

Minutes from the MEETING of RHAYADER TOWN COUNCIL held at: 7.00 pm on the 28th June 2023 in the Council Chamber, Cwmduddwr Community Centre.	
0223/01	<p>The ordinary meeting opened at 7.05pm</p> <p>ATTENDING: Cllr. R. Thomas (RT) Chairing. Cllrs. A. Davies (AD); V. Jones-Davies (VJD); J. Stuart (JS); D. Lloyd (DL); D.O. Evans (DOE); L. Lloyd (LL); C. Hamer (CH); Finance Officer V. Garwood (VLG) and Clerk J. Stephens (Clerk)</p> <p>APOLOGIES: Cllrs D. Davies (DD); W. Davies (WD); K. Cronin (KC); C. Evans (CE); C. Walton (CW) and D. Thomas (DT)</p>
0223/02	<p>DECLARATIONS OF INTEREST: Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at the meeting.</p> <p>LL, RT and DL declared an interest in the parking on Bridge Street due to the site of their properties</p>
0223/03	<p>CHAIRMAN'S ANNOUNCEMENTS:</p> <p>Attended Pont yr Elan show and presented Pam Davies with a gift on her retirement from the Show Committee.</p> <p>Attended the Leg Club facilitated by the Arches to learn more about the valuable work carried out by the club and their plans to expand and offer access to services such as Chiropody and Hearing Aids.</p> <p>Attended the Environment and Nature Conference which will be covered later on the Agenda</p> <p>Has agreed to provide a quarterly update for the Arches Newsletter.</p>
0223/04	<p>MATTERS FOR DISCUSSION UNDER URGENT BUSINESS: raised since the issue of the agenda:</p> <ol style="list-style-type: none"> AD - Gate from the Elan Valley Trail (see 0223/15a) AD - The Oak Tree (see 0223/14b) JS - D. Day 2024 80th Anniversary Commemorations (see 0223/15b) CH - Parking in Rhayader (see 0223/10b) Clerk - Broadway Partners email (see 0223/14a)
0223/05	<p>MINUTES:</p> <ol style="list-style-type: none"> The Minutes of the AGM held on the 21st May 2023 were amended to include L. Lloyd as a member of the Remembrance Sub-Committee and the School Board corrected to read School Governing Body. The minutes were then approved. (AD/VJD) The Minutes of the Ordinary Meeting held on the 22nd May 2023 were approved. (LL/VJD) The Minutes of the Allotment Committee held on the 22nd May 2023 were approved. The Minutes of the Toilet Committee held on the 22nd May 2023 were approved.
0223/06	<p>MATTERS ARISING FROM THE AGM AND ORDINARY MEETING MINUTES NOT ON THE AGENDA:</p> <ol style="list-style-type: none"> AGM- Carry forward the following actions to July: Revised Standing Orders (VLG) and Western Power, Car Park Wayleaves (CW) Clerk to note AGM- Representation on external organisations: Dolmynach have advised they are not holding meetings currently due to ill health but will ensure RTC are invited when resumed. The next meeting scheduled for Elan Links is on the 20th September. Clerk to forward information to CE and CW. VLG to liaise directly with Cllrs. who have yet to complete their Training Needs Assessment GP Vacancy: Clerk to follow up and share once received. FL User Group Meeting: Clerk waiting to hear back from FL with possible dates. Meeting can only cover general queries, all other matters form part of the official Leisure Centre review. Clerk to follow up. Net Zero: carry forward, VLG to discuss with RT Rubbish Bins not closing properly: it appears some are faulty: Asset Committee to pick this up to resolve. Sale of the Mower: This has been discussed by the Asset Committee. Asset Committee to prepare a proposal outlining the spec. of the replacement for the next meeting. High Sheriff: Clerk to keep him informed of possible dates for the Community Awards Event

