All 4 Councillors signed the declaration to abide by the Code, which was witnessed by the Proper Officer.

### **3. MINUTES FROM THE PREVIOUS MEETING**

The minutes from the June meeting were accepted as correct and duly signed off by the Chair.

### **4. DECLARATIONS OF INTEREST**

There were no declarations declared for the current meeting, but Cllr Richards declared that he is currently a member of the Liberal Party, is a Director of the Community Shop and is also the Chair of the Board of Governors at Llanfechain Primary School.

### **5. MATTERS ARISING**

#### **ACTION LOG**

The Chair firstly explained to the new Councillors how Matters Arising had been replaced with an Action Log and how it will be created throughout the meeting, listing actions having a unique number that have or need to be addressed in the future; it will be linked to both the minutes and the agenda.

#### **Action 4**

The Chair had spoken with the Head of the Primary School concerning the proposed competition for the children to design posters for the campaign against dog mess being left in the area. It was considered that a different design could be displayed each month, to keep reminding dog owners of their responsibilities. As the end of term was imminent, Cllr Richards, as Chair of School Governors confirmed the project would commence in the new term.

*To be actioned by Cllrs S Marshall & Cllr C Richards*

#### **Action 5**

Cllr S Marshall had spoken with the Cluster Group about the benefits of attending One Voice Wales monthly meetings. It was considered that the meetings could be very informative about current issues in Powys and issues affecting other Councils. It was decided that Cllr S Marshall would attend the next meeting, and that it would be less onerous if the attendance of meetings was rotated amongst all Councillors.

*To be actioned by Cllr S Marshall*

#### **Action 7**

Mr D Ward, the current web master for the Council web site had sent a letter of resignation; he will officially resign at the end of September. The Chair thanked him for the many years of service he had voluntarily given in creating and running the website. The Chair asked if she could meet up with him before then, in order to discuss and agree the handover of the website.

To be Actioned by Cllr G Marshall

Action 8

It was agreed to delay arranging a meeting with an accountant to discuss the management of financial reserves and balances after a new Clerk had been engaged.

Action 9

Suggestions for the Business Plan have been requested in the newsletter with a response date of 25<sup>th</sup> August, when they will be considered.

Action 15

The Chair had met with the current Head of Llanfyllin High School to discuss the engagement of young people with the Community Council. He was very keen to support the project, and proposed that the members from the council hold a presentation at one of their assemblies in September, when a new Head will be appointed. The Chair will also contact other local councils with a view of extending the project.

Actioned by Cllr G Marshall

Action 23

The Clerk had received 2 complaints from residents about dog mess outside their properties. One complaint was near the River Cain, the other on FP17, between the playing field and the main road. It was agreed to display a poster by the play equipment at the beginning of the FP, and to offer the owner of the adjoining property with the FP, one that could be displayed on their fence. There had been no news of signage provision from Powys CC; County Cllr Thomas agreed to contact the relevant department. Although Council had agreed to await the signage from Powys CC before distributing the Dog mess flyers, it was agreed this should happen over the summer.

To be actioned by County Cllr Thomas

Action 33

Cllr S Marshall had made enquiries about Place Plans after receiving an invitation to attend a workshop. County Cllr Thomas stated that although it was a new initiative from Powys CC, he considered that it would have no impact to Community Councils responding to planning applications.

Action 35

Although the gullies around the village have finally been cleaned, reports of blocked gullies were received from the Stryd y Ceunant area and the road leading to Branäs.

To be actioned by County Councillor Thomas

Action 36

The Clerk had made enquiries about the ownership of the wooden fence by the Hall car park and had been informed that it is the property of the Memorial Hall. Although an adequate repair had been made to one of the damaged posts, it had still not been confirmed that a 2<sup>nd</sup> post would be repaired by the MH Committee. The Clerk was asked to remind them that this was a Health & safety issue and should be attended to.

To be actioned by the Clerk

Action 37

The draft contract had been received from Powys CC's legal department concerning the freehold asset transfer of the playing field to the Community Council. The Clerk was asked to engage a solicitor, to act on behalf of Llanfechain CC, and arrange a meeting for Cllrs G Marshall and Ellis.

To be actioned by the Clerk

Action 38

No further correspondence had been received from the Memorial Hall Committee concerning the prevention of the disabled access being inappropriately used. Cllr S Marshall volunteered to contact their Chair.

To be actioned by Cllr S Marshall

Action 42

The Clerk had made enquiries concerning archiving some of the Council's documents and had been advised to contact Powys Archives. The documents will be transferred to them via Llanfyllin Library.

To be actioned by the Clerk

Action 43

The Chair had been in the process of setting up "Google Drive" to enable both Councillors and the public to access certain documents. This item will be further discussed after the summer recess.

To be actioned by Cllr G Marshall

Action 45

The Clerk had made enquiries about inviting One Voice Wales to conduct a "new councillor induction" course, in Llanfechain. The cost quoted was more than expected and it was decided to forgo the offer at this time.

Action 46

Dyfed/Powys Police had requested that Llanfechain CC state the preferred language for future correspondence from them. Councillors agreed on the bi-lingual option.

To be actioned by the Clerk

**6. REPORT FROM POWYS COUNTY COUNCIL**

County Councillor Gwynfor Thomas reported that Powys CC had confirmed that the recycling centres would be re-opening 5 days a week, starting in September. Funding the increased hours was still undecided.

