

<b>Minutes from the ORDINARY MEETING of RHAYADER TOWN COUNCIL held at: 6.30 pm on the 12<sup>th</sup> December 2023</b> in the Council Chamber, Cwmdauddwr Old School Community Centre. <b>Prior to the start of the meeting DT and DL provided an IT support service to Cllrs. Thanks to you both</b>	
0723/01	<p><b>The meeting opened at 07.05pm preceded by Photos of the Bryntitli recipients and Councillors. Thanks to Ruth Rees for taking the photos.</b></p> <p><b>ATTENDING:</b> Cllr. R. Thomas (RT) Chairing.  Cllrs. A. Davies (AD); D.O. Evans (DOE); D. Lloyd (DL); C. Walton (CW); D. Davies (DD); C. Evans (CE)  V. Jones-Davies (VJD); J. Stuart (JS); D. Thomas (DT); W. Davies (WD) and Clerk J. Stephens (Clerk)  <b>APOLOGIES:</b> Cllrs. L. Lloyd (LL); C. Hamer (CH); K. Cronin (KC) and Finance Officer V. Garwood (VLG)</p>
0723/02	<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. <b>None declared.</b></p>
0723/03	<p><b>CHAIRMAN'S ANNOUNCEMENTS:</b></p> <p>Thanks were extended to CE for deputising and opening the St Clements Christmas Fayre.  RT explained he had attended the Luncheon Club Christmas celebrations on their 45<sup>th</sup> Anniversary. He extended his thanks and passed on his congratulations for a lovely meal.  He was delighted to have awarded almost the full amount received from the Bryntitli Fund this year of nearly £16,000. Congratulations to all recipients.</p>
0723/04	<p><b>MATTERS FOR DISCUSSION UNDER URGENT or ANY OTHER BUSINESS:</b> raised since the issue of the agenda: Poppies: DOE (see item 0723/15a)</p>
0723/05	<p><b>MINUTES:</b></p> <ul style="list-style-type: none"> <li>a) The Minutes of the Ordinary Meeting held on the 21<sup>st</sup> November approved</li> <li>b) The minutes of the Bryntitli Meeting held on the 29<sup>th</sup> November were corrected to note all Cllrs declared interests as required and a typing error on the Nursery figure. They were amended then approved.</li> </ul>
0723/06	<p><b>MATTERS ARISING FROM THE ORDINARY MEETING MINUTES NOT ON THE AGENDA:</b></p> <ul style="list-style-type: none"> <li>a) Bryntitli: It was agreed DD, CW and JS would meet with representatives of Waun Capel to discuss their funding application and project further. Date proposed Tue 19<sup>th</sup> Dec. <b>Clerk to organise.</b> Further discussion required on the funding guidelines, <b>Clerk to add to the Feb meeting.</b></li> <li>b) PCC Town and Community Meeting: DOE explained he had attended and funding of Toilets was raised. Matt perry from PCC had commented that funding might be found. <b>AD and Clerk to follow up.</b> After further discussion it was agreed the Clerk would follow up on previous letters received and notify PCC and WG that RTC will have no alternative but to relinquish its lease if no further funding can be found. <b>Clerk to action.</b></li> <li>c) Car Park: CW noted PCC still owe RTC income from Electricity charges for the Parking Meters and central Lighting. <b>Clerk to follow up.</b></li> <li>d) Oak Tree: (see item 0723/09b)</li> <li>e) Bank Fees: <b>RT to take this up with VLG to move forward.</b></li> <li>f) Sports Hall Fund: Clerk confirmed the amount ring fenced was £39,606</li> <li>g) Faulty Conferencing Equipment: <b>DT to follow up in the next 2 weeks.</b></li> </ul>
0723/07	<p><b>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS:</b></p> <ul style="list-style-type: none"> <li>a) <b>None to report</b></li> </ul>
0723/08	<p><b>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</b></p> <p>AD provided an update, to include:</p> <ul style="list-style-type: none"> <li>a) AD provided and update with specific feedback on:</li> </ul>

