

Minutes of the meeting of the Manafon Community Council held on Wednesday the 25th November 2015 at 7.30pm. New Mills Village Hall.

Present – Chairman Cllr. J. Davies, Vice Chairman Cllr. H. Lewis Cllrs. C. Davies, J Hall and T. Jerman, and the Clerk Mrs L. Stanton.

- 1) **Welcome** by Cllr. J. Davies Chairman
- 2) **Apologies for absence** – Apologies from Cllrs. R. Benyon & E.A. Lewis, no apology received from C. Cllr. J. Shearer.
- 3) **Declaration of Interest** – None
- 4) **Minutes of the last meeting**; minutes approved, proposed by Cllr. C. Davies, seconded by Cllr. H. Lewis and agreed by all.
- 5) **Matters arising from minutes (not covered in main agenda)**

Cutting of hedge by Village Hall – Clerk received contact from resident who was not living at the premises in question, he agreed for us to arrange trimming on his behalf, Cllr. H. Lewis would endeavour to get trimmed as soon as possible.

The telegraph pole that was in the road rather than in the verge at Dolryrhoel rock – Clerk taken up with BT, matter ongoing, the Clerk to pursue.

6) **Updates on Sewage Plant STW/Fischer German**

Clerk informed meeting that when she was looking for updates on current planning applications she had noticed an issue with MSS objections missing from Powys CC web site. Planning department was contacted and was rectified immediately but no explanation was forthcoming.

Clerk suggested she should produce a summary sheet of all planning applications which could be updated on a regular basis and published to web site. This would make it easier for Council and residents to see progress reports on specific applications, agreed by all.

Will be mentioned under planning but current status suggests NRW have rejected the plans for the treatment works based in last submissions.

7) **Budget 2016 and Precept**

Short discussion on the Budget Simulator for Powys CC to let local communities see where the vast savings needed could be made and the impact of increasing / reducing budgets on some services.

Clerk gave an in depth overview of the need for ensuring compliance with Wales Audit Office instructions on local council finances and that accuracy on budgeting and expenditure will be closely monitored next year. It was imperative we came up with a conclusive and accurate budget, not just for our own purposes but for setting the right precept request in January.

Clerk provided Council with a document that outlined the Community Council Precept, Community Council Tax Base (Band D equivalent dwellings) and the Average Band D Community Council Tax (£) for the whole of Powys. It was hoped this would assist with discussion/setting of precept for 2016/2017 financial year.

Clerk provided Council with an up to date spread sheet outlining our expenditure year to date and a forecast for the remainder of the financial year, this document would also be a framework for setting the budget for the next year.

Clerk requested information on the budgetary amounts that would be needed for elections costs, Cllr. J. Davies said to discuss with the Returning Officer for Welshpool, Clerk to contact.

8) Review of Standing Orders

It was decided and agreed to defer this item to the next meeting.

9) OVW grant funding responses

Clerk advised Council that she had seen only 1 response apart from the 1 from the Clerk had been sent.

10) Future Purchase requirements

Part of the budget discussion surrounding the need for Council to have their own scanner/printer, particularly necessary for scanning document for website maintenance. Clerk had done a thorough exercise on finding the right machine at the right price, including ongoing costs of print cartridges, if Council were not to approve for this year it would have to be budgeted for next year as presently the Clerk was not able to attend to some functions.

A discussion ensued as to the necessity and costs for an Epson Workforce all in one, purchase was unanimously agreed by all. To take advantage of current discounts on offer Clerk to arrange purchase as soon as possible.

11) Correspondence / Updates from Clerk

The British Legion Poppy Appeal had been very successful; Mrs G Benyon had done a terrific job and over £150 was raised locally including the donation from Manafon CC.

Pension arrangements, Clerk reminded Council of the legal position on Pensions for employees, even where there was only 1 employee if the employment terms met the required criteria then a pension scheme was legally required. In the case of Manafon CC we do not meet the criteria as it stands but a letter has to be sent to the employee outlining the situation. The Clerk had dealt with this and it only remained for Council to approve the letter and for it to be signed. Chairman J. Davies signed letter.

Donations, further requests received from British Red Cross, Clerk reminded Council that any donations would have to be part of the budget consideration for 2016. Clerk would check back over monies for previous donations and amounts paid to enable more detailed discussion at next meeting.

Cllr. Hall brought up the matter of the recent power cuts, was concerning as were occurring when winds were not so heavy, agreed to monitor situation and if continued would be reported to the Electricity Boards for investigation/comment.

Website, Clerk had asked the Manafon Messenger Committee for permission to publish the newsletters on our website, will be discussed at next Messenger meeting.

12) Planning Applications / Updates

Clerk suggested she should produce a summary sheet of all planning applications which could be updated on a regular basis and published to web site. This would make it easier for Councillors and residents to see progress reports on specific applications, suggestion was agreed by all.

A copy of the objections will be shared with the community and a copy filed with these minutes.

You can search planning applications at Powys CC using this link, the link is also available from our website:-

<http://www.powys.gov.uk/en/planning-building-control/search-view-and-comment-on-planning-applications/>

The STW application appears to have run into some issues with a number of objections, apart from the public/MCC ones, NRW have also stated objections to the plans.

