

<b>Minutes from the ORDINARY MEETING of RHAYADER TOWN COUNCIL held at: 6.30 pm on the 21<sup>st</sup> November 2023</b> in the Council Chamber, Cwmdauddwr Old School Community Centre.	
0623/01	<p><b>The meeting opened at 06.40pm</b></p> <p><b>ATTENDING:</b> C. Evans (CE) Chairing.  Cllrs. A. Davies (AD); D.O. Evans (DOE); D. Lloyd (DL); C. Walton (CW); D. Davies (DD); V. Jones-Davies (VJD); J. Stuart (JS) and C. Hamer (CH) K. Cronin (KC). joined the meeting at 7.00pm and R. Thomas (RT) joined the meeting remotely.  Finance Officer V. Garwood (VLG) and Clerk J. Stephens (Clerk)  Karen Compton representing the Press joined remotely at 8pm</p> <p><b>APOLOGIES:</b> Cllrs. L. Lloyd (LL); D. Thomas (DT) and W. Davies (WD)</p>
0623/02	<p><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.  It was agreed Cllrs. would declare any interests relating to Bryntitli Applications as they arose.  AD shared information gained at a recent training course where it was explained that Cllrs do not need to leave the room for discussions where they have an indirect interest. Cllrs can listen to the debate and be present to answer questions from other Cllrs. They cannot join the debate and cannot vote on the subject. VLG clarified the situation regarding prejudicial interests. If unsure, better to leave the meeting.</p>
0623/03	<b>CHAIRMAN'S ANNOUNCEMENTS: None</b>
0623/04	<p><b>MATTERS FOR DISCUSSION UNDER URGENT BUSINESS:</b> raised since the issue of the agenda:  Planning Application (see 0623/12) Clerk  CCVT for the Town (see 0623/15b) (CW)</p>
0623/05	<p><b>MINUTES:</b></p> <p>a) The Minutes of the Ordinary Meeting held on the 24<sup>th</sup> October 2023 were corrected to note items 0523/10a should state the issue has been reported to PCC Highways and noted by them but no further action will be taken at this time. Minutes were then approved.</p>
0623/06	<p><b>MATTERS ARISING FROM THE ORDINARY MEETING MINUTES NOT ON THE AGENDA:</b></p> <p>a) PCC Town Liaison position has been filled, Richard Morgan will remain as the Officer covering Rhayader.</p> <p>b) Council Owned Sites; J Narborough has provide the Clerk with her old files. This shows the Cwmdauddwr Car Park and Pound are both listed with the Land Registry as having Possessory Titles. There does not appear a formal title for the Tanners Row Pound. <b>Clerk to follow up with the Solicitors.</b> CE explained the rules around "Possessory Titles" CE and DOE shared information on other small parcels of land including the entrance to the property adjacent to the caravan site. They will discuss further and advise the Clerk if any further action is required. CE shared details of a message received from the Solicitors re the Llangurig Road Allotment Boundary which remains unresolved.AD raised concerns over the perpetuation of the issue should the executors sell the land using potentially incorrect information, this is not entirely covered by the Solicitors advice. <b>Clerk to follow up with CE.</b>  Insurance: the Clerk provided answers to the Cllrs questions: Crisis Management cover is to provide ancillary support in the event of a major incident such as a fire; The insurance for Trustees is a standard amount of £500,000 per claim and not per person; travel in Cllrs. own vehicles to meetings is not covered, it is expected this would be covered by Cllrs own car insurance.</p> <p>c) Council Trophies: currently held by Dolymynach. <b>Clerk to check status and ensure they are added to the insurance if appropriate</b>  Town Clock; it was clarified RTC would not be pursuing the CAT for the Clock. No further action required. CW does not need to take any further action with regards the posts.</p>