	<p>b) Car Park review: Cllrs shared their views on parking as discussed previously. <b>AD to consolidate feedback and respond to PCC consultation.</b></p> <p>c) Biodiversity: AD confirmed a funding bid had been submitted to the PCC Biodiversity Officer and circulated an outline of proposed "Pollinator Project" plans.</p>																		
0723/09	<p><b>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</b></p> <p>a) <i>CATs Update</i>: RT confirmed that PCC have rescinded the CAT for the main Dolgerddon site although the Gardens were still available. He provided a brief overview on potential plans for Dolgerddon. <b>Clerk to circulate information.</b></p> <p>b) <i>Oak Tree CAT</i>: Clerk explained PCC had again 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. It was proposed RTC decline the CAT and leave the tree with PCC (DD/JS) To avoid it being felled, it was proposed RTC set up a Crowdfunding page (CW/AD) supported by all, <b>RT to action.</b></p> <p>c) <i>Town Champion Project</i>: The Clerk thanked those Cllrs who had provided feedback and reminded others to submit their questionnaires as soon as possible. <b>Cllrs to respond.</b></p> <p>d) <i>Document Storage</i>: The Clerk explained it was difficult to access some old documents as the filing cabinets were broken and sought permission to purchase a replacement costing £149.99. <b>Agreed ok to proceed.</b></p> <p>e) <i>Prep for Precept Meeting</i>: The Clerk circulated copies of financial information prepared by VLG and asked if it was clear enough to be used at the Precept meeting. It was thought some areas required additional narrative, amounts ringfenced to be clear, forecast costs to be clear and a column showing totals would help. <b>Clerk to notify VLG.</b></p>																		
0723/10	<p><b>HIGHWAYS AND PCC MATTERS:</b></p> <p>a) None</p>																		
0723/11	<p><b>PUBLICITY and EVENTS:</b></p> <p>a) Thanks expressed to Karen for the article on Toilets.</p>																		
0723/12	<b>PLANNING: none to consider.</b>																		
0723/13	<p><b>FINANCE AND GOVERNANCE:</b> Presented by the Clerk</p> <p>The correspondence list was circulated and noted.</p> <p>A general funding request from the Urdd was noted. RTC is already supporting Urdd through sponsorship of 3 competitions.</p> <p>A copy of the accounts summary was circulated . HSBC Account balances and payments as at 09/12/2023 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>50,780.49</td></tr> <tr> <td>Bryntitli:</td><td>30,437.77</td></tr> <tr> <td>Allotments:</td><td>1,320.37</td></tr> <tr> <td>Allotment (Saving):</td><td>0.01</td></tr> <tr> <td>Toilets</td><td>5,061.80</td></tr> <tr> <td>Current (precept)</td><td>50,997.36</td></tr> </table> <p>The balances supported by bank statements and the following payments were approved (DT/WD):</p> <p><b>PRECEPT - Invoices for payment:</b></p> <table> <tr> <td>Clerk Dec 2023 salary as contracted</td><td>Current a/c (IB)</td></tr> <tr> <td>RFO Dec 2023 salary as contracted</td><td>Current a/c (IB)</td></tr> </table>	Petty Cash:	0.00	Recycling:	50,780.49	Bryntitli:	30,437.77	Allotments:	1,320.37	Allotment (Saving):	0.01	Toilets	5,061.80	Current (precept)	50,997.36	Clerk Dec 2023 salary as contracted	Current a/c (IB)	RFO Dec 2023 salary as contracted	Current a/c (IB)
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	<p>HMRC Dec 2023 as advised by DD- NB balance tr from toilet a/c Fastnet Invoice 541342, hosting services</p> <p><b>Current a/c (IB)</b> £125.45</p> <p><b><u>TOILETS - Invoices for payment:</u></b> Caretaker Dec 2023 salary as contracted. Rhayader Building Supplies Invoice 410373, repairs</p> <p><b>Toilet a/c (IB)</b> £81.58</p> <p><b><u>BRYNTITLI – Payments to be processed:</u></b> Cylch Ti a Fi: £207.82 Rhayader Football Club: £1,000 Rhayader Primary School PTFA: £1,000 Rhayader Community Nursery: £758.00 Rhayader &amp; District Motor Cycle &amp; Light Car Club: £5,000 The Groe Trust: £2,000 Rhayader Leg Club: £606.27</p> <p>Waun Capel Parc, amount to be confirmed after the forthcoming meeting.</p> <p><b><u>ALLOTMENTS - Invoices for payment: None</u></b> <b><u>RECYCLING - Invoices for payment: None</u></b></p>
0723/14	<b>CORRESPONDENCE:</b> List circulated and noted.
0723/15	<p><b>URGENT ITEMS NOT ON THIS AGENDA OR ANY OTHER BUSINESS:</b></p> <p>a) DOE noted there were still a number of large Plastic Poppies along the telegraph poles. DT to remind the Scouts they need to be removed. <b>DT to action</b></p> <p>b) RT explained he had a meeting planned to discuss possible changes to the railings on the 14<sup>th</sup> December. <b>Cllrs invited to attend.</b></p>
0723/16	<p><b>UPDATES FROM THE CLERK:</b></p> <p>a. No further updates.</p>
0723/17	<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>
0723/18	<b>DATE OF NEXT MEETING:</b> Precept Planning Meeting: <b>Tuesday 9<sup>th</sup> January 2024</b> and the Ordinary Meeting on <b>Tuesday 23<sup>rd</sup> January 2024</b> at Cwmdauddwr Old School.
CLOSE	The meeting closed at 08.40pm

