

<b>Minutes from the ORDINARY MEETING of RHAYADER TOWN COUNCIL held at: 7.00 pm on the 24<sup>th</sup> October 2023</b> in the Council Chamber, Cwmdauddwr Old School Community Centre.	
0523/01	<b>The meeting opened at 7.10pm</b> <b>ATTENDING:</b> C. Evans (CE) Chairing. Cllrs. A. Davies (AD); D.O. Evans (DOE); D. Lloyd (DL); L. Lloyd (LL); C. Walton (CW); D. Thomas (DT) and K. Cronin (KC). C. Hamer (CH) joined the meeting at 7.35pm Finance Officer V. Garwood (VLG) and Clerk J. Stephens (Clerk) Karen Compton representing the Press joined remotely at 8pm <b>APOLOGIES:</b> Cllrs. R. Thomas (RT); J. Stuart (JS); W. Davies (WD); V. Jones-Davies (VJD); and D. Davies (DD);
0523/02	<b>DECLARATIONS OF INTEREST:</b> Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at the meeting. AD declared an interest in the sale of the Mower due to a relatives interest in its purchase.
0523/03	<b>CHAIRMAN'S ANNOUNCEMENTS: None</b>
0523/04	<b>MATTERS FOR DISCUSSION UNDER URGENT BUSINESS:</b> raised since the issue of the agenda: Insurance – Clerk (see 0523/15a)
0523/05	<b>MINUTES:</b> <ul style="list-style-type: none"> <li>a) The Minutes of the Ordinary Meeting held on the 19<sup>th</sup> September 2023 were approved.</li> <li>b) The Minutes of the Short Agenda Meeting held on 20<sup>th</sup> September 2023 were approved</li> </ul>
0523/06	<b>MATTERS ARISING FROM THE ORDINARY MEETING MINUTES NOT ON THE AGENDA:</b> <ul style="list-style-type: none"> <li>a) Bin repair quotes: Quote for repair £390 accepted. Quote for repainting £675 accepted less agreed amount for materials. Clerk to ask for the materials to be removed from the quote and will be sourced separately from the Builders Merchants. <b>Clerk to notify BM Wilson.</b></li> <li>b) Funding for Town Champion Role: <b>Clerk to ask PCC if the final Town Liaison vacancy has been filled.</b></li> <li>c) Allotments North Road: (see 0523/09d)</li> <li>d) Bright HR: contract re-negotiated: 12 months including all previous benefits except legal insurance at £15.01 plus vat per month. Reduced arrears to 50% at £74.80 plus vat. <b>Clerk to go ahead with revised terms.</b></li> <li>e) Sale of the Mower: Sale agreed at £2,600. <b>Clerk to forward information to VLG to arrange payment</b></li> <li>f) CCTV: CW to hold any purchase until decision made on the future of the toilets, in the meantime, <b>CW to provide a quote for consideration at the next meeting.</b></li> <li>g) Council Owned Sites: CE/Clerk to check to ensure the pounds, car park and watering place are all correctly registered as owned by RTC. <b>Clerk to check for information then discuss with CE</b></li> <li>h) Video conferencing equipment: <b>DT to speak to RT re the faulty equipment, to be returned under warranty. VLG to provide information on purchase</b></li> <li>i) Elan Trail Gate; is too large for the Community Garden. <b>Consideration to be given for other uses by all Cllrs.</b></li> <li>j) Banking: (See 0523/13)</li> </ul> CH joined the meeting at 07.35pm
0523/07	<b>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS:</b> <ul style="list-style-type: none"> <li>a) The minutes of the Toilet Committee Meeting held on the 19<sup>th</sup> September 2023 were approved.</li> </ul>
0523/08	<b>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</b> <ul style="list-style-type: none"> <li>a) AD shared her monthly update and was congratulated by the Chair on her achievements.</li> <li>b) AD highlighted the Supporting Care Circles event explaining how funding is being provided for a project to explore how AI can help support people to remain in their homes. CW</li> </ul>