Certified as a true record

Date

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

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	<p>d) Wayleaves: It was confirmed documentation had now been received with a payment of £34.87 per annum for the Wayleave across Cwmdauddwr Car Park backdated for 6 years.</p> <p>e) Video conferencing equipment: <b>Clerk to forward contact details to DT to follow up</b></p> <p>f) Elan Trail Gate; AD advised JS the gate is too large for the Community Garden</p> <p>g) Community Awards Event: KC advised she is not able to continue with plans for the event at this time.</p> <p>h) Previous Clerks Pension: VLG advised she was waiting for a new Passcode, due imminently. All other actions ongoing.</p>
0623/07	<p><b>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS:</b></p> <p>a) The minutes of the Allotment Committee Meeting held on the 14<sup>th</sup> November 2023 were approved. <b>Clerk to ensure they are circulated electronically.</b></p> <p>b) AD explained the Allotment Committee had met onsite to discuss maintenance works required and details of a meeting scheduled with representatives of Social Farms &amp; Gardens which may impact the site. The Committee have agreed to wait for feedback from the meeting to see if letting the land for growing produce is a viable option. Assuming that has no impact on the maintenance works, it was agreed a working party be arranged to cut back the overhanging branches. If a grower cannot be found or will take some time, it was agreed the second option would be to let the field to a grazer free of charge on the condition they took responsibility for repairing the fence. CE proposed that the committee write to the executors re-stating the boundary is their responsibility even though RTC have carried out works on the fence and bear no further liability. <b>Clerk to follow up with CE.</b></p>
0623/08	<p><b>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</b></p> <p>a) AD shared her monthly update and reminded Cllrs to participate in the “Day Opportunities” feedback sessions which are now taking place in Rhayader after pressure from AD. AD also explained she had attended a meeting that shared the dangers of Vaping, highlighting that children as young as 4 have been found vaping. This is becoming a serious health issue.</p> <p>b) A question was raised on the availability and condition of the Defibs around town. It was clarified RT and the Defib committee take responsibility for ensuring all Defibs are regularly inspected to ensure they are in good order should they ever be required.</p> <p>c) Biodiversity: AD provided an update on plans to enhance planting around the Town with more Pollinator Friendly species and potentially introduce Apple Trees in the verges at Brynberth subject to Highways permission.</p> <p>d) Car Park review: AD updated Cllrs on the forthcoming meeting of the Powys CC Car Park review which includes Rhayader. Ideally income from Car Parks should come back to the local community but unlikely given the current financial pressures affecting PCC. Short Term street parking was discussed briefly. It should be there for short term visits but is used for long term parking often by residents. The situation is unlikely to change without enforcement.</p>
0623/09	<p><b>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</b></p> <p>a) <i>Toilets:</i> Annual running costs were shared highlighting a potential deficit for this financial year and a significant shortfall in the next financial year without additional funding from elsewhere. The majority of costs are attributed to the toilets in Dark Lane. The matter was discussed with consideration being given to charging for their use, the impact on future budgets and potential cost to residents. Karen Compton from the press joined the meeting at this stage, CE explained the situation and asked for this to be shared in the press; unless additional funding is forthcoming the council may have to relinquish its lease with PCC, leaving the future of the facility in its hands. DD wanted to be sure all avenues of external funding had been explored. The Clerk re-iterated PCC, The Trunk Road Agency and Welsh Government had all been contacted and were unable to provide any additional funding at this stage. Cllrs considered how this year’s shortfall would be funded, after discussion it was agreed funds put aside for refurbishment of the Cemetery Toilets would be used. Further</p>