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

Clerk	<ul style="list-style-type: none"> <li>• <b>Shortfall in Toilet Costs:</b> Add to the Precept Agenda and note use of refurbishment money</li> <li>• <b>Toilet Costs:</b> Follow up with PCC /WG on potential closure in conjunction with AD</li> <li>• <b>Toilets, PHS contract:</b> Check on contract notice requirements if necessary.</li> <li>• <b>Precept preparation:</b> Ask VLG to include an additional column to total spent/forecast</li> <li>• <b>Dolgerddon Plans:</b> Circulate copy to Cllrs.</li> <li>• <b>Waun Capel Bryntitli request:</b> Organise a meeting with representatives to discuss further.</li> <li>• <b>Bryntitli Guidelines:</b> Add to the February Agenda to review</li> <li>• <b>Car Park:</b> Follow up with PCC on refund outstanding Parking Meters &amp; Central Lighting Electricity costs</li> <li>• <b>Policies and Risk Assessments:</b> Revise remaining documents and circulate at a future meeting.</li> <li>• <b>Rubbish Bins:</b> Arrange for BM Wilson to carry out repairs on the small bins only</li> </ul>
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Certified as a true record

Date

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

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	<ul style="list-style-type: none"> <li>• <b>Council Trophies: Follow up with Dolymynach</b></li> <li>• <b>Council owned sites: Follow up on The Tanners Row Pound with CE/ solicitors</b></li> <li>• <b>Llangurig Road Allotment Field: Follow up with CE re boundary issues</b></li> <li>• <b>Crime: Invite PCSO to a future meeting</b></li> <li>• <b>Staff Reviews: Organise review meeting between RT &amp; CE and the Clerk, Caretaker and VLG</b></li> </ul>
<b>CW</b>	<ul style="list-style-type: none"> <li>• <b>ON HOLD: CCTV: Provide proposal and quote for CCTV to cover the waste recycling area. Wait until decision made on Toilets</b></li> </ul>
<b>RT</b>	<ul style="list-style-type: none"> <li>• <b>Oak Tree: Set up a Crowdfunding Site</b></li> <li>• <b>Bank Fees: Discuss with VLG</b></li> </ul>
<b>AD</b>	<ul style="list-style-type: none"> <li>• <b>Car Park Review: Consolidate feedback and respond to the review</b></li> </ul>
<b>DL &amp; JS</b>	<ul style="list-style-type: none"> <li>• <b>Chambers IT: Discuss IT connectivity and work together to come up with a proposal for the next meeting (carry forward to January)</b></li> </ul>
<b>VLG</b>	<ul style="list-style-type: none"> <li>• <b>Presentation of Accounts for Precept Meeting: incorporate suggestions from Clerk and circulate.</b></li> <li>• <b>Previous Clerks Pension: Resolve outstanding payment, follow up on access code</b></li> <li>• <b>Bank Fees: Liaise with RT to prepare a proposal on future bank accounts for presentation at the next meeting</b></li> <li>• <b>Sale of Mower: Raise invoice and process payment</b></li> <li>• <b>Training Plan: Complete full plan by the end of the year</b></li> </ul>
<b>LL</b>	<ul style="list-style-type: none"> <li>• <b>ON HOLD: Oak Tree Conveyancing: Investigate options for alternative name and address on the transfer deed – wait for outcome from Crowdfunding.</b></li> </ul>
<b>DT</b>	<ul style="list-style-type: none"> <li>• <b>Conferencing Equipment: Follow up faults with the supplier within the next 2 weeks</b></li> <li>• <b>Poppies: Liaise with the Scouts to get the Poppies taken down.</b></li> </ul>
<b>CE</b>	<ul style="list-style-type: none"> <li>• <b>Llangurig Road Allotment Field: Discuss boundary issues with the Clerk.</b></li> </ul>
<b>All Cllrs.</b>	<ul style="list-style-type: none"> <li>• <b>Complete the Town Champion Questionnaire and return to Clerk or bring to the next meeting</b></li> <li>• <b>Railings: Meeting organised by RT on the 14<sup>th</sup> Dec to discuss PCC plans for the Railings, all Cllrs invited to attend to share views</b></li> </ul>