	<p>explained he recently spent time with an 80 year old who commented that Rhayader had an enviable amount of support for the elderly.</p> <p>c) Reminder on the "Have your Say" consultation, everyone encouraged to respond to help shape future services.</p> <p>d) Well done to AD on the Youth Club</p> <p>e) Leisure Centre Review: AD provided a brief overview of the comprehensive scope of the review. Results should be published after Christmas.</p>
0523/09	<p><b>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</b></p> <p>a) <i>Car Park Charges Review</i>: AD provided the results of informal feedback on parking charges within town, in general, most people were not impacted as they park on the street or Smithfield for short visits although there are some who objected. DOE and CE felt charges should be free for 2 hours. PCC are launching a Car Park review, the first meeting in on the 26<sup>th</sup> October at 12.00. <b>Cllrs to advise the Clerk if they wish to attend.</b></p> <p>b) <i>CATs Update</i>: The Clerk clarified current position on CATs: PCC have been advised RTC do not wish to take the Clock but will proceed with the Library, the Weirglodd and Dolgerddon. RTC want to be able to have a say in any development of the Dolgerddon site. Clerk advised a meeting is scheduled with Officers from PCC on the 27<sup>th</sup> Oct 10am. LL, CW and DOE advised they wish to attend. <b>Clerk to share the link.</b></p> <p>c) <i>Oak Tree CAT</i>: Clerk advised the Solicitors have quoted £600 plus vat and disbursements for the Conveyancing of the Oak Tree. <b>Clerk to ask PCC if they would pay 50%.</b> Clerk has asked that her name and address are not listed on land transfer/title documents, <b>LL to investigate options.</b></p> <p>d) <i>Allotments - North Road Field</i>: It had previously been agreed RTC would make a final decision on the boundary issue this month however, CE is still in the process of checking with Solicitors and does not yet have an answer. CW shared his concerns over the issue noting the current condition of the field, boundaries and overgrown trees. He advised the executors are happy to meet to find a solution. AD suggested there may be better uses for the field, the Clerk noted they may be some interest in the site for food production. <b>AD to follow up with Jake Berriman.</b> CH proposed erecting a temporary fence allowing the field to be let. It was agreed the Allotment Committee joined by LL, CW and CH would meet to explore options and discuss what needs doing on site. CE proposed no decisions are made until she has a definitive answer from the Solicitors supported by DT and LL. <b>Clerk to organise meeting. CE to pursue with the Solicitor.</b></p> <p>e) <i>Environment</i>: The mowing regime was discussed, it was agreed future mowing would either be carried out by PCC or a contractor on behalf of RTC. A meeting is scheduled for the 30<sup>th</sup> Oct 2pm with the PCC Biodiversity Officer, KC advised she would like to attend.</p> <p>f) <i>Remembrance Plans</i>: DT confirmed all arrangements are in hand and everything has been distributed. Revd Lance Sharpe is not participating, <b>DT to reconfirm Andrew Jones is officiating.</b> CE asked that people are reminded there is a church service, <b>DT to action.</b> The costs of Wreaths will be covered by RTC. VLG confirmed there is £100 in the budget, <b>DT to organise and ensure VLG is provided with an invoice</b></p> <p>g) <i>SPF Grant Fund</i>: AD explained an application has been submitted by the Clerk to carry out a Feasibility Study in collaboration with R2K for the potential future employment of a Town Champion.</p> <p>h) <i>Policies for Review</i>: Volunteer, Safeguarding and Conflict of Interest Policies were approved. <b>Clerk given approval to combine two old Communication Polices into one. Remaining Policies to be added to a future Agenda.</b></p>
0523/10	<p><b>HIGHWAYS AND PCC MATTERS:</b></p> <p>a) AD advised the issue with the Cattle Grid next to Glanllyn Farm raised by CH has been reported to PCC. Highways have inspected it, nothing further can be done.</p>

