

Cygnor Bro **Llanfechain** Community Council

Minutes of the meeting held on Thursday 29th March 2018
at Llanfechain Memorial Hall

Present:

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

Apologies: Cllr G Jones, County Cllr Thomas, Cllr Whitmore

Members of the public: 2

In attendance:

Ruth North – Clerk to the Council

1. Welcome - New Clerk

The Chair welcomed the newly appointed Clerk, Ruth North who has taken over from Lindsey Richards

2. Apologies for Absence

Apologies were received from County Cllr Thomas, Cllr Whitmore and Cllr G Jones who were unable to attend due to prior commitments.

3. Public Observer Statement

The public observer statement was read out by the Chair.

4. Declarations of interest in items on the agenda

None declared.

5. To Confirm Minutes of the Meeting held on February 22nd 2018

The minutes were confirmed as a correct record, proposed by Cllr S Marshall, seconded by Cllr I Jones and signed by the Chair.

6. Matters Arising from the Minutes Not Elsewhere on the Agenda

6.1 Website Update

Cllr G Marshall is currently investigating how best to move forward with the website and options available, including funding.

ACTION: Cllr G Marshall

6.2 Young Footballers

Cllr Ellis has received no further update from Llanfechain Football Club.

ACTION: Cllr Ellis to get all parties together to discuss how to take forward.

6.3 Highways

Cllr G Marshall suggested a separate meeting be held with all councillors to carefully consider and agree a detailed report to put forward to Powys via County Cllr Thomas on reported highway issues around the village. Councillors agreed. Proposed: Cllr S Marshall and seconded by Cllr I Jones. Cllr I Jones has received information from local garages reporting an average of eight vehicles a day coming in for wheel and tyre repairs due to poorly maintained roads. Powys CC are receiving approximately 500 complaints per week via their website.

ACTION: Cllr G Marshall to arrange meeting with all Councillors. Cllr I Jones to ask local garages to email the council with reported figures.

6.4 Community Safety Partnership

Cllr Whitmore has sent his apologies and will update at the next meeting.

ACTION: Cllr Whitmore

6.5 Community Hall Bollards

The bollards are currently stored safely in a garage. Cllr S Marshall, with help from Cllr G Jones, will set aside a date to bolt in.

ACTION: Cllr S Marshall and Cllr G Jones

6.6 Survey of Town and Community Councils

Cllr G Marshall pointed out this needs to be a collective decision. Cllr I Jones will struggle to complete until end of May.

ACTION: Clerk to send reminder to all Councillors with completion date.

7. Report from County Councillor Gwynfor Thomas

County Cllr Thomas sent his apologies due to receiving short notice of the meeting being held. He will shortly be sending an update regarding issues on potholes, dog fouling signs, bridge at Glan Y Nant and roads surrounding Bodynfoel.

ACTION: County Cllr Thomas to provide update at next meeting.

8 Recreation Field

8.1 Inspection Sheet

Phil Williams completed the inspection sheet for March and apologised for not providing one for January and February as away most of that period. Cllr G Marshall requested a new volunteer. Cllr A Jones volunteered to take over the field inspection with initial guidance from Phil Williams.

ACTION: Clerk to contact Phil Williams to arrange.

8.2 Progress on Play Area

There has been no response to the advert in last month's newsletter for a volunteer to step forward as Chair of the Project Committee. Cllr Ellis however received positive interest from Russell Roberts who is willing to step in.

ACTION: Cllr G Marshall to arrange a meeting with Russell Roberts.

8.3 Independent Annual Inspection of Children's Play Area

Cllr G Marshall confirmed this inspection has been included in the budget.

ACTION: Clerk to fill in form and submit to Pavo.

8.4 Community Asset Transfer

Cllr G Marshall responded to the solicitor stating that the council do not want houses built on the recreation ground, suggesting a time limit of 25 years, asking what is meant by educational requirement, being clear about what an alternative field space would mean and ensuring a playing field is available in the centre of the Village. The solicitor put forward these requests to Powys County Council this week. Awaiting response.

ACTION: Cllr G Marshall to chase solicitor and Cllr Ellis to consult football club.