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	<p>j) Road surface by Leisure Centre: AD reported back on her discussion with PCC. They acknowledged that it needs doing but is not going to happen for the foreseeable future.</p> <p>k) Cemetery Grass Cutting: has now been done. Thanks passed to AD and VJD for their work on keeping the Cemetery tidy. Repairs required on the entrance, AD has discussed with PCC; they have committed to review their budget at year end and will allocate money if there is any spare.</p> <p>l) Photo required of the Full Council: Clerk to add to a future meeting</p> <p>m) Nant Rhyd-hir Brook: This has been reported to and acknowledged by NRW. Clerk to follow up on response. JS noted there were reports of debris including Shampoo Bottles in the Brook.</p> <p>n) WiFi provision in the Chamber: Zoom account was set up by the Clerk, payment to be processed. Need decent WiFi signal for it to work effectively, JS, RT and DL discussed options including the possibility of a Phone Line. DL to purchase a card and test signal throughout the Chamber. He will discuss findings with JS and make recommendations at the next Full Council meeting.</p>
0223/07	<p>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS:</p> <p>a) Allotments: AD updated Cllrs. on the damage to the Allotment Field Gate from a passing car. Clerk advised she was in contact with the drivers insurance company and had received a quote for the repairs. Insurance company require 2 quotes, Clerk was provided with another contractors details. Clerk to follow up</p> <p>b) Allotments: AD explained due to this new issue with the gate and the ongoing debate concerning ownership of the fence, RTC were still unable to rent out the Allotment Field. DOE suggested the field was extended to provide additional allotments. The demand for this is unknown as the availability of Allotments has not been widely advertised. Future of the field to be considered by the Allotment Committee.</p> <p>c) Events: LL reported an Events Committee meeting had been held, LL is now the Chair of this Committee with DT remaining as the Chair of the Remembrance Sub-Committee. ToRs have been updated to reflect the Events Committee and Remembrance Sub-Committee relationship. Minutes to follow.</p> <p>d) Asset Committee; the Library CAT: RT reported on the recent Committee Meeting held following the latest information from the Library Service and PCC officers. Minutes to be circulated but key issues included reservations regarding the transfer given the condition of the building and the unacceptable conditions in the Heads of Terms. The subject was discussed and noted that if RTC decided not to proceed, there would potentially be an opportunity to review this stance if the Library came under threat of closure, however there are no guarantees this would be the case and there is still a possibility the Library Service could be lost. LL shared the potential benefits of gaining ownership of the building if it could be developed sufficiently. To enable RTC to make an informed decision the Asset Committee proposed a building survey be commissioned at a cost of C. £1,500 with the results of this shared with the Full Council for a final decision. (LL/JS) Carried unanimously. Clerk to discuss with CE</p>
0223/08	<p>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</p> <p>AD provided a written report, copy circulated to all. Specific points highlighted:</p> <p>a) After a lot of work, the Youth Club now has a committee and formal constitution in place. Meetings will be held weekly in the Old School. Full details to be advertised shortly. RTC congratulated AD on her efforts. RT would like to make a donation from the Mayors Allowance. VLG to advise on process. (see 0223/15c)</p> <p>b) A meeting had been held to discuss Gully Clearance. It was explained that during recent heavy rain, the Gullies were not blocked as had been assumed, but sheer volume of water just poured down the streets. Due to the limited number of Gully Cleaners, key sites are given</p>

	<p>priority. Use of Road Sweepers to keep gutters clear is important, however, unless advance notice is given, cars parked along the road prevent access and reduces effectiveness of the work. AD reported overall it was a really positive meeting with offices being proactive and looking for solutions.</p> <p>c) Met with the local board member for the PTHB to discuss residents' concerns. There is limited action the Board can take regarding complaints but concerns will be raised. AD had suggested the Surgery take the window space at the Arches for a period to advertise the additional services available. Clerk to share with the practice manager.</p> <p>d) Met with the Sports Association to discuss possible funding opportunities and development of the Weirglodd site. DD has a set of plans outlining the development although JS understands the scope has changed since the original plans were compiled. A feasibility study is now required. The expected cost is around £3,500, it is hoped this could be shared across possible stakeholders or to ask RTC to cover it. Clerk to ask DD to circulate the latest plans, information and proposal re the feasibility study.</p>
0223/09	<p>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</p> <p>a) NHS Local Hero Scheme: 3 possible nominations: 1 declined as they live outside the area, 2nd one not with the NHS but AD will pick this up as part of an alternative award scheme; the PCC Gold and Silver Kite awards. Formal nomination agreed as the St Johns Ambulance Response Team. Clerk to register this with the NHS</p> <p>b) Community Awards Event – agreed to defer this until KC returns. The timescales can be extended as required. Clerk to add to a future agenda.</p> <p>c) Environment and Nature Conference: AD and RT attended the conference and now have lots of ideas for ways RTC can help develop and enhance the Biodiversity within the town. AD is going to arrange to meet with representatives from Talgarth "On the Verge" project and the Local Places for Nature Officer from OVW. It was agreed to set up a Working Group now comprising AD, RT, LL and DL. More works needs to be done to communicate with residents to explain the benefits of the mowing regime, by working collaboratively so much more can be achieved. VLG explained Llanyre have carried out a lot of research on this subject. VLG to ask for information and share with RTC</p> <p>d) Welsh Language Scheme : The Clerk circulated a draft copy of the Welsh Language Scheme for discussion and approval. CH confirmed his willingness to communicate with any Welsh speakers if required. The scheme was discussed with some concerns being raised about the ability to deliver some aspects with suggestions being made to improve the scheme. Clerk to note comments and amend the document accordingly. Clerk to then forward to the Welsh Language Commissioner for approval and comment.</p> <p>e) LL raised concerns over the volume of emails received. After discussion it was noted there was no real solution to this, Cllrs need to be provided with information. DL to work with LL to make it simpler to access and read emails via her phone.</p> <p>f) The Clerk asked if it was possible to enhance the Website to provide a page for sharing specific community information. VLG explained access was required to upload specific information required for legal purposes. JS explained this could be done and thought he had a password to allow this. JS to share password with the Clerk, DL offered to help as required</p> <p>g) Clerk explained complaints had been received about the amount of rubbish left by the Pump Track and Allotments. People staying overnight in Camper Vans had been seen dumping rubbish and Fly Tipping had been noted. It was asked if PCC could empty the Bins more often. Clerk to raise this with PCC. DL offered to make up some simple signs directing people to ring PCC if the Bins were full.</p>
0223/10	<p>HIGHWAYS AND PCC MATTERS:</p> <p>a) Bridge Street Parking: AD explained residents had complained as they had previously parked on Bridge Street but had now been given parking tickets for staying longer than the permitted</p>