0523/11	<b>PUBLICITY and EVENTS:</b> a) LL provided an outline of the planned D-Day commemoration activities on the 6 <sup>th</sup> June 2024 to include the Lighting of the Beacon, national fundraising activities and themed events centred around "Fish and Chips". <b>CLLrs wishing to be involved to speak to LL</b>
0523/12	<b>PLANNING:</b> AD left the room a) 23/1486/HH: 3 Penmaes, erection of a front extension. No objections were raised. <b>Clerk to notify planning department</b> AD returned to the room.
0523/13	<b>FINANCE AND GOVERNANCE:</b> Presented by VLG  VLG shared her report including a summary of alternative banking options. CE asked that VLG liaise with RT to review and present a formal proposal at the next meeting. <b>VLG to action</b>  VLG shared the revised Standing Orders, accepted unanimously.  CE congratulated VLG on an unqualified Audit. VLG has completed and circulated the first draft of the Annual Report, <b>CLLrs to provide feedback to VLG by the 4<sup>th</sup> Nov 2023</b>  HSBC Account balances and payments as at 22/10/2023 to be approved, a bank reconciliation was circulated. It noted the following cash in hand per Bank Statements: Petty Cash: 0.00 Recycling: 50,796.49 Bryntitli: 31,424.41 Allotments: 681.37 Allotment (Saving): 0.01 Toilets 6,690.93 Current (precept) 50,982.29 The balances supported by bank statements and the following payments were approved (AD/LL):  <b><u>PRECEPT - Invoices for payment:</u></b> Clerk Oct 2023 salary as contracted Current a/c (IB) RFO Oct 2023 salary as contracted Current a/c (IB) HMRC Sept 2023 as approved by DD- NB balance tr from toilet a/c Current a/c (IB) Clerk SLCC training 1 84.00 Clerk SLCC training 2 84.00 Starboard Systems, Scribe Accounts 2023-24 345.60 Freedom Leisure room hire for Coronation Events 281.85  <b><u>TOILETS - Invoices for payment:</u></b> Caretaker Oct 2023 salary as contracted. Toilet a/c (IB) Dwr Cymru Cemetery Toilets 56.25 Office Solutions, cleaning materials 160.61  <b><u>ALLOTMENTS - Invoices for payment: None</u></b> <b><u>RECYCLING - Invoices for payment: None</u></b> <b><u>BRYNTITLI - Invoices for payment: None</u></b> Funding applications: General request from Welsh Air Ambulance, noted

	Sponsorship for the Brecon and Radnorshire Regional Urdd Eisteddfod considered. DT proposed sponsorship of one competition at £75. CH seconded by LL proposed sponsorship of three competitions at £150. Agreed. <b>Clerk to ask for more information on the competitions for CH and organise payment.</b>
0523/14	<b>CORRESPONDENCE:</b> List circulated and noted.
0523/15	<b>URGENT ITEMS NOT ON THIS AGENDA:</b> <ol style="list-style-type: none"> <li>Insurance renewal notice: The clerk shared information on the current insurance cover. <b>Clerk to seek clarification on a number of aspects and share with Cllrs.</b></li> <li>Smithfield Trustees reminded to ask for the subject of insurance to be added to the next Trustees meeting.</li> </ol>
0523/16	<b>UPDATES FROM THE CLERK:</b> <ol style="list-style-type: none"> <li>The Clerk reminded Cllrs of the forthcoming R2K Film Night at the Lost Arc on the 14th Nov and the PCC Quarterly Town and Community Meeting on the 22<sup>nd</sup> Nov.</li> <li>Toilet running costs: Clerk explained the current costs exceed the income. VLG asked for information on the Terms of Contract between RTC and PCC for the Toilets. <b>Clerk to check.</b> Clerk to ask for toilet running costs to be added to the next quarterly PCC Town and Community Meeting on the 22<sup>nd</sup> November. <b>Clerk to action.</b> Ensure the subject of toilet running costs are added as the first Agenda item on next months meeting. <b>Clerk to action.</b> <b>Meeting to start at 6.30pm</b></li> </ol>
0523/17	<b>EXCLUSION OF PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS ITEMS</b> <i>under the Public Bodies (Admission to Meetings) Act 1960 (3) it was resolved to exclude members of the public during discussion of the following agenda items:</i> <b>None discussed</b>
0523/18	<b>DATE OF NEXT MEETING: Tuesday 21<sup>st</sup> November 2023</b> at Cwmdauddwr Old School
CLOSE	The meeting closed at 09.30pm