**7. Recreation Field**

- a) The inspection sheet for July had been received. No new issues had been raised. A letter received from the owners of Garmon House confirmed that they would be responsible for the maintenance of the hedge bordering the playing field and their property, and that it would be cut by contractors at the appropriate time. The Chair suggested a letter of thanks be sent to them, to thank them for their continued maintenance of the hedge.

To be actioned by the Clerk

- b) Mrs H Renwick confirmed that the lottery bid submission had been unsuccessful due to misunderstandings and overlooked information on the application. The Playground Committee had recently held their AGM and had agreed that another bid for funding would be made later in the year, as the application process was undergoing some changes and new criteria would be made available after July. She asked if the Community Council could arrange a professional inspection of the existing equipment, as one had not been undertaken since 2014, and she considered that a more up to date inspection might aid any future applications for funding.

Councillors considered that it would be a good idea for an inspection, as in comparison, the cost would be quite low, if it saved a child from being injured on faulty equipment. Cllr Richards proposed that ROSPA be asked to make an inspection at an approximate cost of £90, Cllr Ellis seconded; agreed by all other Councillors.

Mrs. Renwick thanked the Chair for her offer of liaising with the Council to assist in completing the new application in the autumn.

To be actioned by the Clerk

- c) Action 37 above

- d) Advice had been received from Zurich insurance about using the field for events organised by parties other than the Council. Only events organised by Llanfechain CC are currently covered by their insurance.
- Anyone intending to use the field should first gain permission from Llanfechain CC
  - Public insurance for the event would be mandatory and a copy of that insurance to be sent to the Clerk
  - A risk assessment should always be undertaken by both parties prior to the event and a copy sent to the Clerk.

A risk assessment template would be provided for the use of anyone wishing to use the field.

*To be actioned by the Clerk*

- e) The Council had yet to receive any communication or contribution from Llanfechain FC towards the maintenance of the field this year. Cllr Ellis said he would speak with the club.
- To be actioned by Cllr Ellis*
- f) Consideration was given to making a charge to hirers of the field, but no conclusion was reached. To be included on the agenda for the next meeting.

## 8. **CLUSTERING**

Cllr S Marshall had attended the last meeting on 29/6/2017. The company has been incorporated with 8 out of 12 communities signing up. Director for Powys CC, David Powell had attended the meeting, but he appeared to lack any statistics on the services that Powys CC actually provides to the communities.

He asked that each community produce a service delivery catalogue for submission to the cluster group, and to be forwarded to Powys CC. The Chair asked Cllr S Marshall to obtain a copy of the Memorandum of Understanding. Powys CC has decided that they will fund the costs of running Llanfyllin Library for a further 12 months.

*To be actioned by Cllr S Marshall*

## 9. **DOG MESS**

Action 23 above

## 10. **HIGHWAYS**

Action 35

## 11. **COUNTRYSIDE SERVICES**

An update had been received concerning the replacement bridge at Brongain. Meetings had been held with the engineers and Natural Resources Wales, to look at proposed river bank protection works. Highways are drawing up a scheme for the riverbank to submit to NRW for approval and licensing.

## 12. **FINANCE**

- a) The Clerk had submitted a claim, which covered the last 2 years, to recover VAT of £222.60.
- b) A donation request had been received from the Village Show Committee. Cllr G Marshall proposed a donation of £300, Cllr Ellis seconded, all cllrs agreed.
- c) Community Council Business Plan. Action 9 above.
- d) The Clerk had produced a quarterly budget, there were no questions. The Council at this time is slightly over the budget due to repairs of the information board at the mount and insurance costs due to an increase in insurance tax.

### 13. **CLERK'S RESIGNATION**

The Clerk had sent a letter of resignation to the Chair, stating that she was prepared to help with a handover period to a new clerk, but would want to finish by the end of September. The Council accepted the resignation and thanked her for her many years of service. The Chair had contacted OVW for guidance in seeking a replacement, as there is a due process to follow. The post will be widely advertised both locally and in the press.

### 14. **CORRESPONDENCE**

- a) **Powys CC** – nominations for standards sub- committee. As the nominees were not known, it was decided not to vote
- b) **MontytraX** – a request had been received to make a presentation at a meeting, a request had also been received for a supporting letter for their initiative to be written by LCC, as evidence on how beneficial the scheme is proving. It was agreed to invite them to the September meeting, which would then give a clearer understanding of their aims and local benefits, before writing a letter. It was suggested that the Council discuss with MontytraX the option to host the next event from Llanfechain Recreation Field. Cllr Jones to approach MontytraX To be included on the agenda for the next meeting.  
*To be actioned by Cllr I Jones*
- c) **Powys Teaching Health Board** –invitation to the people of N Powys, to view the results of their consultation on dementia.

### 15. **INVOICES TO BE PAID THIS MONTH**

- A. D Ward annual web site fees £ 41.98 inc VAT. Proposed payment Cllr G Marshall, seconded Cllr Ellis, all councilors agreed.  
Clerk's quarterly Invoice Wages £703.63, office expenses £20.92. Proposed payment Cllr Ellis, seconded Cllr S Marshall, all councilors agreed.

### 16. **BANK STATEMENTS CURRENT BALANCES**

Community Account - £10,209.26  
Business Money Manager Account - £697.64

### 17. **AOB**

Cllr Ellis proposed that the monthly council meetings be moved to 2<sup>nd</sup> or 3<sup>rd</sup> Thursdays if rooms were available.

*To be actioned by the Clerk*

### 18. **LATE CORRESPONDENCE**

- a) Powys CC news release on the confirmation of new opening hours at recycling centres
- b) Welsh Ambulance Services – notice of AGM

The meeting ended at 9.40pm

Date of next meeting TBC

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