

Minutes from the MEETING of RHAYADER TOWN COUNCIL held at: 7.00 pm on the 22nd August 2023 in the Council Chamber, Cwmdauddwr Old School Community Centre.	
0323/01	<p>The ordinary meeting opened at 7.05pm</p> <p>ATTENDING: Cllr. R. Thomas (RT) Chairing. Cllrs. A. Davies (AD); V. Jones-Davies (VJD); D. Lloyd (DL); D.O. Evans (DOE); L. Lloyd (LL); D. Davies (DD); W. Davies (WD); K. Cronin (KC); C. Evans (CE); C. Walton (CW), Finance Officer V. Garwood (VLG) and Clerk J. Stephens (Clerk)</p> <p>APOLOGIES: Cllrs. J. Stuart (JS); C. Hamer (CH); and D. Thomas (DT)</p>
0323/02	<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. None declared.</p>
0323/03	<p>CHAIRMAN'S ANNOUNCEMENTS:</p> <p>With great sadness RT was asked to open a book of condolence in memory of Gareth Earp. He noted that all those involved in the town really demonstrated how very different Rhayader is from most places when it comes to our very close knit community. He expressed his condolences to Gareths family.</p> <p>He was asked to preside as judge at the Rhayader Carnival and crown the Queen. He congratulated the Carnival Committee on a fantastic 8 days.</p> <p>He opened the Vintage show and set off the Tractor Run, both great events despite the weather. Along with AD he met the Mayor and Mayoress of Birmingham at the Elan Valley where he welcomed them to the Outdoors Capital of Wales.</p> <p>Congratulations were extended to Rhayader Motor Club for securing a round of the Worlds Enduro Championship next year.</p> <p>He then expressed his pleasure at seeing Rhayader and District represented on the International stage, firstly with Gethin Lewis and Alex Walton impressing overseas and then with Dan Lydiate who started out with the Rhayader Rugby Team and has now been selected for the World Cup. He congratulated them and well done to all.</p>
0323/04	<p>MATTERS FOR DISCUSSION UNDER URGENT BUSINESS: raised since the issue of the agenda:</p> <ol style="list-style-type: none"> a. CW – Roadside Kerbs on South Street (covered under Highways see 0323/10a)
0323/05	<p>MINUTES:</p> <ol style="list-style-type: none"> a) The Minutes of the Ordinary Meeting held on the 28th June 2023 were approved. b) The Minutes of the Events Committee held on the 28th June 2023 were approved. c) The Minutes of the Asset Committee held on the 27th June 2023 were approved. d) The Minutes of the Asset Committee held on the 15th August 2023 were approved
0323/06	<p>MATTERS ARISING FROM THE ORDINARY MEETING MINUTES NOT ON THE AGENDA:</p> <ol style="list-style-type: none"> a) VLG is continuing to work through the revised Standing Orders. Specific areas to review include Section 1, staff matters, Section 21 Data Protection and the role and responsibility of the Clerk. VLG to complete work and re-issue when complete. b) PTHB: AD provided a short update on her meeting with DT, LL and an independent member of PTHB where concerns re local services were discussed. An open event has been held at the Arches and residents are encouraged to share their concerns either with the practice manager or other routes such as Llais. c) Training Needs Assessment, all have now been received by VLG. These are to be combined into the Training Plan for publication in November. VLG to complete and issue in November d) FL User Group Meeting: (See 0323/07e) e) Net Zero: carry forward, VLG to discuss with RT f) Rubbish Bins not closing properly: Clerk to organise a quote, CE to provide contact number. g) Sale of the Mower: Being handled by the Asset Committee (see 0323/07c) h) High Sheriff: Clerk to keep him informed of possible dates for the Community Awards Event i) Photo required of the Full Council: Clerk to add to the September meeting

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Date

Chairman: Councillor R Thomas _____

	<p>j) Nant Rhyd-hir Brook: For future reference, NRW have urged people to take photos where possible and report immediately either online or via the incident reporting phone line.</p> <p>k) WiFi provision in the Chamber: DL reported back on tests carried out. The WiFi Signal is limited to certain areas of the Chambers due to the thick walls. RT suggested that the Router might be moved to improve access in certain areas. DL had purchased a data card although it will be cheaper going forwards to sign up to a contract. This is still to be discussed with JS to find a solution that works for the whole site, DL/JS to report back at the next meeting. DL explained he had encountered issues when trying to use the old Laptop which is not up to the task. It was suggested a new basic PC be installed for use although this could be resolved by the Clerk or VLG ensuring they bring a Laptop to the Chambers for future meetings. It was suggested the old Laptop is taken to the Computer Shop for investigation. Before that happens, it was agreed DL should attempt to set up a Zoom meeting directly via the equipment in the Chambers. DL to action and test ready for the next meeting. VLG noted that OVW had recently carried out a survey for all councils, it was thought that this might potentially lead to future government funding.