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| **RHAYADER TOWN COUNCIL**  **MINUTES of the MEETING held as a VIDEO CONFERENCE on MONDAY 28th JUNE 2021 AT 7.00 pm**  This meeting was held within the context of Welsh Government regulations in respect of Covid-19 Safeguarding in place at the time of the meeting. | | | | |
| The Town Council Meeting Commenced at 7.03 pm. | | | | |
| 0321/01 | **ATTENDING**  Chairman: Cllr. L. Price (LP).  Councillors attending:  C. Evans (CE); D.O. Evans (DOEG. Williams (GW); A. Davies (AD);  Cllr. J. Narborough (JN); V. Jones-Davies (VJD); D Lloyd (DL); R Thomas (RT).  **APOLOGIES:** Cllrs. J. Stuart (JS); W Davies (WD); D Davies (DD); C. Walton (CW); D Thomas.  Attending: County Cllr. K. Curry; | | | |
| 0321/02 | **DECLARATIONS OF INTEREST:** None | | | |
| 0321/03 | **CHAIRMAN’S ANNOUNCEMENTS:**  The Chairman, Cllrs JN and DD with Cllr KC had attended the reinstatement and blessing og the cross on the clock tower. The chairman offered thanks to JN and KC for organising the carpark white lining. Congratulations were given to the WI on the 90th year garden project. Personal congratulations were given to Cllr DOE on his recent birthday and to Cllr CW on the birth of a grandchild. Best wishes were offered to Cllr KC for a family wedding. The Chairman reminded all to check and if necessary update their Website information. | | | |
| 0321/04 | **MATTERS FOR DISCUSSION UNDER URGENT BUSINESS:** raised since the issue of the agenda.   * Use of the Council owned mower. Grass cutting and gardening (RT) * Fly tipping of cement on the river bank (RT) * Additional invoices to be approved (see 03221/12) | | | |
| 0321/05 | **MINUTES:** Minutes of the Annual Meeting26th May 2021 **were approved and agreed.** Minutes of the Ordinary Meeting held on 27th MAY 2021 were **approved and agreed** as a true record after an amendment was made to 0221/11 (to read Rhayader Church in Wales School).  (RT joined the meeting at 7.14 pm) | | | |
| 0321/06 | **MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA:**   * Debris at Maesyderi garages – LP had contacted PCC and B Elias had advised that this would be dealt with. * Elan Links – RT had contacted the officer and it was anticipated that the Council would be advised of meetings and activity. * Place making project – no further project development action by R2k and Carad had been reported. | | | |
| 0321/07 | **COMMITTEES, SUB-COMMITEES and WORKING GROUPS: to receive consider and agree minutes, reports and recommendations from these. And to receive updates and information on PROJECTS AND COMMUNITY ISSUES:**  **Representative Members reported the following:**   * Toilet Committee advised that the problems with graffiti in the Cwmddaudwr had reduced since the early closure of the toilets. No date had been set for a future meeting. * Allotments Committee - * Events Committee – an timetable had been set for activities to celebrate the NHS on 5th July (see 03321/10a).   There had been no formally recorded meetings of Council Committees, Sub-committees or working groups but members had progressed actions on projects and issues discussed at the previous meeting of the Town Council. | | | |
| 0321/08 | **PROJECTS AND COMMUNITY ISSUES**   1. Rhayader CATS Update: Project status was discussed. **CE had discussed contacting David Pritchard (PCC) with DD who had agreed to contact Mr Pritchard directly**. Correspondence form Milward Jenkins and Jenkins had been recirculated by the **Clerk, who was requested to review recent correspondence and contact MJJ for a project status report**. 2. Broadband Update: Cllr Curry gave a short update. Confirmation of top up funding for the programme from Welsh Government was awaited as a result the letter (joint with Nantmel CC) to residents had not been send . KC advised that he had written to SMs to chase this. KC reassured members that the Llanwrthyl, Elan Valley and Cwmdauddwr broad-band proposal would not adversely affect the support to the Rhayader and Nantmel project. However**, he agreed to contact Broadway Partnership to confirm this.** 3. Pump Track: it was advised that 2 more benches would be supplied (RT). The updated Client Care letter from MJJ had been recirculated and was briefly discussed. To facilitate moving the project on **it was proposed and agreed that the Clerk sign the letter on behalf of the Council. (LP/CE)** 4. Water Supply. A letter requesting information about how water supply for fire safety in communities was addressed had been sent by the Clerk to both The MWW Fire Service and Welsh Water. No reply had been received from either. | | | |
