

Minutes of the meeting of the Manafon Community Council held on Wednesday the 2nd March

Present – Chairman Cllr. J. Davies, Vice Chairman Cllr. H. Lewis Cllrs. C. Davies, J Hall, R. Benyon and Clerk Mrs L. Stanton.

1. Welcome by Cllr. J. Davies Chairman

2. Apologies for absence – Cllr. E.A. Lewis , No apology Cllr. T. Jerman,

3. Declaration of Interest – Agenda item 8, Planning Applications, Cllrs. J. Davies & J. Hall declared a personal interest

4. Minutes of the last meeting; minutes proposed by Cllr. R. Benyon and were approved and agreed by all.

5. Matters arising from minutes (not covered in main agenda) – Highways matters, Cllr. Benyon confirmed that a damaged pipe found near to Lower House Farm and reported to Highways department had been fixed. Clerk advised development of logo was still work in progress as was developing a proper archive tab on web site. Clerk informed Council that as part of the document review it transpired that we do not need a Health and Safety Policy / Risk Assessment for the Clerk, no legal requirement under 5 employees.

6. Review of Council Documents/ Financial Regulations etc.- Clerk had finalised the review of Standing Orders per last meeting and checked to ensure complied with legal obligations for Community Councils. Clerk to finalise, issue to Councillors. Clerk had also reviewed and revamped the Publication Scheme now on Web Site, unanimously agreed to adopt revised version, Clerk to upload to website with Council documents.

Clerk had reviewed all Financial Risk assessments, only points of note were thus: Across all documents an extra column was required for review period, the maximum level of funds in the Current account to be raised to £5,000.

The Register of Interest / Register of hospitality formats were discussed and finalised, the Clerk would update with current information and upload all documents to website ASAP.

7. Correspondence / Updates from Clerk

First item for discussion was the Freedom of Information Act, during review of council documents the Clerk felt that when uploading the revised publication scheme document it was better to have some sort of narrative as a prelude to it so the community understood the purpose of the document, agreed by all, Clerk would upload to web site.

During the review of all council documentation the Clerk had found that we should have an absence form reporting apologies for meetings; Clerk would draw one up and implement.

Clerk had received a request from PAVO to renew membership, explained that we did not use PAVO for many things but there was some training available that would assist Clerk with updating and maintaining web site. Unanimously agreed by all for Clerk to arrange training for Joomla and renew membership to PAVO.

Mynydd Lluest y Graig Wind Farm, Clerk had received correspondence from Vattenfall that as a result of UK Governments reforms to the planning process for onshore wind farms, Vattenfall had deregistered this project from the NSIP scheme. Jonny Hewett has taken over from Ruari Lean as our contact.

The Boundary Commission for Wales has announced the number of constituencies for each part of the UK, for the purposes of the 2018 review it was assumed that Wales has an electorate of 2,181,841 and the allocation of constituencies would be reduced from 40 to 29, a consultation paper will published later this year.

Clerk updated Council on SLCC consultation response to the Local Government Bill (Wales), further details available on the SLCC web site.

Clerk informed Council that the SLCC were changing their legal status to take account of the fact they need to be included as a scheduled trade union to cover some of their activities, this has no impact in MCC.

A general dispensation has been granted in respect of the School Modernisation and School Transport reviews, this relates to any prejudicial interest under the Members Code of Conduct.

Powys Local Development Plan, there is a public consultation available on-line until 1630 11th March.

Local Government Ethical Framework, and amended statute is applicable covering Model Code of Conduct (Wales) and the Local Government (Standards Committees Investigations, Dispensations and Referrals (Wales), this is an extensive document which Clerk will issue as Council has to adopt the revised Code of Conduct at next AGM.

8. Planning Applications/Updates

1 update received P/2015/1270; erection of a bungalow in Manafon, this has been rejected, details available on MCC website.

1 new application received for development adjacent to Trem Hirnant reference P/2015/0168, at this juncture Cllrs. J. Davies and J. Hall who had declared a personal interest (during agenda item 3) took no further part in the meeting. Planning application was discussed; local residents from Trem Hirnant had raised concerns with Council in respect of the discharge/disbursement of sewage from any new development as it may compromise the present system and cause disruption, it is believed that a pipe runs across other properties and it may not cope with any increase; extension of the pavement from Trem Hirnant to the fore of any further development was deemed appropriate by Council. Clerk was asked to revert to Powys CC accordingly as deadline for commenting was imminent.

