

Minutes of the Council meeting of the Manafon Community Council held on Wednesday the 5th October 2016

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

77. Welcome

Chairman welcomed everyone to the meeting and particularly thanked members of the community and Martin Jones from Superfast Cymru for attending the public meeting preceding the Council meeting.

78. Public Meeting Superfast Broadband

Very well attended meeting and informative presentation/update from Martin Jones Superfast Cymru, see separate minutes for this meeting.

79. Apologies for absence (absence forms to be signed off)

Apologies received from Cllr. E.A. Lewis and CC. Joy Shearer.

80. Declaration of interest

No obvious declarations of interest, any which arose during meeting, would be dealt with under that agenda point.

81. Minutes of the last meeting

Minutes were discussed in full, it was unanimously agreed that the minutes were an accurate and representation of the meeting therefore resolved by all to accept as a correct record of the meeting, proposed by Cllr. J. Hall seconded by Cllr. R. Benyon.

82. Matters arising from minutes / Action Points update

67. Clerk to continue to pursue Powys CC in respect of the grass areas in Glan Rhiw not getting cut on the schedule suggested by Powys CC.

68. STW – Clerk reported that STW had advised that the water pressure loggers had been activated and nothing out of the ordinary found, any variance in pressures was well within the allowable industry tolerances. Clerk will add letter to website and any residents experiencing issues can contact STW using the reference number already allocated to this case.

71. Highways, Clerk to remind Powys CC highways that some matters remain outstanding

72. – Telephone kiosks; Notification received that kiosks available to buy for a nominal amount of £1, Clerk to investigate insurance and physical implications such as maintenance etc. if kiosks were to be taken over on behalf of the community.

75. Audit fees, Council requested Clerk to email OVW with all comments relating to excessive Audit fees for last financial year and expected charges going forward.

83. Adoption of revised Model Code of Conduct

Adoption of the revised Model Code of Conduct for Councillor's was finalised and all Councillors present agreed to adopt, proposed by Councillor R. Benyon and seconded by Cllr. J. Hall. Signatures duly obtained confirming acceptance and Clerk would contact Cllr. E.A. Lewis to advise and secure signature confirming adoption of same. Clerk was asked to verify with OVW the definition of "local newspaper" for advertisement to be placed, in the meantime the cost of advertising in the County Times was authorised and agreed by all per quotation received, £144 plus VAT. Clerk to arrange for advert in next available edition.

84. Correspondence Updates / General updates from Clerk

Clerk suggested that a revision of Members declarations of interest should be undertaken and a copy displayed on website per transparency laws. It was unanimously agreed to defer this item until the elections due to take place in May as all elected Members would be required to complete new declarations, Clerk would verify with Elections Officer @ Powys CC on the required format and will make format required available to all councillors.

Mobile situation in the Rhiew Valley, unanimously agreed that Clerk should forward drafted/circulated letter to the Home Secretary and other interested parties, copy to website, also organise / confirm the public meeting for 10th November.

As Elections were due in May 2017 the Clerk advised Council that there would be some preparatory meetings and guidance issued by Powys CC in the near future, Clerk would attend any meetings as had no previous experience of the process.

Clerk informed Council that Glyn Davies was holding a meeting 20th October 1930 hours at the Corn Exchange Welshpool to discuss recent proposals from the Wales Boundary Commission and the redrawing of Parliamentary constituency boundaries in Wales.

Clerk informed Council that the February 2017 draft annual report of the Independent Remuneration Panel for Wales was available online, which has factors that could affect the Municipal year 2017/2018, report available here - The report can be accessed by clicking the 'Related Link' on the right hand side of this webpage: <http://gov.wales/irpwsb/home/?lang=en>

Clerk gave details of consultation by Powys CC on the future of the 5 household recycling centres, Powys CC has to save £700,000 from this service from April 2017, for our area the Welshpool & Newtown facilities are part of this review, survey available following this link -

<http://www.powys.gov.uk/en/corporate/find-out-about-consultations-in-powys/household-waste-recycling-centres-savings-survey/>

A communication had been received in respect of Groundwork & a scheme with Tesco to improve green spaces in communities, grants are available see link for more information -

<http://www.groundwork.org.uk/Sites/tescocommunityscheme/pages/Category/apply-for-a-boh-grant-tes2>

Powys regional development plan, further focussed changes – Clerk had circulated prior to meeting information received in respect of a 6 week public consultation, Council agreed they had stated in the past all relevant points and had nothing more to add.

85. Planning Applications/Updates

No planning updates and no new applications received,

86. Highways matters

As with matters arising, Clerk to remind highways department of outstanding issues, copy of updated log provided to Council.