</p> <p>l) Repairs to the Allotment Field Gate: Quotes are with the Insurance Underwriters. Clerk to continue to pursue the claim</p> <p>m) NHS Local Hero Scheme: The Commemorative Coin has now been received. Clerk to arrange for the recipients to be invited to the September Meeting for a formal award by the Mayor and Councillors</p> <p>n) Llanyre Verge Maintenance: VLG to obtain information and share with the Council</p> <p>o) Welsh Language Scheme: Clerk is still working on this and will forward to the Welsh Language Commissioner when complete -Clerk</p> <p>p) Website Access: DT is going to organise website access for the Clerk on his return</p> <p>q) It was suggested improved signage or a banner was installed to highlight the Pump Track, after discussion it was agreed this was the responsibility of the Sports Association</p> <p>r) Potential impact of S137 rules on the Bryntitli Fund: VLG explained this would not impact on the ability to award the Byntitli funds</p> <p>s) Elan Valley Trail Gate: Options still being considered for its use JS/AD</p>
0323/07	<p>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS:</p> <p>a) <i>Allotments Committee</i>: AD updated Cllrs. on the Allotment meeting: The Committee approved the payment for cutting back the hedge along the Roadside by the North Road Allotments in response to complaints from NMWRTA. RTC are still unable to rent out the North Road Field due to Boundary issues, after discussion it was agreed that CE would draft a letter to the executors of the estate. In the short term, AD to ask her contact if he wishes to take a Hay cut. Clerk to advertise additional allotments to assess the likely demand.</p> <p>b) <i>Events Committee</i>: LL explained there was now an Events Committee with Remembrance becoming a Sub-Committee of this group. LL is Chair of the Events Committee, DT is Chair of the Remembrance Sub-Committee.</p> <p>c) <i>Asset Committee</i>, Mower: It was clarified by VLG that as RTC is not vat registered, the sale of the Mower would not attract vat. CW pursuing quotes for the sale of old and purchase of new Mower.</p> <p>d) <i>Asset Committee</i>, Leisure Centre: CW shared his concerns over how the survey is assessing running costs of different sites. Rhayader LC is unique with its community space but this comes with higher costs. The running costs are also likely to be higher due to past underinvestment in the fabric of the building. This makes it difficult for a comparable assessment, so how certain can we be that they are being assessed fairly during the PCC review. AD explained how comprehensive the Leisure review was. CW wants to hold a meeting with PCC Officers responsible for Leisure despite the ongoing review to discuss options before it's too late. Disappointment was expressed at the lack of dialogue and</p>

	<p>engagement from PCC to explore ways of working in partnership with RTC to find innovative solutions to safeguard precious community resources. CE shared some ideas for raising funds and felt RTC should be applying for more funds. VLG has some information on possible structures for organisations applying for funds. VLG to circulate. CW questioned whether the revenue from the Car Park should be coming to RTC to directly benefit the town.</p> <p>e) <i>Asset Committee: Freedom Leisure:</i> The Clerk explained FL are still reluctant to hold any meetings whilst the review is ongoing and cannot answer any questions relating to the review or operational costs. However, the temporary manager at the Leisure Centre has met briefly with the Clerk to open a dialogue. Clerk to continue to push for a User Group Meeting to specifically discuss income generation, community support and buy in. Clerk to follow up with suggested Agenda.</p>
0323/08	<p>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</p> <p>a) AD provided a written report, copy circulated to all. Of particular note was the first Youth Club session due to be held at the Old School on the 20th September. This project is completely voluntary led, thanks to all involved. CW reiterated the need for decent WiFi in the building for this group.</p>