**ACTION POINTS:** Actions from the last meeting and carried forward from previous meetings:

Clerk	<ul style="list-style-type: none"> <li>• Rubbish Bins faulty: Notify BM Wilson quotes were acceptable but remove paints and source directly</li> <li>• Town Liaison Position: Ask PCC if the remaining vacancy has been filled</li> <li>• O/G High Sheriff: Keep him updated on Community Awards Event</li> <li>• Sale of Mower: forward information to VLG for her to process payment</li> <li>• Photo of the Full Council to be taken: Organise for the December meeting</li> <li>• Council owned sites: Check for information available and share with CE</li> <li>• CAT Meeting: send meeting link to LL, CW, DOE</li> <li>• Oak Tree CAT: Ask PCC if they will pay 50% of the conveyancing fees</li> <li>• North Road Allotment Field: Arrange meeting with Allotment Committee, LL, CH &amp; CW</li> <li>• Policies and Risk Assessments: Revise remaining documents and circulate at a future meeting.</li> <li>• Planning application: Feedback no objections</li> <li>• Urdd Eisteddfod: Obtain information on competitions and notify CH. Arrange for payment</li> <li>• Insurance: Seek clarification on queries and share with Cllrs.</li> <li>• Toilets: Check on the agreement between RTC and PCC.</li> <li>• Toilets: Circulate costs for discussion at the next monthly meeting</li> <li>• Toilets: Ask for running costs to be added to the quarterly PCC Town and Community meeting agenda</li> <li>• Bright HR: Sign the new contract.</li> </ul>
CW	<ul style="list-style-type: none"> <li>• O/G Town Clock/ War Memorial: Continue to discuss possible works on the posts</li> <li>• O/G Car Park Wayleaves: Follow up with Western Power</li> <li>• CCTV: Provide proposal and quote for CCTV to cover the waste recycling area at the Nov meeting</li> </ul>
RT	<ul style="list-style-type: none"> <li>• Conferencing Equipment: Liaise with DT on issues and arrange for faulty items to be returned under warranty.</li> </ul>

Certified as a true record

Date

Chairman: Councillor R Thomas \_\_\_\_\_.

\_\_\_\_\_

DL	<ul style="list-style-type: none"> <li>Chambers IT: Discuss IT connectivity with JS and work together to come up with a proposal for the next meeting (carry forward to November)</li> </ul>
JS	<ul style="list-style-type: none"> <li>Chambers IT: Work with DL on a proposal to solve IT connectivity issues, to present at the next meeting (carry forward to November)</li> </ul>
AD	<ul style="list-style-type: none"> <li>North Road Allotments: Contact Jake Berriman re possible use for community food production</li> </ul>
VLG	<ul style="list-style-type: none"> <li>Training Needs Assessment: Complete the Training Plan and issue in November</li> <li>Previous Clerks Pension: Resolve outstanding payment, report to Pension Regulator</li> <li>Bank Fees: Liaise with RT to prepare a proposal on future bank accounts for presentation at the next meeting</li> <li>Sale of Mower: Raise invoice and process payment</li> <li>Provide information on the purchase of Conferencing equipment to DT/RT</li> </ul>
KC	<ul style="list-style-type: none"> <li>O/G Community Awards Event: Event to be held in March, keep RTC updated on plans</li> </ul>
LL	<ul style="list-style-type: none"> <li>Oak Tree Conveyancing: Investigate options for alternative name and address on the transfer deed</li> </ul>
DT	<ul style="list-style-type: none"> <li>Conferencing Equipment: Liaise with RT on issues to enable faulty items to be returned under warranty.</li> <li>Remembrance: reconfirm arrangements with Andrew Jones. Notify people there will be a Church Service and ensure VLG receives an invoice for the Wreaths</li> </ul>
CE	<ul style="list-style-type: none"> <li>North Road Allotment Field: Continue to pursue information on boundary with solicitors.</li> </ul>
All Cllrs.	<ul style="list-style-type: none"> <li>Car Park Meeting: advise Clerk if anyone wants to attend</li> <li>Elan Valley Trail Gate: Will not fit Community Garden, consider other sites or uses.</li> <li>D-Day plans: anyone interested in being involved to liaise with LL</li> <li>VLG annual report: read and provide feedback to VLG by the 4<sup>th</sup> November.</li> <li>Smithfield Trustees insurance: Trustees to ask for the subject to be added to their next meeting</li> </ul>

Certified as a true record

Chairman: Councillor R Thomas \_\_\_\_\_.

Date \_\_\_\_\_