The Bronheulog application has not been consented.

Gwernydd have been granted conditional consent

Planning Monitor					
Year	Ref	Brief Description/location	Objections raised	Refused	Consent
P/2015/	0520	6 Add caravans Gwernydd			Y Conditional consent
P/2015/	0761	Bronheulog, adjacent Trem Hirnant	NRW, highways had some observations, Powys refused	Y	
P/2015/	0760	STW Manafon Sewage plant	several objections on web. MCC, local residents, NRW		

13) Highways

Clerk was asked to report to highways the following:

- a) “Bwgans Hole” on B4390 between Bella Vista and Bronheulog. Rises and dips are very pronounced and deteriorating, possible subsidence maybe ?.
- b) The sign on Cefnbach Lane ‘not suitable for HGV’s’ is missing
- c) The bow of one tree is overhanging the road near to Dolryrhoel Rock and is potentially a danger for road users.

14) Village Notice Board (Church)

Clerk discussed with Cllr. Hall as to why some notices are still getting removed from Lychgate board, latest being the Public Meeting notice for the 18th November. Clerk was careful to keep board up to date and remove out of date material. No explanation could be made as to who or why was removing notices.

15) Reports from meetings / training attended

Updates on Broadband and Mobile coverage meetings

Cllr. Benyon and Clerk L. Stanton attended meeting in Newtown on 13th November in respect of mobile coverage, meeting organised by Russell George, in the absence of Cllr. Benyon Clerk gave a brief overview of meeting. An appendix is attached giving an overview of

meeting from Russell George. Clerk will put to website and main notice board.

The public meeting in the 18th November was well attended and we were joined by residents / councillors from surrounding villages.

It was felt that the attendance of BT and Openreach enabled local residents to gain a better understanding of the difficulties surrounding the provision of a reliable broadband service to more rural locations. Clerk has still to upload a copy of the minutes from the meeting to the web site as was waiting on notes from BT. A copy of the notes are attached as an appendix.

16) Payment of accounts

Payments required detailed to Council as follows:

Renewal of SLCC Membership £65, no increase on last year. Cllr. Jerman asked of this was essential and Clerk & Chairman both confirmed that it was a critical membership for ensuring Council were kept up to date with the legislative changes etc.

Postage payable to Clerk £6.48

Travel allowance payable to Clerk for Newtown Meeting £8.00

Payments approved by all.

Clerk advised Council that there would be 2 additional meetings to be paid to Clerk in March 2016 with 2014/5 salary, Public Meeting 18/11 and Mobile Meeting 13/11, accrual made in accounts.

Payments agreed, all in favour.

17) Letter of engagement for internal Auditor

Clerk need to produce a letter of engagement for our internal auditor, as outlined in the Audit Office guide to local councils and finance, this was deferred to next meeting as incomplete, Clerk will do for approval at next meeting so content can be discussed with internal auditor prior to next Audit, even small councils have to adhere to the same rules.

18) Performance appraisal for Clerk

Chairman outlined the need for Clerk to undergo regular appraisals, an appraisal form will be made available to Council and date would be set at the next meeting and should be completed before the next AGM. A discussion took place on which Councillors (a minimum of 2 was viewed as the proper number) should undertake the review, this to be finalised at next meeting.

19) Proposed agenda for meeting January 6th 2016 (any additional items arising in the meantime will be added before issuing prior to meeting, **please inform the Clerk of any amendments to minutes above or of any additional agenda items by the latest 30th December so that notice can be issued / published in good time)**

1. Welcome
2. Apologies for absence
3. Declaration of interest (as agenda points arise)
4. Minutes of the last meeting
5. Matters arising from minutes
6. Appraisal Clerk
7. Electricity Supply Interruptions

8. Charitable donations
9. Finalise Budget 2016 and Precept
10. Review of Standing Orders (carried over)
11. Correspondence / Updates from Clerk
12. Letter of engagement internal Auditor (carried over)
13. Planning Applications/Updates
14. Highways matters
15. Reports from meetings / training attended
16. Payment of accounts
17. Agenda items next meeting
18. Confirmation of date of next meeting/s and forward dates 2016 April onwards

20) Date of next meetings

The next meeting of the Council will be held on 6th January 2016 at 1930 hours. The forward dates already in place for 2016 are 3rd February 2016; 2nd March 2016.

Meeting closed at 2145 and Chairman thanked everyone for attending.

Clerk will send seasonal best wishes on behalf of the Council to the community via website and notice boards.

Future dates for OVW Area Committee Meetings are as follows: Tuesday 19th January, Wednesday 20th April, and Wednesday 8th June.



Lorraine Stanton
Clerk & RFO to the Council

Action points from meeting:

Clerk

Finalise planning sheet and check for updates to applications, upload to website
Contact returning officer about election costs
Finalise preparation of budget proposal and precept
Highways report 3 issues
Arrange approved payments
Complete let of engagement for internal auditor
Produce appraisal form, main tasks/competence etc.
Seasonal message from Council to web site and notice boards

Councillors

None