

Llangurig Community Council
Meeting Minutes
Tuesday 17th July 2018

Minutes of meeting held at the Llangurig Community Centre on Tuesday 17th July 2018 at 7.30pm.

In attendance: Cllr J Dore (Chairman), Cllr L Higgitt (Vice Chairman), Cllr M Bound, Cllr C Davies, Cllr I Bound, Cllr R Williams
Clerk Mrs S Palmer
6 members of the public

1. **Apologies:** Cllr B Jones, County Cllr P Davies
2. **Declarations of interest** *whether likely to benefit or disadvantage, should be disclosed prior to commencement of discussion.*
Cllr J Dore declared an interest in agenda item 7a
Cllr M Bound declared an interest in agenda items 7a and 10
Cllr L Higgitt declared an interest in agenda item 5
Cllr R Williams declared an interest in agenda item 3b
Following co-option onto the council Cllr C Howells declared an interest for agenda item 7a.

3. Vacant seats on the Council:

a) Opportunity for interested candidates to introduce themselves to the Council:

5 candidates proposed an interest in the two vacant seats for Councillor: Mr Chris Howells, Mr Wynne Jerman, Mrs Hannah Pritchard, Mrs Lynne Sephton and Mr Stephen Sephton. All candidates were offered the opportunity to introduce themselves to the Cllrs. As Cllrs have previously heard information from Mrs H Pritchard, Mrs L Sephton and Mr S Sephton, they chose not to speak, Mr C Howells and Mr W Jerman however have not previously introduced themselves so both spoke briefly about their backgrounds and why they wish to join the council.

b) Voting for two seats individually, rounds of voting if required:

Clerk confirmed that she has spoken at length to Powys County Council's Elections Dept in regards to the voting procedure, confirmed how the voting would take place and confirmed that all were happy to proceed.
Cllr R Williams left the meeting at this point due to his declaration of interest.

Voting for the first vacant seat began and the Clerk read out each candidates' name in alphabetical order by surname. Cllrs confirmed their chosen candidate by a show of hands. The voting concluded with a total of 3 votes for Mr Chris Howells, 1 vote for Mrs Hannah Pritchard and 1 vote for Mrs Lynne Sephton. Mr Chris Howells was therefore confirmed as successful in being co-opted for the first vacant seat

Voting for the second vacant seat then took place in the same way as the first round. The voting concluded with a total of 4 votes for Mrs Hannah Pritchard and 1 vote for Mrs Lynne Sephton. Mrs Hannah Pritchard was therefore confirmed as successful in being co-opted for the second vacant seat.

The candidates were all thanked for attending and Clerk confirmed they were welcome to stay at the meeting.

Two members of the public left the meeting at this point.

Cllr R Williams returned to the meeting.

Chairman Cllr J Dore congratulated the successful candidates and welcomed them to the council. It was then confirmed that the new members would be given the chance to confirm and sign their declaration of acceptance of office.

4. **Short Break to co-opt newly appointed members onto the Council, if present:** Clerk went through the declaration of interest forms with the two new Cllrs and they signed these in order to be co-opted on to Llangurig Community Council. Forms were signed and Clerk signed as witness.
5. **Claire Bound** attended the meeting in order to discuss matters relating to Llangurig Community Centre. C Bound also brought the completed Internal Audit paperwork to the meeting and went through this with Cllrs confirming the following information and recommendations:

- All accounts information is correct and signed off.
 - **Recommendation 1:** Merge the two bank accounts as there is no benefit from the Money Manager Account due to the interest earned being so low. Charges have also been added to the Community Account at times when transfers have not been made in time.
 - **Recommendation 2:** Budget needs to be looked at more when discussing the precept and allocating money to specific items or areas of spending and consider any reserves. The budget and reserves also need to be monitored throughout the year. Recommendation to review the budget and accounts quarterly in order to meet the requirements of the audit process.
- Cllrs agreed to the above recommendations, Clerk to action.

C Bound then went on to discuss the Community Centre and the request to have a fence at the bottom end of the village green. This is an issue which keeps coming up and groups such as the toddler group would like to use the green more but there is concern over safety as there is a drop off the wall which is very close to the main road. C Bound confirmed that the Community Centre would be happy to pay towards fencing and have spoken to Cadw who have confirmed that it is a conservation area so anything erected would need to be in keeping but otherwise there is no issue. Cllrs confirmed that discussions over this matter have come up before and the Community Council has previously been advised not to put up a fence as it could increase the risk if someone climbs the fence.