0323/09	<p>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</p> <p>a) <i>CAT, The Library:</i> CE presented her thoughts on the benefits and concerns relating to the Library CAT as discussed by the Asset Committee. LL had not been present at the Asset Committee Meeting and still has concerns over the transfer. CE shared her expectations around the possible opportunities the building might present depending on relevant covenants. The proposal of the Asset Committee is to continue with the CAT. AD to clarify the position on payment of Rates. Clerk to notify PCC.</p> <p>b) <i>CAT, Dolgerddon Land:</i> CE explained that holding this parcel of land gave RTC control over any possible developments. There was concern over the type of development that PCC might impose and how this would be accomplished, there was particular concern over how this would be handled should the development be passed onto others. RTC do not want to stop development but do want to be sure it was the right kind of development for the town and to consider how this might secure an income for the council in future. Potential costs relating to this CAT would be the inspection and ongoing maintenance of several mature trees. A condition of the CAT must be that a full tree survey is carried out by PCC before proceeding and confirmation none of the trees are covered by a Tree Preservation Order. Proposal is to continue with the CAT subject to above survey and confirmation regarding the TPO. Clerk to notify PCC</p> <p>c) <i>CAT, The Clock:</i> It was clarified that PCC are no longer insisting all CATS are covered under one agreement. Proposal is to decline the CAT for the Clock. Clerk to write to PCC to advise them RTC have no interest in pursuing the CAT for the Clock</p> <p>d) The proposals from the Asset Committee regarding the transfers were accepted unanimously without amendment.</p> <p>e) <i>CAT, Y Weirglodd:</i> PCC are keen to support a CAT to RTC. This has been discussed by the Asset Committee and propose RTC proceed with a CAT. After discussion this was accepted unanimously. Clerk to complete the EOI. Clerk to check to ensure the area contained within the CAT excludes the Riverside Walk. CW felt it appropriate to formally write to those who might be impacted by the CAT to keep them informed of the situation. Contact details to be provided to the Clerk to action.</p> <p>f) <i>Town Investment Plan:</i> RT explained PCC have now employed 4 Town Liaison Officers, one of whom is temporarily covering Rhayader pending a further recruitment process. CE asked that PCC advise when they expect to recruit the remaining officer and to share the advert with RTC to circulate, Clerk to follow up.</p>

- g) *Community Awards Event*: KC provided a brief update on her plans and explained she was in discussion with the Arches about a joint venture. **It was suggested the event could be held in March, agreed by all.** A discussion was held regarding attendees, it should be a celebration of peoples good work and achievements with as broad a spectrum attending as possible. It was agreed that as many people as possible should benefit from the recognition of the council and their community, KC to ensure the event embraces this. **KC to continue to provide updates on plans.** In addition to the formal event, it was felt important to recognise the achievements of people on a day to day basis. RT explained R2K are identifying individuals as ambassadors for the town. It was agreed RTC would write to individuals or groups to thank them for their contribution to the town and community. **Cllrs. to forward details of their nominations including the reason for recognition, full name and address and any other relevant information to the Clerk to put in writing.**
- h) *Powys County Council*: CW expressed frustration with the lack active participation and response from PCC. It was felt decision making and answers could be slow, this might have been due to people working from home but DD explained most staff are now back in the office. It was noted that on a daily operational basis, most staff are responsive and helpful but at a more senior level there was concern the lack of engagement could lead to missed opportunities. This led to a discussion regarding the potential for recruitment of a “Town Champion”. AD proposed the appointment of a Development Officer on a short term contract, able to seek and secure grants who could then be self-funding, seconded by KC. VLG noted the budgets were already set for this coming year, so would need consideration regarding funding for this role if required. The proposal was amended to organise a meeting with the new Town Liaison Officer to gain their support to assist with funding. Amendment passed. LL stated it was important to consider projects using a coordinated approach and consolidating resources, the Town Investment Plan could be a useful vehicle to achieve this. CW felt there was more the council could be doing to bring people together, this could be in the form of a “Rhayader Association” After discussion, it was agreed the **Clerk would organise a meeting between the new Officer, RT, AD, LL and CE.** CE offered desk space for the Officer if required.