	<p>discussion is required on funding beyond the end of March. <b>Clerk to add to the Precept Meeting Agenda.</b></p> <p>b) <i>CATs Update:</i> CE provided a brief update on the situation, meeting planned for the 28<sup>th</sup> Nov with PCC re the future of Dolgerddon.</p> <p>c) <i>Oak Tree CAT:</i> Clerk explained PCC had declined to pay any RTC conveyancing costs. This means the cost of the Oak Tree will total £1,020 (£600 plus disbursements and 50% of remedial works £375) with a suggested ongoing amount of £100 per annum on the precept for future surveys and potential works. <b>Clerk to go back to PCC again re costs.</b></p> <p>d) <i>Bins:</i> PCC have started replacing the old Cast Iron Bins with new dual purpose bins to incorporate recycling. If RTC wanted to keep the Cast Iron Bins, they would have to pay for bin bag inserts. After discussion it was agreed it would save costs and support recycling to move across to the new bins. <b>KC to ask if there are any larger bins available and arrange for the old cast iron bins to be placed in the RTC Container at the Weirglodd.</b> It was noted PCC will not replace the small bins, <b>Clerk to arrange for these to be repaired and painted as previously agreed.</b></p> <p>e) <i>Town Champion Project:</i> The Clerk confirmed funding had been secured to carry out a Feasibility Study in collaboration with R2K to assess the need for future employment of a Town Champion. The Clerk will be circulating a questionnaire <b>to be completed by all Cllrs.</b></p> <p>f) <i>Cwmduddwr Pound:</i> VJD explained she had been approached to ask if the council would be prepared to sell the Pound. DOE/JS asked that its retained at the time, agreed by all.</p> <p>g) <i>Bryntitli Applications:</i> It was agreed Cllrs would award up to a total maximum of this years Bryntitli income of £16,059.26. The applications were then considered against funding criteria to ascertain their eligibility. 2 applications had been withdrawn as they had decided they were not in a position to apply and 2 further applications were rejected as they failed to meet the funding criteria. <b>Clerk to advise applicants.</b> It was agreed a further meeting be arranged to consider the remaining eligible applications in more detail. <b>Next meeting, Wed 29<sup>th</sup> Nov 6.30pm</b></p> <p>h) <i>Remembrance Plans:</i> DD offered congratulations to the Remembrance Committee. Echoed by all. AD noted a debrief meeting was going to be scheduled. CE noted that only a few Cllrs attended the Church Service of Remembrance. It was felt as this service is seen as a “religious” service, not everyone should be expected to attend. If it’s a general service, this could be better explained next year. CE extended a previous offer to pay for the printing of additional programmes if required. CH asked if there were any more names to go onto the War Memorial, it was confirmed no but there is still some space should this ever be needed.</p>
0623/10	<b>HIGHWAYS AND PCC MATTERS:</b> a) None
0623/11	<b>PUBLICITY and EVENTS:</b> a) Toilets: Karen to report on the situation as noted above.
0623/12	<b>PLANNING:</b> a) 23/1602/HH: The Old Builders Trading Estate, Unit 1, East Street, LD6 5EA. Change of use to D1 as a place of worship/community hall and studio (partially retrospective). No objections were raised, <b>Clerk to notify Planning</b>
0623/13	<b>FINANCE AND GOVERNANCE:</b> Presented by VLG  VLG shared the accounts, AD noted it appeared not all Allotments had been paid for. The Clerk thought all had paid but will double check and report back. <b>Clerk to action.</b> It was noted that some Precept and Bryntitli payments appeared to have been slow in being issued. VLG noted.

	<p>VLG shared information on new NALC pay scales. Agreed to amend Clerks pay in line with recommendation. It was noted that there is usually an annual pay and performance review for all staff. <b>Clerk to arrange with the Chair and Deputy for herself, VLG and the Caretaker.</b></p> <p>VLG shared a training information document that explained the rules around S137 Power to Spend and how it affected council spending. Noted by all. The full training plan will be updated to include all Councillors by the end of the year. <b>VLG to action.</b></p> <p>Correspondence list was circulated, no new funding requests received.</p> <p>HSBC Account balances and payments as at 18/11/2023 to be approved, a bank reconciliation was circulated. It noted the following cash in hand per Bank Statements:</p> <table> <tr> <td>Petty Cash:</td><td>0.00</td></tr> <tr> <td>Recycling:</td><td>50,788.49</td></tr> <tr> <td>Bryntitli:</td><td>30,445.77</td></tr> <tr> <td>Allotments:</td><td>1,328.37</td></tr> <tr> <td>Allotment (Saving):</td><td>0.01</td></tr> <tr> <td>Toilets</td><td>5,957.29</td></tr> <tr> <td>Current (precept)</td><td>48,331.51</td></tr> </table> <p>The balances supported by bank statements and the following payments were approved (AD/VJD):</p> <p><b><u>PRECEPT - Invoices for payment:</u></b></p> <table> <tr> <td>Clerk Nov 2023 salary as contracted</td><td>Current a/c (IB)</td></tr> <tr> <td>RFO Nov 2023 salary as contracted</td><td>Current a/c (IB)</td></tr> <tr> <td>HMRC Nov 2023 as approved by DD- NB balance tr from toilet a/c</td><td>Current a/c (IB)</td></tr> <tr> <td>Salary Scale 8 back pay months 1-7</td><td>£455.00</td></tr> <tr> <td>RBL Wreaths</td><td>£50.00</td></tr> </table> <p><b><u>TOILETS - Invoices for payment:</u></b></p> <table> <tr> <td>Caretaker Nov 2023 salary as contracted.</td><td>Toilet a/c (IB)</td></tr> </table> <p><b><u>ALLOTMENTS - Invoices for payment: None</u></b></p> <p><b><u>RECYCLING - Invoices for payment: None</u></b></p> <p><b><u>BRYNTITLI - Invoices for payment: None</u></b></p>	Petty Cash:	0.00	Recycling:	50,788.49	Bryntitli:	30,445.77	Allotments:	1,328.37	Allotment (Saving):	0.01	Toilets	5,957.29	Current (precept)	48,331.51	Clerk Nov 2023 salary as contracted	Current a/c (IB)	RFO Nov 2023 salary as contracted	Current a/c (IB)	HMRC Nov 2023 as approved by DD- NB balance tr from toilet a/c	Current a/c (IB)	Salary Scale 8 back pay months 1-7	£455.00	RBL Wreaths	£50.00	Caretaker Nov 2023 salary as contracted.	Toilet a/c (IB)
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0623/14	<b>CORRESPONDENCE:</b> List circulated and noted.																										
0623/15	<p><b>URGENT ITEMS NOT ON THIS AGENDA:</b></p> <ul style="list-style-type: none"> <li>a) Planning Application (see 0623/12)</li> <li>b) CCTV for the Town: Following the recent break in at the Spar in an attempt to access the Cash Machine, CW asked if the Council would consider installing CCTV in town. After discussion it was felt there was no capacity to manage this type of system. <b>No further action at this time.</b></li> <li>c) The PCSO Gareth has offered to come and speak to Cllrs at a future meeting. <b>Clerk to arrange for an invite</b></li> <li>d) IT Issues: Some Cllrs continue to have problems accessing their Council Emails. DT hold an IT “surgery” prior to the start of the next meeting. <b>Cllrs to bring Laptops/phones with them to include DD, CW, CH &amp; DOE and any other with problems. Meeting to start at 6.30 to accommodate this item.</b></li> </ul>																										
0623/16	<p><b>UPDATES FROM THE CLERK:</b></p> <ul style="list-style-type: none"> <li>a. None from the Clerk, DOE reminded Cllrs of the PCC Quarterly Town and Community Council meeting on the 22<sup>nd</sup> November 2023.</li> </ul>																										