Clerk will contact insurance company to ask what implications there would be to putting a fence up and will also check whether there are specific byelaws for village green about putting a fence up. It was suggested for LCC to put together a policy for the use of the village green.

C Bound also confirmed that the Community Centre owns the toilet block which hasn't been in use for some time. It has been discussed to knock the male and female toilets into one to use as storage. They are looking at possible sources of funding. People in the local community would like the public conveniences back. There have also been reports of people urinating in inappropriate places within the village. The disabled block was offered to the Community Council to alleviate the issues mentioned. Clerk to add this matter for discussion on the next agenda.

6. **Minutes** for the meeting held on 19th June 2018 were proposed as an accurate record by Cllr C Davies and seconded by Cllr M Bound.
7. **General Data Protection Regulations:** Clerk passed around a copy of a privacy policy specifically related to and for use on the website. This will be added to the website. Clerk will also forward by email the full GDPR Policy to all Cllrs. As mentioned in previous discussions relating to GDPR, this documentation will continue to be a working document.

Claire Bound left the meeting at this point.

8. **Highway Matters**
 - a) **Disability access, kerbs and crossing:** Clerk has been told that this is in hand. Clerk to ask for an idea on timescales on when this might be completed.
 - b) **Village Car park: lighting:** this matter is still ongoing. Clerk to chase.
 - c) **Drainage at Llanerch corner:** Chairman Cllr J Dore is waiting for contact from PCC officer to meet at the site where the issue is.
 - d) **Cefn Road sign:** this matter is still in hand with Cllr P Davies, Clerk to ask for an update for the next meeting.
 - e) **Pavement blocking:** pictures have been sent on to Cllrs of various vehicles parking on and blocking pavements in the village. Cllr L Higgitt stated that this is a matter for PCC and/or the police. Clerk to contact both PCC and the police regarding and forward the pictures on. Chairman Cllr J Dore stated that the police have confirmed that they will deal with offenders if they witness an offence.

Last member of the public left at this point (8.34pm)

7. **Matters Arising:**
 - a) **Wind Farm:** No updates relating to progress with the windfarm or community fund.
 - b) **Clerks contract and Standing Orders:** Clerks contract has been drafted and will be forwarded to Cllrs prior to the next meeting for approval at the meeting. Standing Orders have been drafted but a new model set of standing orders has been distributed by One Voice Wales. Clerk will therefore update the draft against the new model and send to Cllrs prior to the next meeting.
 - c) **Tree Felling in Cwm Belan:** this matter is in hand with PCC Planning Dept. Cllrs confirmed for this item to be removed from the agenda.
 - d) **Boundary issue, village green:** this matter was not on the original agenda but was mentioned by Cllr L Higgitt due to there being no further planned meetings until September. Cllr L Higgitt explained that the matter of the boundary being incorrectly placed. Solicitors are awaiting the

boundary commission to come back to confirm whether the error was a discrepancy on their part or not. Hopefully there will be an answer prior to the meeting in September.

8. Correspondence:

- a) **Powys County Council:** War Memorial Grant. Cllrs confirmed that the memorial plaque in Llangurig for WWI is fairly new so no refurbishment is required.
- b) **Permission request for a Tommy Silhouette for Remembrance/commemoration:** (Due to relevance to the last point agenda item 8d was brought forward and discussed at this point) Permission has been requested to erect a Tommy silhouette as a commemorative item on the village green near to the war memorial and permission to do so is being sought from the Community Council. Cllrs discussed the item and were in unanimous agreement to grant permission for the item but would like to suggest a bench as a more practical item that might last longer. Clerk to confirm permission given and Cllrs suggestion.
- c) **Wales & West Utilities:** Survey for the local community. Clerk to put the information on the website.
- d) **One Voice Wales:** Tree Care Grant. Information noted and Clerk to add it onto the website.
- e) **One Voice Wales:** Updated training course (Information Management). (This item was not previously on the agenda as it was received following the agenda being posted but the Clerk raised it as a response would need to be sent prior to the next council meeting. One Voice Wales have a new training module and have asked if any Councils wish to run a training session. Cllrs agreed that they did not wish to run an event at this time due to the costs involved.

9. Requests for Financial Assistance:

- a) Noah's Ark Appeal
- b) Bobath Wales

Both of the above requests were discussed and were confirmed as worthy causes. Prior to making a decision Cllrs wish to have details confirmed of whether a donation has been made previously and if so how much and who LCC has given to over the last 3 years. Clerk to confirm for the next meeting.

10. Planning Applications:

Pre-application Consultation – Article 1 of the Town & Country Planning (Development Management Procedure) (Wales) (Amendment) Order 2016. Erection of pullet rearing unit with associated works at Blaen Glyn, Llangurig, SY18 6SL.