	<p>hour. Some residents had asked that the time restriction be extended, it was thought this was highly unlikely to be approved. It had also been suggested that it become a residents only parking area or residents pay for parking permits. RT, LL and DL then left the meeting while the matter was discussed. Options were considered with the final view being that it should remain as is (JS/VJD) RT, LL and DL then returned to the room.</p> <p>b) General parking was raised by CH. It was felt that elderly residents are struggling to find somewhere to park that is close enough to shops and the doctors surgery. CH asked if it might be possible to use the piece of land immediately next to the Doctors Surgery for parking. Clerk to ask CE if she is able to obtain information on land ownership. Clerk to add it to the next agenda. CH then left the meeting at 09.30pm</p> <p>c) Due to issues with parking in town, AD proposed asking PCC to ensure there is a greater presence of Traffic Enforcement, seconded by VJD. DOE expressed his concerns over the level of enforcement. RT asked for a vote: 3 for, 1 against, 2 abstentions. LL proposed the parking limit be extended to 2 hours. There was no seconder.</p>																						
0223/11	PUBLICITY and EVENTS: Nothing to raise																						
0223/12	PLANNING: None to consider																						
0223/13	<p>FINANCE AND GOVERNANCE: Presented by VLG VLG shared a summary of expenditure for the first quarter</p> <p>VLG then explained the Audit Return financial report figures, the Governance Statement was discussed and completed. The Accounting and Governance Annual return 2023 was agreed then signed by the Chairman.</p> <p>Following the completion of the Audit for the last 3 years, a summary of comments from the Audit Office was circulated, VLG has compiled an action plan to work through. RT congratulated VLG on her work. VLG expanded on the potential issue of Bryntitli Funding coming under S137 which could limit the amount that could be spent. VLG to clarify the situation and report back. VLG to work through the remaining actions listed in the plan.</p> <p>HSBC Account balances and payments as at 27/06/2023 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>52,028.49</td></tr> <tr> <td>Bryntitli:</td><td>19,447.15</td></tr> <tr> <td>Allotments:</td><td>991.57</td></tr> <tr> <td>Allotment (Saving):</td><td>0.01</td></tr> <tr> <td>Toilets</td><td>7,621.03</td></tr> <tr> <td>Current (precept)</td><td>65, 811.33</td></tr> </table> <p>VLG explained the inconsistency with the total is due to items being carried forward and outstanding payment of the previous clerks pension.</p> <p>The balances supported by bank statements were approved along with the following payments (AD/JS):</p> <p>Invoices for payment: PRECEPT</p> <table> <tr> <td>Clerk June 2023 time sheet to be approved by DD</td><td>TBA (IB)</td></tr> <tr> <td>HMRC June 2023 as approved by DD</td><td>TBA (IB)</td></tr> <tr> <td>RFO Apr-Jun 2023 time sheet to be approved by DD</td><td>TBA (IB)</td></tr> <tr> <td>Caerfagu Products</td><td>86.40 (IB)</td></tr> </table>	Petty Cash:	0.00	Recycling:	52,028.49	Bryntitli:	19,447.15	Allotments:	991.57	Allotment (Saving):	0.01	Toilets	7,621.03	Current (precept)	65, 811.33	Clerk June 2023 time sheet to be approved by DD	TBA (IB)	HMRC June 2023 as approved by DD	TBA (IB)	RFO Apr-Jun 2023 time sheet to be approved by DD	TBA (IB)	Caerfagu Products	86.40 (IB)
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	<p><u>TOILETS - Invoices for payment:</u></p> <p>Info JAT (cleaning Jun) excludes HMRC 452.32 (IB) Adcocks Invoice 181.08</p> <p><u>ALLOTMENTS - Invoices for payment: NONE</u></p> <p><u>RECYCLING - Invoices for payment: NONE</u></p> <p><u>BRYNTITLI - Invoices for payment: NONE</u></p> <p>GOVERNANCE</p> <p>a) A general funding request was received from the Kids Cancer Charity. After discussion it was declined as it does not directly benefit the local community. (VJD/LL)</p>
0223/14	<p>CORRESPONDENCE:</p> <p>Correspondence received via email has been circulated and is summarised in the Correspondence List.</p> <p>a) Broadway Partners: RT shared information from the email received outlining the current situation. AD confirmed she would liaise with them.</p> <p>b) Oak Tree: RT shared the details of the Solicitors letter received on behalf of the resident living next to the tree asking for it to be removed. Clerk to notify the Solicitors the tree is still the responsibility of PCC at this time.</p>
0223/15	<p>URGENT ITEMS NOT ON THIS AGENDA:</p> <p>a. Gate from the Elan Valley Trail: AD explained the old gate was still in the container for safekeeping, it would be good to see it used as it is such an attractive piece. JS thinks it may be suitable for the entrance to Cwmdauddwr School. VLG suggested it may be used as a piece of art if not for a gate. JS to measure the entrance and liaise with AD on its possible use.</p> <p>b. D. Day 2024 80th Anniversary Commemorations; JS noted the date and asked if RTC would support the event financially, agreed unanimously.</p> <p>c. Mayors Allowance: RT discussed options for the payment of the allowance with VLG. VLG to obtain advice on the process from OVW and report back.</p>
0223/16	<p>UPDATES FROM THE CLERK:</p> <p>a. Reminder, the Quarterly PCC Town and Community Council Meeting is on the 6th July at 6pm</p> <p>b. The R2K event is on the 2nd July at 4.30pm. RT expanded on the information and invited other Cllrs to attend. LL hoped to attend in addition to RT and AD.</p>
0223/17	<p>EXCLUSION OF PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS ITEMS <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: None discussed</i></p>
0223/18	<p>DATE OF NEXT MEETING: A draft list of meeting dates was considered. It was agreed to defer the July meeting due to the Royal Welsh and the Carnival. Clerk to add the list to the next meeting which will now be on Tuesday 22nd August 2023 at Cwmdauddwr Old School</p>
CLOSE	<p>The meeting closed at 10.10pm</p>

