

Minutes of the meeting of the Manafon Community Council held on Wednesday the 6th January 2016 at 7.30pm., at New Mills Village Hall.

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

- 1. Welcome by Cllr. J. Davies Chairman**
- 2. Apologies for absence** – None
- 3. Declaration of Interest** – None
- 4. Minutes of the last meeting;** minutes had been adjusted prior to meeting, amended minutes reviewed and were approved and agreed by all.
- 5. Matters arising from minutes (not covered in main agenda) – Hedge cutting not resolved, Cllr. C. Davies will try and get cut by Alan Buckley ASAP. Telegraph pole at Dolryrhoel rock** – Clerk had taken up with BT who could not identify pole, matter ongoing, Cllr. H. Lewis will photograph the pole and send to Clerk to pursue further. **Overhanging bow of tree**, not yet resolved, Clerk reported to highways department who were unable to identify specifically, Clerk to investigate further and pursue.
- 6. Appraisal Clerk** - General discussion on necessity for Clerks to have appraisals, C.C. Joy Shearer confirmed that generally not applied, Clerk found role acceptable and it was agreed by all that Councillors and Clerk would discuss any issues and resolve as and where necessary, agreed by all that no formal appraisal was necessary. Clerk suggested one addition to job description for future references/new clerks, “To arrange and coordinate any additional or external meetings and ensure adequate representation” this was agreed by all, Clerk to update job description.
- 7. Electricity Supply Interruptions**
A further more prolonged (approx. 30 minutes) interruption had been experienced around 1800 hours Christmas Eve, slight dips and surges since, Clerk to monitor and report to providers if any more interruptions are experienced.
- 8. Charitable donations**
A lengthy discussion ensued on charitable donations, question raised was should we, is it our job? Cllr. Benyon suggested there should be specific criteria set to decide on the appropriateness, for example: local, is it of benefit to our community, the feeling was that it had to be local people supporting local charities. Requests received so far for donations were summarised by Clerk, British Red Cross, Eisteddfod Llangollen, Welsh Air Ambulance (including the building of a new airbase in Carmarthenshire), CAB, Bobath Children’s Therapy Centre (South Wales) The general consensus was that a limited amount of donations to local charities was acceptable, the question was put as to what level of donations in total Council would budget for in 2016/2017 financial year, several suggestions were made, it was agreed the percentage of precept was probably not correct as precept can vary in election years, for purposes of setting the budget/precept it was unanimously agreed at a fixed amount of £200 and the charities that would benefit would be decided at the April meeting. Clerk was to investigate how much we are allowed to donate to ensure within any guidelines that may be existing prior to next meeting.
- 9. Finalise Budget 2016 and Precept**
Review of expenditure for current financial year provided to Council along with a comparison of YTD expenditure and incomes compared to previous financial year, illustrated in table below.

All main expenditure for this year has been accomplished, only minor expenditure anticipated before year end such as postage etc. Some items under budget, some over budget as there were a number of items that could not be anticipated when budget was originally set.

	B	C	D	G	H
1	Expenditure	Expenditure 2014/2015	Expenditure 2015/2016		Variance 2015 vs. FY ending 31/3/2016
1		£3,818.39	£3,621.08		-£197.32
2					
3	Incomes	Income 2014/2015	Income 2015/2016		Variance FY ending 2016
2	Total	£4,148.61	£3,481.54		-£667.07

Budget for 2016/2017 FY: Clerk presented a budget detailing expenditure and incomes for the new financial year, the incomes are contingent on final precept amount awarded. Some observations were made in respect of devolved services, whilst Manafon were not directly responsible for services, as Powys CC devolve or reduce support for some community services then there could be an indirect impact on some services that our community access, such as mobile library; dial-a-ride; day centres; etc. etc. As we do not have any firm information we cannot legislate for these factors in our budget at this stage. Election costs will be in budget for 2017/2018 FY (£1200 approx.) to be budgeted.

After much discussion and taking into account the budgeted expenditure for 2016/2017 proposed by the Clerk @£3,509.00, it was unanimously agreed to request a precept of £3,600 from Powys CC, Clerk to return forms before the deadline of 22nd January.

10. Review of Standing Orders (carried over from last meeting)

A full review of the Standing Orders was undertaken, kindly read by Cllr. J. Hall. Overall they do stand up to scrutiny and the legislative requirements but some minor adjustments will be made by the Clerk for review and finalisation at next meeting. The adjustments mainly relate to paragraphs 16, 17, 25, and 27.

As we need to ensure they reflect the legislative changes made vis a vis Audits etc. etc. the Clerk will undertake a review of the Financial Regulations to submit to Council for discussion at next meeting, Clerk will issue prior to meeting so everyone has an opportunity to consider recommendations first.

