

## **Cygnor Bro Llanfechain Community Council**

Minutes of the meeting held on Thursday 25th October 2018 at Llanfechain Memorial Hall

### **Present:**

Cllr G Marshall (Chair)    Cllr G Jones  
Cllr A Whitmore  
Cllr B Ellis  
Cllr S Marshall  
Cllr I Jones

Members of the Public: 1

### **1. Apologies for Absence**

County Cllr G Thomas and Cllr A Jones

### **2. Public Observer Statement**

The public observer statement was read out by the Chair.

### **3. Declarations of Interest in items on agenda**

Planning Application 18/0540/FUL declaration of interest by Cllr B Ellis and Cllr A Whitmore

### **4. Minutes of meeting held on 26th July 2018**

Minutes were confirmed as a correct record. Proposed by Cllr A Whitmore seconded by Cllr B Ellis.

### **5. Matters arising from the minutes not elsewhere on the agenda**

#### **5.1 Highways**

No update due to County Cllr G Thomas absence.

#### **5.2 Community Safety Partnership**

The Powys CSP Website link is:

<http://www.powys.gov.uk/en/democracy/how-the-council-works-in-partnership/powys-community-safety-partnership/> However Cllr A Whitmore noted that this link only provides headline news e.g. homicide review, anti social behaviour relating to tenants and landlords. The website information doesn't devolve down to town level.

#### **5.3 Community Police**

Following on from 5.2 the Clerk has been in touch with the Police to attend a Council Meeting. Cllr A Whitmore has received an email to say that a member of the Community Police can attend a meeting but not until January.

Cllr G Marshall put a proposal forward to invite the Police twice a year to the Council Meetings to provide updates on stats etc. All Councillors agreed. Proposed by Cllr A Whitmore. Seconded by Cllr S Marshall.

#### **5.4 Planning Applications Update**

No update regarding 18/0540/FUL. A number of objections have been raised via the portal.

## **6. Report from County Councillor Gwynfor Thomas**

### **6.1 Glan y Nant bridge**

Completed

### **6.2 Tan y Ffridd Cottage planning**

County Cllr G Thomas asked PCC further about the Tanyfridd and Railway cottage developments to be told that it is within the backlog within planning.

### **6.3 Potholes**

County Cllr G Thomas has shared via email that he is having more concerns directed to him as regards to potholes particularly in the Bodynfoel area.

### **6.4 Dog Fouling Signs**

County Cllr G Thomas has picked the signs up from the Welshpool Depot

## **7. Recreation Field**

### **7.1 Progress on play area**

No update.

Action: Clerk to follow up with Committee Secretary to understand if it is still active as LCC have assigned money in the budget. Need decision by 27th November to be discussed at next Council Meeting.

## **8. Cluster Update**

Cllr Sam Marshall attended a Cluster meeting on Tuesday 23rd October. A draft Memorandum of Agreement and a draft Service Level Agreement (SLA) document have been drawn up. However the SLA was not considered complete and elements of the MoA unclear. An email request has been sent to provide the missing parts of the document.

Cllr G Marshall raised the issue that as it stands the documents drawn up do not provide the correct level of detail and LCC will not be signing. Cllr S Marshall noted that this was the sentiment expressed by representatives from the other communities at the Cluster meeting.

A copy of the agreement has been requested in order for Council members to read and comment for the next Council Meeting

## **9. Finance**

### **9.1 Approval of payments**

Cluster Library Invoice: £273.00

Office expenses £192.13

Memorial Hall 2 Page WW1 Ad £37.28 (funds from ring fenced War Memorial Trust)

Room Hire £120.00

7 Brass Plates for Benches £817.74 (funds from ring fenced War Memorial Trust)

### **9.2 Current balances and signing off of bank statements**

Current Account as of 19/10/2018 = £12,950.74

Deposit Account as of 19/10/2018 = £4,110.40 (including War Memorial monies)

### **9.3 Internal Audit update**

Although a few items were highlighted by the Auditors around the completion of the Audit document the auditors were happy with the submission.

- The use of pencil in crossing out
- Proper segregation of duties Chair was acting as Clerk on this Audit
- Annual Return to be approved at Council Committee Meeting
- Internal Regulations (Cllr G Marshall and Clerk to improve process and build checklist)
- Invoicing
- Staff Costs (e.g splitting of expenses/admin costs)
- High level of general monetary reserves (however Auditors did not take into account the Councils documentation on the War Memorial Trust Fund etc.)
- Engagement letter did not highlight the responsibilities of the person tasked with aiding the Council with the Audit.

have been duly noted for next year.

Cllr G Marshall brought to the attention of the Council the 'Transparency Code'. Councils with a spend of under £25,000 can adopt this practice meaning LCC would not have to spend on external Auditors. As long as there is transparency and we publish both Quarterly and Annual Budgets on the website and village noticeboard that will suffice. To be investigated by the Clerk.

### **9.4 Quarterly Budget**

The Clerk read out the spend for Quarter 2 which equates to £2076.78

In preparation for the budget discussions at the next meeting the Clerk will prepare a budget pack for consideration prior to the meeting. Action: Clerk

### **9.5 Llanfechain FC**

Action: Clerk to send invoice to Llanfechain FC for £145.

## **10. Reports from outside meetings**

### **10.1 Beacon Project & War Memorial Trust**

Councillor S Marshall has been attending the planning meetings.

Beacon to be constructed for the playing field on Memorial Day. The area will be fenced off for safety. Lighting time will be 7pm. Risk Assessment to be drawn up. No need for further Insurance as it is considered by the Insurance Company to be a Special Occasion therefore included in the Councils Insurance. It was discussed that the event needs more advertising Cllr G Marshall has offered to do the design and Cllr I Jones to provide the plywood.

Cllr S Marshall has offered to do up Becca Owens bench. Cllr A Whitmore to help take it up.

Cllr A whitmore waiting for update on additional bench from Wrexham prison.

### **10.2 Community Hall**

No meeting this month therefore no update. However Cllr S Marshall and Cllr G Jones are arranging the bollards to be placed in the Car park to stop cars driving over the crossover.

### **10.3 School Governors**

Cllr A Whitmore noted following the federation of the two schools Llangedwyn and Llanfechain and the decision to federate the school governors he chased up to get on the mailing list. He has now been added and will be able to provide updates.

### **11. Other Matters**

#### **11.1 Bus Stop opposite Maes Mechain**

Historical issue that started back in 2011. There are still issues with the safety of the proposed location of the bus stop however initially, proposal is to see if there is still the funding available from PCC.

Action: Clerk to chase up with PCC.

Alternatives were also discussed. Dial A Ride & Community Transport

Action: Clerk to investigate alternatives

#### **11.2 Replacement Swing Seats**

Payment was agreed for one replacement swing seat with a cost of £154.00

### **12. Correspondence**

#### **12.1 To note correspondence circulated previously**

Planning Applications 18/0641/0642/0643/FUL: no issues or objections

One Voice Wales Response to the Town & Country Planning Order: no issues

PCC LDP Adopted Supplementary Planning Guidance October 2018: Link on PCC Website

Letter from member of Public: Clerk to respond

#### **12.2 Late correspondence to be carried forward to next meeting**

A letter from a member of the public for consideration at the next meeting.

### **13. Questions to the Chair**

Cllr I Jones mentioned he had donated wine to the Whist Drive

To confirm date of the next meeting, **Thursday 29th November at 7.30pm**

Sarah Ginn

Clerk to Llanfechain Community Council

Cae Dafydd, Llanfechain.

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