- i) *Noticeboard from the Ramblers*: It was agreed the new noticeboard could be covered by RTC insurance. RT suggested the board could utilise the posts in the Car Park at Cwmdauddwr. **Clerk to contact the Project Manager.**
- j) *Feedback from PTHB*: See (0323/6b)
- k) *Waun Capel Play Area*: AD provided feedback on the meeting held with the Waun Capel Trust on the 21st August to discuss the condition of the Playground Area. CW expressed concerns over the Lease with PCC not being held accountable, AD explained the lease did not cover specific requirements clearly. S. Gealy from PCC has agreed to take some steps to help improve the situation and the fence has now been repaired. It was noted that previously there had not been the capacity within the Trust to take forward grant opportunities. New Trustees are now actively trying to move the situation forwards, a new working group led by Lynda Rowe and Paul Roberts are now actively seeking funding for equipment and may seek to add additional features in time such as a Putting Green and Outdoor Gym. Volunteers are welcomed to help with the working group and other activities.
- l) *Rubbish*: It was noted that the area around the recycling Bins was a mess with broken glass on the ground. LL also noted the Clothes Banks are too close to the trees and risk damaging them. **Clerk to notify PCC.** Clerk has tried to tidy up the area but people are still Fly-Tipping, this has been reported to PCC. It was confirmed RTC are responsible for keeping this area tidy. RT proposed CCTV cameras were installed. (RT/DD) CW provide a rough guide price of between £500 and £1,000 depending on how the CCTV was configured and operated, it was agreed CW could go ahead (KT/AD) **CW to arrange purchase and installation.**

0323/10	<p>HIGHWAYS AND PCC MATTERS:</p> <p>a) <i>Condition of Kerbs:</i> CW shared his concerns over the amount of overgrown Grass and Mud along the Kerbs on South Street out toward the Sewage Farm. Clerk to report this to Highways</p> <p>b) VLG notified the Cllrs. that the pot holes on the back road to Abbeycwmhir are going to be filled in.</p>																																
0323/11	<p>PUBLICITY and EVENTS: Nothing to raise</p>																																
0323/12	<p>PLANNING: AD left the room</p> <p>a) Planting at Upper Esgair Rhiw Farm: Pre-planning views were sought, the plans were discussed with no objections being raised. Clerk to notify applicant.</p> <p>b) 23/1068/FUL. The Old Courthouse, Internal alterations and external alterations to install an air source heat pump and roof light at rear. The Cllrs considered the planned works. These all appear to be sympathetic to the history and fabric of the Building therefore no objections were raised. Clerk to notify Planning. AD returned to the room.</p>																																
0323/13	<p>FINANCE AND GOVERNANCE: Presented by VLG</p> <p>VLG shared a summary of expenditure and again highlighted the inconsistency with the total is due to items being carried forward and outstanding payment of the previous clerks pension. VLG working to resolve the issue with the Pension.</p> <p>RT noted the need to reduce bank charges and potentially increase income through the possible consolidation of some accounts and putting income in to a savings account. VLG working on this.</p> <p>HSBC Account balances and payments as at 22/08/2023 to be approved, a bank reconciliation was circulated. It noted the following cash in hand per Bank Statements:</p> <table data-bbox="256 1045 673 1287"> <tr> <td>Petty Cash:</td> <td>0.00</td> </tr> <tr> <td>Recycling:</td> <td>52,012.49</td> </tr> <tr> <td>Bryntitli:</td> <td>33,490.41</td> </tr> <tr> <td>Allotments:</td> <td>1,110.57</td> </tr> <tr> <td>Allotment (Saving):</td> <td>0.01</td> </tr> <tr> <td>Toilets</td> <td>8,864.66</td> </tr> <tr> <td>Current (precept)</td> <td>52,057.01</td> </tr> </table> <p>The balances supported by bank statements and the following payments were approved (AD/DD):</p> <p><u>Invoices for payment: PRECEPT</u></p> <table data-bbox="256 1402 1031 1644"> <tr> <td>Clerk Aug 2023 time sheet to be approved by DD</td> <td>TBA (IB)</td> </tr> <tr> <td>HMRC Aug 2023 as approved by DD</td> <td>TBA (IB)</td> </tr> <tr> <td>RFO Aug 2023 time sheet to be approved by DD</td> <td>TBA (IB)</td> </tr> <tr> <td>P Walden, Benches</td> <td>425.00</td> </tr> <tr> <td>TA Price, Internal Audit</td> <td>154.00</td> </tr> <tr> <td>Office Solutions Wales, stationery</td> <td>23.98</td> </tr> <tr> <td>Office Solutions Wales, stationery</td> <td>91.28</td> </tr> </table> <p><u>TOILETS - Invoices for payment:</u></p> <table data-bbox="256 1724 1031 1787"> <tr> <td>Info JAT (cleaning Aug) excludes HMRC</td> <td>452.32 (IB)</td> </tr> <tr> <td>Office Solutions Wales, cleaning supplies</td> <td>194.93</td> </tr> </table> <p><u>ALLOTMENTS - Invoices for payment: None</u> <u>RECYCLING - Invoices for payment: None</u> <u>BRYNTITLI - Invoices for payment: None</u></p>	Petty Cash:	0.00	Recycling:	52,012.49	Bryntitli:	33,490.41	Allotments:	1,110.57	Allotment (Saving):	0.01	Toilets	8,864.66	Current (precept)	52,057.01	Clerk Aug 2023 time sheet to be approved by DD	TBA (IB)	HMRC Aug 2023 as approved by DD	TBA (IB)	RFO Aug 2023 time sheet to be approved by DD	TBA (IB)	P Walden, Benches	425.00	TA Price, Internal Audit	154.00	Office Solutions Wales, stationery	23.98	Office Solutions Wales, stationery	91.28	Info JAT (cleaning Aug) excludes HMRC	452.32 (IB)	Office Solutions Wales, cleaning supplies	194.93
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	<p><i>Bright HR:</i> It appears RTC are still under contract for the services of Bright HR. The Clerk shared her findings, however DD stated he had a copy of an alternate contract. DD to forward to the Clerk to follow up.</p> <p><i>Mayors Allowance:</i> Following the recommendations made during the 2022-23 Audit Report by the Internal Auditor for the Mayors Allowance to be made via PAYE, VLG had contacted OVW for advice on potential implications for RT. VLG shared the recommendations from OVW which reflected those of the Auditor. DD proposed the payment be made directly to RT with the onus on him to declare this on his Tax Return, this was seconded by CW. No amendments were made, carried unanimously. VLG to issue payment</p> <p><i>Toilets:</i> VLG raised concerns over the ongoing costs of Toilets and lack of grant funding. Previously funding had been provided from the Covid Recovery Grant, the last payment from this source was issued earlier this year for the period 2021/22. VLG shared the response to her enquiry raised in January to the Welsh Government. The response has only just been received and states: <i>“Unfortunately, whilst the Welsh Government has previously provided a grant for the upkeep of these facilities, it is no longer able to offer this to the Town Council. However, a review is being undertaken, to ascertain if it would be practical for a third party to take over the maintenance of Public Conveniences on the Strategic Road Network in Wales.</i> <i>The Trunk Road agents do provide some funding for Public Toilets to the Local Authorities (Gwynedd and Powys) to maintain those close to the Strategic Road Network.</i> <i>You may wish to contact the Local Authority see find out if any funds are available.</i> <i>The Welsh Government understand this will be disappointing to the Town Council, but the grant scheme is no longer available.”</i> Further discussions required re future funding considerations, Clerk to organise a meeting. AD to follow up with PCC on possible funding.</p>
0323/14	CORRESPONDENCE: Correspondence received via email has been circulated and is summarised in the Correspondence List.
0323/15	URGENT ITEMS NOT ON THIS AGENDA: None
0323/16	UPDATES FROM THE CLERK: a. Clerk notified the Trustees of the Smithfield Trust that their Clerk has asked that they request the subject of Trustees Insurance to be added to their Agenda at the next meeting.