New issues - Drains below Bronheulog opposite turn for Old Hall Lane are blocked with debris and road susceptible to flooding.

87. Reports from meetings / training attended

Cllrs. H. Lewis & R. Benyon attended the recent OVW meeting, main issue discussed affecting communities was the post office van service, some villages were happy with the service others were not and felt it was unreliable, seemingly deferred to next meeting for more information to become available.

Training, Clerk reminded Council that there was more pressure on Councillors and Clerks being adequately trained for their roles; Councillors were requested to look at their own individual training needs/preferences before next meeting November as the appropriate budget would need to be made for this, OVW training schedules circulated to Members. Clerk advised that she felt it would be beneficial for her to attend some of the SLCC Powys branch meetings in Llandrindod Wells, there were informative, an opportunity to learn and for networking with other Clerks and usually had topical / relevant speakers at meeting, twice out of the four p.a. scheduled should suffice and would be incorporated into the budget.

88. Financial update from Clerk including budget comparison, payroll update and payments

Clerk was asked to explore financial cost of providing a Wi-Fi hub at the village hall, very useful for meetings as well as a community benefit.

Clerk gave overview of accounts year to date: Expenditure YTD (includes outstanding payments) £764.49 excl. VAT, Bank reconciliation – Current account balance as at 15/9 (last statement) £4365.06, High interest account as at statement date 5/10 £1898.24, total £6263.30, VAT refunds due YTD of £16.17 (reclaimed at end of each financial year), outstanding cheques and payment totalling £117.78, budget accruals £2674.31 (majority of costs go out in the last quarter), final precept payment due from Powys CC January 2017. Forecast against budget to be provided at November meeting.

Budget 2017/2018 - Clerk informed Council that she would have a draft budget proposal for 2017/2018 ready for initial discussion at the next meeting in November, any adjustments as they arise during the discussion will be incorporated, budget would have to be discussed and approved latest at January 2017 meeting in time for precept request to go in, normally 2nd week January.

Pension – Clerk confirmed that MCC had a staging date from the Pensions Regulator of 1st May 2017, April May is a busy time for Clerk so she will have to apply to have it advanced to December. Clerk reminded Council that whilst the employment of the Clerk falls below the financial prerequisites of providing a pension, we are legally bound to go through the same process as if we were to provide a scheme. Failure to adhere to the process and declarations will render MCC liable to fines/penalties. It is a time consuming exercise but Clerk will ensure full adherence to the process within the time constraints that have to be adhered to. SLCC advised that it is important to engage early with automatic enrolment and Declaration of compliance to avoid any risks of fines, latest quarterly figures show a rise in level of fines imposed by the regulator.

Payroll – nothing specific to report, Clerk paid annually and the RTI system with HMRC for payment of tax and any national insurance obligations is set up as an annual return with HMRC (although NI not applicable in our case and Clerk is responsible for own tax). Clerk maintains a spreadsheet with any excess hours to be claimed which are advised to Council at each meeting and providing approved are signed off by Chair accordingly and appended to minutes as applicable.

Payments – 3 payments to be approved, Clerk total £105.78 breakdown as follows:

Date	Item	Amount	Cheque No.	Date of cheque	Cheque amount	Minute reference
10/05/16	Postage audit documents	£2.81	100266	05/10/16	£105.78	2/6/16 item 38
13/06/16	Postage stamps	£6.00				6/7/16 item 50
20/09/16	Stationery - diary/notebooks	£4.00				5/10/16 item 88
26/09/16	Printer Cartridges	£62.97				5/10/16 item 88

2 travel items to Cllr. H. Lewis for 2 x OVW meetings attended June and September total £21, it was unanimously agreed to approve payments by all and cheques duly signed.

89. Agenda items next meeting

- A. Welcome
- B. Public Meeting Superfast Broadband
- C. Apologies for absence (absence forms to be signed off)
- D. Declaration of interest
- E. Minutes of the last meeting
- F. Matters arising from minutes (/ Action Points update
- G. BT telephone kiosks
- H. Correspondence Updates / General updates from Clerk
- I. Planning Applications/Updates
- J. Highways matters
- K. Reports from meetings / training attended
- L. Budget proposal 2017/2018
- M. Financial update from Clerk – expenditure YTD, budget comparison, pension & payroll update & payments due
- N. Agenda items next meeting
- O. Confirmation of date of next meeting/s – Public meeting (TBC) 10th November 1830 hours and Council meeting 23rd November 2016

Forward dates for meetings: OVW – 2017 - 24th January; 19th April; 14th June
 Manafon CC - 2017 - 4th January; 8th February, 8th March subsequent dates for 2017 to be agreed, will be required by Auditors

Meeting closed at 2205 and Chairman thanked everyone for their attendance