| 0321/09 | **HIGHWAYS AND PCC MATTERS:**  Highways:   1. Speeding traffic: KC advised that lie painting to indicate road narrowing and speed restrictions would be undertaken. Correspondence from a resident concerning damage to property and lorry noise during the night was noted. It was agreed that both issues were outside the power of the TC to address. 2. Speed watch - County Councillor Claire Mills had been contacted to ask if she would tell members about the setting up and success of the Newbridge on Wye Speed Watch project – a reply was awaited.   Other PCC Matters   1. Devils Gulch Update: Cllr Curry reported that there had been no reply to his recent emails 2. Dolgerddon Update: there was still no discernible progress on this issue. It was noted that the Council would respond to the Press should any requests be made to them for an opinion if they (the press) were contacted about the building by third parties. 3. High School Transport: a short term u-turn – maintaining the status of school transport to Llanidloes High School for the coming academic year was appreciated by members. **However, it was noted that the issue should continue to be monitored.** 4. There was a short discussion regarding the location of signs to discourage littering and dog fouling along with hot spot locations for more bins (Parks, riverside, walking routes to primary school, entrance to the industrialsite). **Contact PCC for more litter bins.** 5. Wieglodd Car park – it was felt that more signs needed to direct people to this if it could be confirmed that it was an area of parking for general public use and not a ‘by permission only site’ linked to overflow parking needs from sheep sales. Better direction to long stay parking sites needed for cyclists. (by old ace shop0 was discussed. JN and KC ha Noted that new banners would sign the pump track. d a site meeting with PC in Dec 2020. KC raised concerns from residents of on street parking in Dark Lane.   There was a general discussion about signs in and around the town. Over time a range of signs in different styles had accumulated. RT advised that R2K had also raised this. **It was proposed to contact R2K and ask if they could cost a proposal to undertake a sign survey for the rationalisation of existing sigs and additions if required (RT/JN).** It was also agreed that if R2K implemented such a project it would be funded from the Bryntitli fund. **RT to contact R2K**   1. Covid Grants Work. Progress continuing, Planning permission awaited. Totem has arrived. There were more claims yet to be submitted for approved Town Improvement Grants.   (Cllr KC left at 8.15 pm) | | | |
| 0321/10 | **PUBLICITY AND EVENTS**   1. NHS, Social Care and Frontline Workers' Day 5th July 2021– a programme of activity/events had been planned and was discussed. Councillor attendees at the activities were agreed. | | | |
| 0321/11 | **PLANNING:** The following applications were discussed.  21/1085/FUL Elan Valley Hotel, Elan Valley – change of use; Support the potential increase in economic activity subject to maintaining the ongoing use of the property as an hotel.  21/1030/HH Llanfadog Uchaf, Elan Valley – erection of an extension. No objection  21/1018/FUL land SE of Parc Farm, Cwmdauddwr – erection of rural enterprise dwelling. No objection.  21/1072/TRE Cabin at Old Drill Hall – remove 12 trees (conservation area). No objection  No other planning applications had been received after the publication of the agenda. | | | |
| 0321/12 | **FINANCE:**   1. To receive and approve the current balance of income and expenditure, together with invoices for payment: Balance sheets for each account had been circulated along with a summary of all balances. These were approved along with the following invoices (RT/GW).   **BALANCES AT HSBC**  Rhayader TC (Precept) £ 40,998.70  Recycling Account £ 69,647.65 (Includes Ringfenced balances: Plants £173.11 and Remembrance £370.00)  Public Toilet Account £ 23,943.40  Allotment Account £ 3,106.45  Bryntitli Fund Account £ 15,985.87    **Internal Transfers to approve**  None £ 0.00  **Invoices for payment**  P Walden (machining timber for benches) Inv. 82 £ 150.00 (IB)  P Marple (North Island – June 2021) £ 65.00  M Hird (benches) Inv 95 £ 390.00  T Price (Audit) £ 170.00    British Gas (Heol-y-Brennin) 580369661 (May = arrears) £ 63.81 DISPUTED  British Gas (Dark Lane) 490593581 (May) £ 163.44 (IB)  British Gas (Cwmdauddwr) 490593582 (May) £ 27.21 (IB)  Adcock (cleaning products) Inv 192505 £ 171.07 (IB)  PHS £1,036.03 (IB)  It was noted that the balance of the recycling account was high due to the transfer into that account from a closed Nat West bank account of monies collected for the building of a sports hall. **It was agreed that those funds should be ring fenced for that or a similar agreed purpose.