0323/17	EXCLUSION OF PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS ITEMS 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
0323/18	DATE OF NEXT MEETING: Tuesday 19th September 2023 at Cwmdauddwr Old School
CLOSE	The meeting closed at 10.15pm

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

Clerk	<ul style="list-style-type: none"> • FL User Group Meeting: Arrange a meeting to discuss income generation and provide a draft agenda • Rubbish Bins faulty: Obtain a quote for repairs, CE to provide contact number • High Sheriff: Keep him updated on Community Awards Event • Photo of the Full Council to be taken: Organise for the September meeting • Repairs to Allotment Field Gate: Continue to pursue the claim • North Road Allotment Field: Advertise for additional allotments to gauge likely demand. • CATs: Confirm RTC wish to continue with Library and Dolgerddon Land and advise PCC there is no desire to pursue the Clock CAT • Y Weirglodd: Complete an EOI for this site, to exclude the Riverside Walk
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	<ul style="list-style-type: none"> • Y Weirglodd: Formally notify those impacted by the Weirglodd CAT, Cllrs to provide contact details • NHS Local Hero Scheme: Invite recipients to the Sept meeting for a presentation • Welsh Language Scheme: Continue work on the draft scheme and issue when complete • Town Liaison Officer Recruitment: Check PCC recruitment plans and obtain copy of advert for circulation • Town Liaison Officer: Arrange a meeting with RT, AD, CE, LL • Congratulation Letters: Produce letters for the Mayor to sign • Ramblers Noticeboard: Confirm RTC will insure, ask if possible to utilise posts in Cwmdauddwr Car Park • Clothes Recycling Bins: Notify PCC they are too close to the Trees • South Street Kerbside: Contact Highways re state of kerbs on South St towards the Sewage Plant • Planning applications: Feedback no objections to either • Toilet Costs: Organise a Toilet Committee Meeting to discuss potential running cost issues • Bright HR: Follow up on contract issues
CW	<ul style="list-style-type: none"> • Town Clock/ War Memorial: Continue to discuss possible works on the posts • Car Park Wayleaves: Follow up with Western Power • Sale of Mower: Obtain quotes for the Sale of the old mower and prices/options for a replacement mower • CCTV: Purchase and install CCTV to cover the waste recycling area in Dark Lane Car Park
DL	<ul style="list-style-type: none"> • Chambers IT: Discuss IT connectivity with JS and work together to come up with a proposal for the next meeting • Zoom: Set up and test a Zoom meeting directly using the equipment in Chambers prior to the next meeting
JS	<ul style="list-style-type: none"> • Chambers IT: Work with DL on a proposal to solve IT connectivity issues, to present at the next meeting • Elan Valley Trail Gate: See if it can be used at the Old School entrance, liaise with AD
VLG	<ul style="list-style-type: none"> • Standing Orders: Complete work on the revised version and circulate when complete • Training Needs Assessment: Complete the Training Plan and issue in November • Net Zero: Discuss with RT • Llanyre Verge Maintenance: Obtain information and share with RTC • Organisational Structures: Circulate information on structures of organisations working with councils to obtain funding • Previous Clerks Pension: Resolve outstanding payment • Bank Fees: Consolidate accounts to reduce bank fees • Mayors Allowance: Issue payment of Mayors Allowance to RT
KC	<ul style="list-style-type: none"> • Community Awards Event: Event to be held in March, keep RTC updated on plans
AD	<ul style="list-style-type: none"> • North Road Allotment Field: Follow up with contact to see if he wants to take a Hay Cut • Library costs: Check with PCC whether the Library is liable for council rates payments • Toilet Funding: Contact PCC re possible funding for the Toilets
DD	<ul style="list-style-type: none"> • Bright HR Contract: Forward copy of Bright HR contract to the Clerk
DT	<ul style="list-style-type: none"> • Website Access: DT to provide access to the Clerk on his return from France
CE	<ul style="list-style-type: none"> • Waste Bin Repairs: Provide a mobile contact number for the Clerk • North Road Allotment Field Boundary: Draft a letter to the executors of the Estate re Boundary
All Cllrs.	<ul style="list-style-type: none"> • Congratulation Letters: Provide details of anyone who deserves a congratulatory letter to the Clerk, provide full contact details, and full explanation of their achievements