8.5 Hedge

Cllr I Jones inspected and took photographs of the hedge running along the back of the Community Hall going up to the far corner by the playground area. The resident of Preswylfa confirmed the boundary for their property on the deeds is the brick wall and Cllr I Jones had spoken to the other resident in person. The council agreed it is their responsibility to clear the brambles. Cllr G Marshall suggested asking the public for volunteers to help clear the area as maintenance of the playing field is the communities responsibility. Before any work can commence, Cllr S Marshall suggested Cllr G Jones to inspect the crumbling wall behind the goal post due to an old tree cut down by Powys County Council a few years back. Cllr I Jones to talk to the resident with the councils intentions. Councillors agreed to circulate a plan of action before the next meeting.

ACTION: Cllr S Marshall to talk to Cllr G Jones, Cllr I Jones to talk to resident, Cllr G Marshall to circulate plan of action

8.6 **Playing Field Gate**

Cllr I Jones reported the gate onto the road is usable but does not latch without parting the posts. Only loose a little. Cllr I Jones agreed to get some timber blocks and knock down each side of the posts to stiffen them.

ACTION: Cllr I Jones

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Cluster Update

Cllr S Marshall attended a meeting on 20th March as meeting schedule for 6th March postponed. The Service transfer will not go ahead on 1st April 2018 as originally stated. As a council we need to decide whether to have a Group Maintenance Agreement (£20,000 funded across 11 councils) or go our own way with regards to calls for tenders for maintenance of verges, hedges and so on within the 30MPH zone. The main point of contact for the Cluster at Powys County Council has resigned. The overwhelming feeling was this is not going anywhere fast. Cllr Ellis asked the question what other villages are doing? Cllr S Marshall confirmed out of the original 12 involved, only 1 has dropped out in 3 years. One thing which was agreed at the Cluster meeting is unlimited supply of skips at Llanfyllin for waste disposal. Following a discussion regarding the use of the Llanfyllin Library and benefit to Llanfechain community, it was suggested to produce a poster for the Llanfechain website and notice board listing all the services the library provides.

ACTION: Cllr S Marshall to ask Powys CC when will there be a replacement. Clerk to contact Llanfyllin library for publicity collateral.

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Finance

10.1 **Approval of Payments**

The following invoices were approved for payment

The Clerk's invoice. Proposed by Cllr S Marshall and seconded by Cllr I Jones
Laptop Data Cleanse. Proposed by Cllr Ellis and seconded by Cllr A Jones

10.2 **Current Bank Balances and signing of Bank Statements**

A current bank statement dated to 19 March has been received by the Clerk.

Current Balance: £9,880.02

Deposit Account Balance: £4,108.90

Cllr G Marshall requested the cheque received from the War Memorial Trust be moved from the Deposit Account into a separate account.

10.3 **New Bank Mandate & Internet Banking**

The Clerk is in the process of updating the bank mandate. Once complete, a new account can be opened to deposit the War Memorial Trust funds. Councillors named on the mandate were asked to sign a Business Internet Banking Application Form by the Clerk to apply for free online banking.

ACTION: Clerk to update bank mandate, set up new bank a/c and internet banking

10.4 **Asset Register & Financial Risk Assessment**

Cllr G Marshall reported that assets do not depreciate for local councils. Our insurance runs out in June 2018. Cllr S Marshall would like to investigate the rules around a Cluster based Insurance Policy and the same for the Financial Risk Assessment.

ACTION: Cllr S Marshall

10.5 **Grass Cutting Quotes**

Three invitations were sent out by the Clerk to tender for 2018 grass cutting. Two bids were received. Decision made by the council to continue with Andy Ellis as all agreed he provided a good service last year and there was no difference in pricing between the two quotes. Proposed by Cllr Ellis and seconded by Cllr I Jones.

ACTION: Clerk to reply to tenders and to contact Andy Ellis for work to commence.

10.6 Insurance

Insurance renewal due in June. Cllr G Marshall requested Clerk to contact current insurance provider for renewal quotation. Clerk to also request a quotation from a local council insurance provider who is in sponsorship with One Voice Wales.

ACTION: Clerk

10.7 Internal Audit

Due March 31st. Internal Auditor, Doug Holmes, can see no issues.