11. Correspondence / Updates from Clerk

Consultation on the National Planning policy deferred to 22nd February, several Councillors asked for link to the paper to be emailed so they could read, Clerk to send link.

Some amendments to Housing and Planning Bill related to affordable housing as one aspect of it. At time of meeting it was unclear of this was relevant to UK or only England Clerk was to seek clarification. Subsequently have established that this Act just applies to England, however there is a new Wales planning Act which brings new responsibilities to community councils including the right to be consulted by a developer before a planning application is submitted for a major development.

We were advised 6th Nov of a decision by Powys CC to send all Planning applications electronically in future was to be implemented 1st January but has been deferred to 1st February; matter is now the subject of discussion in all local councils as many seem unable to accommodate this change so roll out date may slip further. Manafon do not see it as a problem to comply, Clerk will download any planning applications prior to meetings.

Reforms to local government in Wales; a draft Bill was published 24th November 2015 and is the start of a formal consultation to reduce the number of Councils from 22 currently to 8 / 9, the Bill suggests the mergers 'would pay for themselves' in 2 or 3 years and overall saving could be achieved of some £650 million'. More information can be found using this link: <http://gov.wales/newsroom/localgovernment/2015/fewer-councils-could-save-650-million/?lang=en>

Applications are invited for a Vice Chair and independent members to Wales NHS, further information can be viewed using this link www.wales.gov.uk/publicappointments, applications close 15th Jan.

SLCC are holding 2 events (1 x North and 1 X South Wales) covering the Consultation on the Draft Local Government (Wales) Bill. After discussion it was agreed that there was no necessity for the Clerk to attend and as members of SLCC we will receive a summary from them after the event.

Fasthosts – Domain registration, Clerk informed Council that due to some changes in domain registrations, uk registry Nominet UK has increased prices to the companies holding Accredited Registers and these increases will be passed on to customers. This will affect ours at next renewal 2017 and increases to £6.99 pa plus VAT.

Welsh government has announced plans for additional investment in the 'help to buy scheme', information was put on notice board and website, use the link here for more information; <http://gov.wales/newsroom/housing-and-regeneration/2015/151210-minister-announces-extra-help-to-buy-a-home/?lang=en>

HSBC with whom the Council bank has advised that they are making facilities available at Post Offices for banking. This represents changes to their terms and conditions for Business account holders and those accounts that are related to Community, Schools and Colleges these facilities are available at no extra charge.

Correspondence via website, Clerk would arrange to make an archive folder in the website so only current documents with relevance are visible, older documents can be accessed via archive, there would always be a live folder of minutes for current year and previous 2 years, Clerk would attend to ASAP.

Powys Community Health Council Meetings, Clerk would monitor agendas and minutes for meetings and if anything pertinent will bring to attention of Council and, where applicable share with the community.

Discussion on the imminent road closure to facilitate infrastructure for BT and provision of high speed broadband services, Clerk confirmed this had been publicised on web site and notice boards. Cllr. C. Davies was concerned about access for emergency vehicles during this closure and C.C. J. Shearer assured him that it would have been discussed with the emergency services and they were very well informed on such matters.

OVW had circulated information for nominations for the New Year's honours List for 2017. Honours under the UK Honours System are awards made to recognise achievement, service or commitment on a local, regional or national level. Honours recognise people of outstanding merit, and those who have committed themselves to exceptional service; whether they have been paid or unpaid for their services.

The Clerk has a list of the criteria for each category and if we have anyone in our community worthy of being nominated this should be advised to the Clerk by the 20th January, closing date for

applications is the 29th January.

Discussion on new logo for Council recently produced, all agreed was a good idea but concept needs reviewing, must be bilingual (Cyngor Cymuned) and the image needs to include the Village Hall as that was also a focal point for the community. Clerk would see about photos of village hall and if it could be combined to produce an aesthetic joint image.

Offer had been received for Community Councils to join the Ramblers Association; this opportunity was declined by Council as no perceived benefit.

OVW has issued invitations for nominations of Chairpersons to attend Buckingham Palace Garden Party May 2016. Clerk will submit however first stage is entry to a draw, 30 nominations for the whole of Wales are available, closing date 15th January, Clerk will submit.

Clerk mentioned she had seen evidence of fly tipping and dangerous waste (broken glass) at Tregynon, would report to Waste / Environmental / department.

12. Letter of engagement internal Auditor (carried over)

Clerk had produced the letter of engagement for internal auditor and would arrange meeting to agree. For the FY 2017/2018 the requirements of the internal Auditor will be more important as new legislation means Councils with a turnover less than £25,000 are no longer subject to the external reviews. Letter was read to Council and all agreed unanimously that it covered all necessary topics.