9. Highways matters

Concerns raised about the Parish weir near Trem Hirnant particularly in view of ongoing high water, local residents want Powys CC to check it is fit for purpose and not going to cause a flood. Also residents have reported the increase in pot holes and severity of some on the road leading to the Glyn (Bumford's) off B4390, on the road from New Mills to Llanfair concerns were raised about the steel drain covers, they need checking / fixing as there have been some movement issues associated with some. Clerk to advise highways department ASAP.

10. Reports from meetings / training attended

No meetings or training sessions attended.

11. Payment of accounts & Financial update

Clerk informed Councillors that she had made requests to HSBC about making a more lucrative investment account available, HSBC stated that the current "high" interest account was all that could be offered, it was unanimously agreed to leave account as it was. Cllr. J. Davies would explore that if change was necessary what steps would need to be taken with HSBC and mandates/signatories etc., Clerk would continue to explore other viable options if any for securing improved interest rates.

Clerk provided Council with an up to date financial summary for this FY and the final budget for FY 2017/2017 already approved; (Clerk to send copy to Cllrs. who were not present), copies will be uploaded to web site. The reserves might be considered high and Clerk reminded Council of the fact that “*Councils have no legal powers to hold revenue reserves other than those for reasonable working capital needs or for specifically earmarked purposes*”.

Whilst the reserves including the high interest account were higher than might normally be, they would be reduced in March once the annual salary and expenses for the Clerk were paid and the last few purchases of postage and stationery were made. A number of unexpected/exceptional purchases had arisen in 2015/2016 FY and it is impossible to legislate entirely for these issues for budget purposes, the level of current reserves expected at end of the financial year 2015/2016 would be approximately £4,495.34, this amount was duly considered by Council and agreed as being acceptable therefore approved and unanimously agreed by all.

Payments as follows:

Payments advised to Council to be made as detailed below:

Village Hall grant @ £400

Village Hall hire @ £120

Clerk Salary, includes £300 carried forward from 2014/2015 FY, plus additional hours worked during 2015/2016 FY @£2056.25

Clerk office expenses @ £100

It was unanimously agreed to accept the payments as stated above and the payments were approved by all. As this is the first time the Clerk has been paid on an annual basis and given the amount it was prudent to have the Clerk’s salary and expenses note countersigned by Chairman Cllr. J. Davies.

12. Agenda items next meeting 6th April

1. Welcome
2. Apologies for absence
3. Declaration of interest
4. Minutes of the last meeting
5. Matters arising from minutes / Action Points
6. Correspondence Updates / General updates from Clerk
7. Discuss requests for charitable donations received
8. Planning Applications/Updates
9. Highways matters
10. Reports from meetings / training attended
11. Payment of accounts
12. Financial update from Clerk including year-end accounts finalisation
13. Agenda items next meeting
14. Confirmation of date of next meeting

13. Confirmation of date of next meeting, the next meeting of the Council will be held on 6th April 2016 at 1930 hours. (Cllr. C. Davies informed meeting that he would offer apologies in advance as could not attend next meeting)

Meeting closed at 2110 and Chairman thanked everyone for attending.

Proposed agenda for meeting 6th April is per item 12, (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 31st March so that notice/summons can be issued / published in good time)

Please note: Future dates for **OVW Montgomeryshire Area Committee** Meetings are as follows:
Wednesday 20th April, and Wednesday 8th June.
Future dates for SLCC Powys Branch meetings, 7th July Llandrindod Wells



Lorraine Stanton
Clerk & RFO to the Council

Action points from meeting Wednesday the 2nd March 2016:

Clerk

Arrange proper archive on web site for historical information (subject to training)

Clerk to draw up absence form and implement

Organise training with PAVO for Joomla web development

Continue with MCC logo development

Update website with all available documents and information

Send MCC planning observations on P/2015/0168

Send highways matters to the highways department and investigate if there is a system on Powys CC for logging highways issues

Revised versions council documents, Clerk to finalise, issue to Councillors and upload to website with new documents.

Councillors

Cllr. C. Davies (**Carried forward until completion**) - Hedge cutting New Mills, to organise with Alan Buckley the cutting of the hedge as soon as practical when hedge brushing commences.

Cllr. J. Davies would explore that of change was necessary what steps would need to be taken with HSBC and mandates/signatories etc