** There was a short discussion about the annual grass cutting and general gardening budget, which remained as in 2019-20 **–** it was confirmed that cheques had been issued for the community grass cutting undertaken by churches and chapels. **It was agreed that a) the general grass cutting and gardening budget for 2021-22 be rounded up to £375.00 b) confirmed that Mr Marpole’s ad hoc ‘work as required’ service continue this season c) that the budget be drawn down against invoices presented on the completion of work and d) that Mr Marpole’s invoices within this budget be approved for payment by the Chairman and one other Councillor. Payments to be reported on balance and payment sheets (JN/LP).**   1. To consider/note applications for funding: None 2. To receive and approve 2020-21 Accounts: The accounts had been circulated by email when submitted for internal audit and a summary sheet confirming the Audited figures had been circulated with the meeting papers**. The accounts were approved (RT/GW)** 3. To receive the Internal Audit Report 2020-21. This had been circulated. There was a short discussion and the contents were noted. **It was agreed that an action plan be prepared to address the issues raised in the report and that it be reviewed at a future meeting,** 4. External Audit information and Annual Returns 2019-20 and 2020-21. The clerk explained that the 2019-20 figures had been adjusted to reflect uncashed cheques and that the 2020-21 Accounting statement was constructed from the year end balances that had been agreed by internal audit and approved under 0321/12c above. It was recognised that the annual governance statement reflected the points raised in the internal audit and these would be addressed through the ongoing governance review that had begun.  **The Annual Governance Statement was agreed (LP/CE). Clerk and chair to arrange signing**.   2019-20 External Audit: Officers at Wales Audit Office had advised that the 2019-20 Audit paper had not been received. This would mean that the 2020-21 External Audit could not be undertaken. The Clerk had been advised that a late submission of last years documents could be made (no date had been agreed). The clerk told members that it appeared that the main body of the work for the 19-20 internal audit had been prepared last year and invoices and record sheets passed to the internal auditor. However, the hard copy 2019-20 Annual Return had not been completed by him and emails had not yet been found to show evidence of a completed internal audit report. **It was agreed to ask Mrs Price if she could re- audit the 2019-20 Accounts** (LP/CE). The clerk asked that she be allowed to **contact the clerk in post 2019-21 for information regarding the audit submission – agreed.** | | | |
| 0321/13 | **GOVERNANCE, STRATEGY and POLICY**   1. Rhayader Five Year Plan: a short review of the current plan had been circulated by the Chairman. **It was agreed that members should meet on 14th July 2021 to discuss a framework for revisions.** DOE suggested that RTC plan should be considered alongside the R2K plan. 2. **Risk Assessment**; LP had circulated a draft **which was approved by members** it was also noted that further updates would be made regularly. 3. Asset Register JN and RT to review and update to inform the budget setting and insurance valuation November 2021. | | | |