0623/17	<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: <b>None discussed</b></i>
0623/18	<b>DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> December 2023</b> at Cwmdauddwr Old School. <b>It was agreed the meeting would start early to accommodate a Photo of the Council and resolving email issues.</b>
CLOSE	The meeting closed at 09.40pm

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

Clerk	<ul style="list-style-type: none"> <li>• Photo of the Full Council to be taken: Organise for the December meeting</li> <li>• Council owned sites: Follow up on The Tanners Row Pound with CE/ solicitors</li> <li>• Oak Tree CAT: Ask PCC again if they will contribute to the conveyancing fees</li> <li>• Llangurig Road Allotment Field: Follow up with CE re boundary issues</li> <li>• Shortfall in Toilet Costs: Add to the Precept Agenda and note use of refurbishment money</li> <li>• Policies and Risk Assessments: Revise remaining documents and circulate at a future meeting.</li> <li>• Planning application: Feedback no objections</li> <li>• Allotment Minutes: Circulate electronically</li> <li>• Video Conferencing Kit: Forward information to DT to follow up</li> <li>• Rubbish Bins: Arrange for BM Wilson to carry out repairs on the small bins only</li> <li>• Council Trophies: Follow up with Dolymynach</li> <li>• Crime: Invite PCSO to a future meeting</li> <li>• Bryntitli: Notify applicants who are not eligible</li> <li>• Staff Reviews: Organise review meeting between RT &amp; CE and the Clerk, Caretaker and VLG</li> </ul>
CW	<ul style="list-style-type: none"> <li>• <b>ON HOLD:</b> CCTV: Provide proposal and quote for CCTV to cover the waste recycling area. Wait until decision made on Toilets</li> </ul>
DL & JS	<ul style="list-style-type: none"> <li>• Chambers IT: Discuss IT connectivity and work together to come up with a proposal for the next meeting (carry forward to December)</li> </ul>
VLG	<ul style="list-style-type: none"> <li>• Previous Clerks Pension: Resolve outstanding payment, follow up on access code</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>• Training Plan: Complete full plan by the end of the year</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: Follow up faults with the supplier.</li> <li>• Remembrance: arrange for payment of Wreaths using cheque provided.</li> <li>• IT/Email issues: Provide assistance and advice to Cllrs at the next meeting to help resolve issues.</li> </ul>
CE	<ul style="list-style-type: none"> <li>• Llangurig Road Allotment Field: Continue to pursue information on boundary with solicitors and discuss with Clerk.</li> </ul>
All Cllrs.	<ul style="list-style-type: none"> <li>• Complete the Town Champion Questionnaire and return to Clerk or bring to the next meeting</li> <li>• IT/Email issues: Anyone with IT issues to come to join the next meeting early to work with DT to resolve issues</li> </ul>