13. Planning Applications/Updates

Clerk had not received any new applications and the web site was being updated as changes in status occurred. Clerk made Council aware that there were 3 updates received from planning office 29/12/2015, postmark dated 24/12/2015 and for 1 of them we had not received the original. The most concerning fact was that permissions had been granted as far back as June 2015, Clerk will make planning aware that these time lapses are not acceptable.

Consents granted as follows:

- P2015/0268 Bron Y Rhiw Cottage Manafon (listed building consent)
- P2015/0267 Bron Y Rhiw Cottage Manafon (full planning permission)
- P2015/0520 Gwernydd Caravan Park (full planning permission)

The Planning monitor in website was updated with these latest consents; hopefully the new electronic system will ensure we are in receipt of planning applications in a timelier manner in future.

14. Highways matters

A general discussion ensued about the recent flooding, Clerk had reported concerns to emergency service via 101 at one point as the B4390 was deep on flood water and apart from the potential for an RTA there were concerns raised by Cllr. Benyon for 1 property where residents were not at home. Powys CC seems to have been cleaning out the drains and gulleys more of late however, the debris is often left alongside and next spate of rains flushes it back to where it came from!. Cllr. Benyon raised the issue of flooding by Lower House Farm, would provide Clerk with details to report to highways.

15. Reports from meetings / training attended

Nothing to report.

16. Payment of accounts

Payment to Clerk for stationery items including a storage box totalling £10.99 the payment was approved by all.

17. Agenda items next meeting

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. Finalisation of Standing Orders (carried over)
7. Review of Financial Regulations
8. Correspondence / Updates from Clerk
9. Update on STW Planning Application
10. Planning Applications/Updates
11. Highways matters
12. Reports from meetings / training attended
13. Payment of accounts
14. Agenda items next meeting
15. Confirmation of date of next meeting

18. Confirmation of date of next meetings and forward dates 2016 April onwards

The next meeting of the Council will be held on 3rd February 2016 at 1930 hours. The forward dates for 2016 are as follows: 2nd March; 6th April; 4th May (AGM); 1st June; 6th July; 3rd August; 7th September; 5th October; 23rd November; later November meeting to reduce gap till January as no meeting December unless deemed necessary. These dates will be submitted with Audit as is normal practice and will be updated to web site.

Meeting closed at 2155 and Chairman thanked everyone for attending.

Proposed agenda for meeting February 3rd 2016 is per item 17, (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 26th January** so that notice/summons can be issued / published in good time)

Please note: Future dates for OVW Montgomeryshire 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 Wednesday the 6th January 2016:

Clerk

Telegraph pole at Dolryrhoel rock –Cllr. H. Lewis will photograph the pole and send to Clerk to pursue further.

Overhanging bow of tree, not yet resolved, Clerk to investigate further and pursue in conjunction with Cllr. Jerman.

Clerk to update job description.

Clerk to monitor and report to providers if any more electricity interruptions are experienced.

Clerk was to establish donation levels to ensure within any guidelines that may exist.

Clerk to return precept forms before the deadline of 22nd January.

Standing Orders - some minor adjustments will be made by the Clerk for review and finalisation at next meeting.

Clerk will undertake a review of the Financial Regulations to Council, Clerk will issue prior to meeting.

National Planning - Clerk to send link to Councillors

Clerk will download any planning applications prior to meetings.

Clerk to organise archive in website so older documents can be accessed via archive.

Powys Community Health Council Meetings, Clerk would monitor agendas and minutes for points of interest.

New logo for Council - Clerk would see about photos of village hall and if it could be combined to produce an aesthetic joint image.

Buckingham Palace Garden Party, Clerk will submit by closing date 15th January.

Clerk mentioned she had seen evidence of fly tipping and dangerous waste (broken glass) at Tregynon, would report to Waste / Environmental / department.

Clerk to arrange meeting to agree letter of engagement for internal auditor.

Planning – delays in communicating permissions, Clerk will make planning aware that these time lapses are not acceptable.

Clerk to report flooding issues by Lower House Farm to highways.

Meeting dates - Clerk to update website

Councillors

Hedge cutting not resolved, Cllr. C. Davies to organise with Alan Buckley the cutting of the hedge as soon as practical.

New Year's honours List for 2017 if we have anyone in our community worthy of being nominated this should be advised to the Clerk by the 20th January,

Cllr. Benyon raised the issue of flooding by Lower House Farm, would provide Clerk with details to report to highways.

Overhanging bow of tree, not yet resolved, Clerk to investigate further and pursue in conjunction with Cllr. Jerman.

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