Cllr C Howells and Cllr M Bound declared an interest for the item but stayed in the room.

Cllrs discussed the above pre-application consultation. The following letter was agreed following the meeting and sent as a response to the consultation:

Pre-Application Consultation – Erection of a Pullet Rearing Unit with Associated works at Blaen Glyn, Llangurig SY18 6SL

Dear Sir

Thank you for the opportunity to comment on the above pre-application.

Llangurig Community Council discussed this pre-application at its last meeting. Councillors stated that it is very difficult to make a detailed response without much more detailed information in relation to the proposed application. The concerns that Councillors raised are as follows:

- *Is any additional employment provided by this application?*
- *In regards to visibility of the proposed unit; this is focused on within the document but is not demonstrated in the way that other proposals do such as superimposing a drawing of the units on the site from various view-points. Something such as this would help to get a real sense of the visual impact of the unit and be able to comment on whether or not it would have a negative impact.*
- *There is no mention that the access to the track which leads to the unit is single track and already in use by heavy transport companies on a regular basis (2.7). There is also no information relating to the number of movements in order to bring in and take out 36,000 chicks and pullets (3.9). Would it be possible to utilise the Bryn Blaen wind farm access road from the A470 instead of the single-track road off the A470 in the middle of the village which goes past the Blue Bell Inn?*
- *In regards to power supply, what is the contingency provision in the event of power failure for the unit which would be heavily dependent on fans etc to control the conditions of the unit and welfare of the birds?*
- *In relation to noise; how many fans will be in use at any one time and does wind direction have a bearing on the decibel levels shown in the table?*

- The documentation refers to odour; what does 'to a minimum' mean? Could further definition and examples be provided? Does wind direction also have an effect on odour along with dust?
- Who is responsible for monitoring and enforcing the undertakings made in this document and what are the remedies if these are not adhered to?

Llangurig Community Councillors welcome further information and clarification on the above points and any other relevant details.

11. Finances:

a) Account balances to confirm:

Community Account = £3,396.78 (statement to 15th June 18)

Money Manager Account = £6,296.47 (statement to 27th June 18)

Clerk confirmed drawing up a letter to merge the two bank accounts as suggested by C Bound, Internal Auditor. Proposed to go ahead by Cllr I Bound and seconded by Cllr C Davies.

b) Additional signatories:

As discussed at previous meeting an additional signatory is required due to not having enough signatories at meetings on a number of occasions to sign cheques and/or letters required. Cllr H Pritchard confirmed that she is happy to be a signatory. Clerk to gather the relevant paperwork.

c) Bills to be paid:

Clerk requested if it would be possible to receive a dated cheque for Clerks August salary as no meeting would be held and therefore no cheque signed until September. Cllrs were in unanimous agreement to sign a cheque for August salary dated 21.08.2018.

Sophie Palmer (Clerk) salary (July & August) = £187.61 (July 21hrs)

= £180.15 (Aug 18hrs)

Sophie Palmer (Clerk) expenses (July 18)

= £26.68

HMRC PAYE tax payable (July & August 2018)

= £42.40 (July)

= £ 17.00 (August)

Martin Obbard (Noticeboard repair) Letter for transfer of funds

= £120.00

Additional payment request:

SLCC (books purchased for Clerk)

= £5.97

All bills proposed for payment by Cllr R Williams and seconded by Cllr C Davies

d) Clerk confirmed that the Internal Audit was complete as per Claire Bound's report of the audit. Cllrs confirmed that they approved the accounts and internal audit to be signed off by the Chairman and Clerk in order to be sent on to the external auditor. Clerk confirmed that the deadline for returning the audit paperwork had been missed which would be raised in the external audit.

12. Councillors comments:

Cllr L Higgitt: There are cycle route signs near to the church wall are very faded and can no longer be read. Clerk to contact PCC. Cllr L Higgitt also mentioned the Bryn Titli windfarm, Rhayader and whether the extension will bring the wind farm closer to the Llangurig wards. Clerk to add to the next agenda.

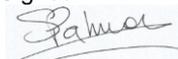
Cllr H Pritchard: Thanked the Cllrs for voting her onto the Council.

Cllr C Howells also thanked Cllrs for voting him onto the Council.

13. Date of next meeting: Tuesday 18th September 2018 at 7.30pm.

Chairman Cllr J Dore thanked everyone for attending and welcomed the new Cllrs. The meeting was closed at 9.30pm.

Signed:



Sophie Palmer (Clerk & RFO)