ACTION: Clerk to contact Doug

10.8 Councillor Determinations

Due to time constraints and no urgent action required, deferred to the next meeting.

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Beacon Project & War Memorial Trust

Cllr S Marshall attended an Open Meeting held on Tuesday 6th March, run by Phil Williams for the community to come along and invited to contribute what they would like to see during the War Memorial Weekend. Six members of the public attended. A variety of activities were discussed and a further meeting will be held in April where a schedule of events will be put in place. Agreed Beacons will set off at 7pm after the days events. Advertising will start following the next meeting.

ACTION: Cllr S Marshall, All Council members to support

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Sports Day

Cllr G Marshall presented to the council a Sports Day poster designed by Tony North. A date of May 19th-20th was suggested by Tony North to enable us to take lead before the months of June and July become busy with festivals within the surrounding areas. Cllr G Marshall keen to look for donations towards a Hog Roast and Trophies. Tony North can provide sports bibs and some equipment needed for the day. Cllr I Jones suggested Tony North speak to Calum Vaughan and Eddie from Llanfyllin to drum up interest and involvement on the day. Cllr I Jones volunteered to help out on the day. A Cricket Match Challenge has been suggested by members of the public to take place on Sunday 21st May. . Cllr G Marshall to speak to Ian from Plas-y-Dinas.

ACTION: Cllr G Marshall to meet with Tony North, enquire about sponsorship and talk to Ian. Clerk to make ready risk assessments to be completed.

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GDPR

Cllr G Marshall spoke to the Information Governance Office who advised that there may not be the need for the council to do anything as GDPR may be covered under the Cluster. We are prepared should this not be the case.

ACTION: Cllr S Marshall to check with Cluster, Cllr G Marshall to follow up.

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General Dispensations

Cllr S Marshall read through the document. A disclosure of interest form will need to be completed if issues on the council relate to school modernisation and transport, renewable energy and grants or loans above £500.

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Other Matters

15.1 **Special Interest Groups**

Cllr G Marshall read out a letter received from Shan Mayor of Montytrax, requesting the council to agree and sign. The letter reflected benefits Montytrax Project has brought to Llanfechain community such as walking, cycling and horse riding routes. Changes were made to the letter by Cllr G Marshall as some points only benefited Llanfyllin. Councillors agreed to the changes and agreed to sign. Proposed by Cllr Ellis and seconded by Cllr A Jones.

ACTION: Clerk to return signed letter to Shan Mayor

15.2 Meeting with Hall Committee

Cllr S Marshall informed the meeting has been put back to 12th April.

ACTION: Cllr G Marshall

15.3 Complaint received

The council received a complaint regarding holes near the walkway in the village car park. Questions were raised as to whether the community council are responsible for repairs. Cllr Ellis confirmed this is not the case, it is the responsibility of the Village Hall. Cllr S Marshall to raise at the next Hall Committee meeting to be held Thursday 12th April.

ACTION: Cllr S Marshall

15.4 Innovation Practice Annual Awards

Cllr Whitmore showed interest in attending however has sent his apologies

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Correspondence

16.1 For Decision

Shan Mayor, Montytrax – as discussed in point 15.1 under Other Matters
Keith Blacker, Lake Vrynwy – the council believe Keith's request is more relevant to local business and not the council.

ACTION: Cllr G Marshall to call Keith to discuss

16.2 Correspondence Previously Circulated

Council noted correspondence circulated previously.

16.3 Late Correspondence

No late correspondence to circulate.

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Questions to Chair

- An enquiry regarding a portable chalet which has been erected by Railway Cottage has been received but there was no recollection of planning permission being received. It may not be required but Councillor Thomas will be contacted for confirmation.
ACTION: Cllr G Marshall to raise issue with County Cllr Thomas
- Cllr S Marshall and Cllr Ellis spoke about the planning meeting regarding application [P/2016/1154](#) Residential development for up to 6 dwellings including formation of vehicular access and associated works (outline). Permission was refused.

To confirm date of the next meeting, 26th April at 7.30pm.

Ruth North

Clerk to Llanfechain Community Council

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