| 0321/14 | **CORRESPONDENCE:** To receive and consider the following items of correspondence received before the meeting. A correspondence summary document had been circulated with the Agenda   1. Meeting the duties set out in the Well-being of Future Generations (Wales) Act 2015. A community or town council is subject to that duty if its gross income or expenditure was at least £200,000 for each of the three financial years preceding the year in which the local Well-being plan was published (2016-2018). A copy of the guidance can be found here [spsf-4-collective-role-community-councils.pdf (gov.wales)](https://gov.wales/sites/default/files/publications/2019-02/spsf-4-collective-role-community-councils.pdf). Noted. 2. Consultation draft Pharmaceutical Needs Assessment: The Health Board would like comments on the draft PNA by 30 July 2021website:<https://www.haveyoursaypowys.wales/pharmaceutical-needs-assessment-2021> Email: [Powys.PNA@wales.nhs.uk](mailto:Powys.PNA@wales.nhs.uk) . Noted 3. PCC and Town & Community Councils Meeting: meeting with Powys County Council. remotely by Microsoft Teams on Wednesday 14th July 2021. Noted 4. Local Places for Nature: 2021-22, priority to projects in urban, deprived areas with little or no access to nature, welcome applications from underrepresented groups across Wales. [visit the Keep Wales Tidy website](https://www.keepwalestidy.cymru/pages/category/nature), for guidance and application form. Noted. 5. One Voice Wales: Event will reflect on the pandemic and how our towns and communities can move forward in terms of investment and regeneration. The cost per delegate will be £50   <https://www.eventbrite.co.uk/e/regenerating-welsh-towns-and-communities-post-covid-19-registration-150507813923> Noted.   1. Welsh Government Consultation on Power to Trade for Community Councils: will give powers to qualifying Community Councils (currently only county councils , national parks and police and fire authorities) to be able to undertake chargeable activities. Community Council will be allowed to make a business case for charging for their ordinary activities. Noted that to participate the Clerk needs to be ‘qualified’ – noted this as a consideration when appointing a permanent clerk. | | | |
| 0321/15 | **COMMUNITY ISSUES, MEMBER DISCUSSIONS and URGENT ITEMS NOT ON THIS AGENDA as an urgent item: to include items** received between the date of this agenda and the date of the meeting and also those proposed to and approved by the Chairman at the start of the meeting.  The following Urgent Items were discussed.   * Councillors noted that there were some locations in the Town where grass was overgrown and there was a short discussion about the use of the council owned mower. **Clerk to contact the insurers to check that appropriate cover is in place for public liability and if evidence of training, risk assessment is required.** * Fly tipping of cement on the river bank: Councillor’s had been made aware that cement had been tipped on the river bank. Photographs were shared. **Agreed that before contacting NRW to request enforcement action LP to visit nearby properties to ask if this had been accidently tipped and to advise residents that the river is a SSSI and that they confirm a plan for a clean up.** * Additional invoices. T A Price. PHS payments approved under finance item a) above. | | | |
| 0321/16 | **DATE OF NEXT MEETING:**  An ORDINARY MEETING will be held at **7.00 pm on Monday 26th JULY 2021**  by Video Conference or elsewhere but to be determined by prevailing COVID-19 restrictions. | | | |
| CLOSE | The meeting closed at 9.48 pm | | | |
|  | **CERTIFIED AND SIGNED as a true record**  **Chairman: Councillor L Price Date** | | | |
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| Actions Arising from the Minutes: | | |  |

1. CATS Update: DD to contact Mr Pritchard at PCC.
2. CATS Clerk, to review recent correspondence and contact MJJ for a project status report.
3. KC to contact Broadway Partnership to confirm that Llanwrthyl, Elan Valley and Cwmdauddwr broad-band proposal would not adversely affect the support to the Rhayader and Nantmel project.
4. Pump track: Clerk sign the MJJ letter on behalf of the Council.
5. Speed Watch Clerk follow up contact with County Councillor Claire Mills
6. Contact PCC for more litter bins.
7. RT to contact R2K - ask if they could cost a proposal to undertake a sign survey for the rationalisation of existing sigs and additions if required.
8. Ring fence funds in the Recycling Account
9. Internal Audit report prepared Action Plan to address the issues raised
10. Annual Governance Statement - Clerk and chair to arrange hard copy signing.
11. Ask Mrs Price if she could re- audit the 2019-20 Accounts
12. contact the clerk in post 2019-21 for information regarding the 2019/20 audit submission – agreed
13. Town Plan members to meet on 14th July 2021 to discuss a framework for revisions.
14. Clerk to contact insurers about cover for use of the mower
15. LP to visit nearby properties to ask about cement tipped on riverbank.