Ongoing Action Points from last meeting and carried forward from previous meetings:

- Town Clock/ War Memorial: CW to continue to discuss possible works on the posts
- Car Park Wayleaves: CW to follow up with Western Power
- Standing Orders: VLG to check the new version and highlight any differences for the next meeting
- Elan Links: Clerk to forward details of the next meeting to CE and CW
- Training Needs Assessment, VLG to liaise directly with those Cllrs who remain outstanding
- GP vacancy: Clerk to follow up on advert and send to Karen Compton as soon as received
- FL User group Meeting: Clerk to follow up on possible meeting date
- Net Zero: VLG to discuss with RT
- Rubbish Bins: appear faulty & not closing. Asset Committee to address
- Sale of Mower: Asset Committee to prepare a proposal for replacement and present to the full council

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- High Sheriff: Clerk to keep him updated on Community Awards Event
- Photo of the Full Council to be taken: Clerk to add to a future meeting
- Nant Rhyd-hir Brook: Clerk to follow up on response from NRW
- IT Connectivity: DL to purchase and test a data card, discuss with JS and work together to come up with a proposal for the next meeting
- Repairs to Allotment Field Gate: Clerk to obtain a 2nd quote
- North Road Allotment Field: Allotment Committee to consider options for its future use.
- Library CAT: Clerk to discuss obtaining a Building Survey with CE
- GP surgery services: Clerk to propose the surgery advertise their services in the Arches window
- Weirglodd Development: Clerk to ask DD to circulate a copy of the plans, information on the development and proposal re feasibility study.
- NHS Local Hero Scheme: Clerk to register nomination for St Johns Ambulance Response Team
- Community Awards Event: Clerk to defer to the next meeting
- Llanyre Verge Maintenance: VLG to obtain information and share with RTC
- Welsh Language Scheme: Clerk to amend to reflect comments and send to Welsh Language Commissioner
- Emails on mobile phone: DL to work with LL to improve access / presentation of emails on her mobile
- Website: JS to provide the Clerk with login details for website, DL to assist as required
- Pump Track Bins: Clerk to ask PCC to empty more often. DL to make up signs asking people to contact PCC if Bins are full.
- Land adjacent to the surgery: Clerk to ask CE if she is able to obtain details of ownership then add to next agenda
- Bryntitli Funds and S137 rules: VLG to obtain further information on possible implications
- Oak Tree, Solicitor's Letter: Clerk to notify solicitors the tree is the responsibility of PCC
- Elan Valley Trail Gate: JS to see if it can be used at the Old School entrance
- Mayors Allowance: VLG to check options for payment with OVW and report back