

Minutes of the Council meeting of the Manafon Community Council held on Wednesday 5th April 2017

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

Welcome – The Chairman welcomed everyone to the meeting and expressed a particular welcome to see CC. Joy Shearer return to meetings.

140. Opportunity for members of the public to raise any points at the meeting.

It was noted that Heulwen Hulme, a prospective County Councillor candidate standing at the next elections in May attended as member of the public. In this capacity Mrs. Hulme raised several points that had been addressed to her concerning our parish, Clerk to raise with highways:- **A)** Llanfair Road approaching Pen y Bryn, New Mills, Welshpool, Powys, SY21 8BP located at Latitude 52.65784000, and Longitude of -3.20505000 off B4390; residents raised concerns about the speed of vehicles travelling on the road which is twisty and suggested that Powys Council have the 30 MPH signs moved further back so vehicles reduce their speed sooner; **B)** Upper Glyn Manafon, Powys SY21 8BS, off B4390 coordinates Latitude: 52.6253291, Longitude: -3.2968625, extensive pot holes and some very deep, particularly bad near Maddox Wells. This was also reported way back in Feb 2016 where residents had reported the increase in pot holes and severity of some on the road leading to the Glyn (Bumford's), copy in Llanfair Clerk.

141. Apologies for absence – Cllrs. C. Davies

142. Declaration of interest - None at this point, any arising during meeting will be referenced under specific agenda point, see planning agenda item 148.

143. Minutes of the last meeting

It was unanimously agreed that the minutes were an accurate and correct representation of the meeting it was resolved by all to accept the minutes as proposed by Cllr. R. Benyon, seconded by Cllr. E. A. Lewis.

144. Matters arising from minutes

Web site health check and agendas completed by Clerk, web site still needs number of electors in the parish, waiting on up to date figure from electoral roll.

Clerk unable to review reserves as no confirmation from Powys CC on precept request, will complete once that decision is known.

Publishing draft minutes – vote put to Council, all in favour therefore it was unanimously agreed to ensure compliance that we will publish draft minutes once produced by the Clerk clearly stated as draft minutes until approved at next meeting and would be issued to the Chair to review before publishing.

Superfast Broadband update, Clerk had been chasing BT some activity evident, Cllr. Hall advised that there had been some sort of blockage in the ducting in Manafon, seemingly resolved so hopefully May date will be honoured by BT.

Rhiew Valley Senior Citizens committee resolved, Village Hall to oversee.

Mobile project, Clerk reported still limited responses from other communities, Clerk will contact EE to try and facilitate a meeting to see how local communities can support them to bring about solutions.

Highways will be dealt with under main agenda item.

Recycling update – Changes to Monday waste collections ceasing has been deferred.

First World War commemorative plans - Council suggested a local appeal to our Community for information on local war heroes, Clerk to publish something on website and then maybe we could organise a public event depicting same, for further discussion. The FWW commemorative date is 11/11/2018 a Sunday, Council suggested a weekend exhibition, maybe involves horses/pigeons which were used extensively in WW1; some sort of battle re-enactment, Clerk to contact David Hall @ Manafon Messenger for details for editorial so we can see what can be achieved. Clerk will contact Powys CC to see if we can secure any funding from the Powys War Memorials Project.

Highways, the issue of the mud and damage caused by the STW work around Cefn Bach Lane and the chapel, reply received from STW to the effect works are incomplete once finished they will undertake a snagging check to ensure rectification of any issues, Council to monitor.

Audit & Well-being Future Generations Act 2015, as this is important for community and will be part of Audit for 2018/19 Clerk to go through and pick out any salient points for Council to focus on. Clustering may be relevant to this Act.

145. Meeting Conduct/Communications Clerk & Councillors

Communications between Clerk & Councillors – deferred to AGM meeting.

Meeting Conduct – Chairman reminded Councillors that the Code of Conduct had been adopted and signed up to by all Councillors', and that following the code was not optional. Points from the 'Good Councillors Guide' were quoted as an example of what was expected. The Chairman also reminded Councillors that the Council is an employer of the Clerk and thereby governed by employment law and that the role and function of the Clerk was diverse. Chair went to great lengths to explain the role of the clerk as set out by the Ombudsman for Wales; it is more complex than many people think.

It was not conducive to have meetings conducted in an air of conflict and tension, there has to be a return to one of mutual respect. The Chairman also stated that over a number of years maybe meetings have become less formal than they should be. He also suggested if it was the will of the Council this can easily be rectified with the Chair maintaining a more formal approach to managing the meetings and maintaining discipline. It is important that we return to a culture where we respect each other, and respect people's right to their point of view even if it is different.

Finally the Chairman reminded the Council that behaviour in a meeting is not only the role of the chairman but that everyone has a responsibility to act in an appropriate manner at a meeting and any other time they represent the Council. There then followed a general discussion.

All members of the Council agreed that meeting etiquette has to be more formal. It is important that future meetings are carried out with everyone showing respect for each other, the Clerk or any members of the public present. The following points were agreed for future meetings,

- a) The agenda needs to be followed with no side discussions on other items.
- b) Each person to indicate to the Chair they wish to speak and wait for the Chair to invite them to speak.
- c) One person at a time to talk.
- d) Inappropriate behaviour or language during debate is to be dealt with immediately by the Chairman.
- e) Clear decisions are made so everyone is clear on what has been decided and also making it easier for the Clerk to record and action.
- f) If members of the public wish to address the meeting the Chairman briefs them on how long is available, Councillors are permitted to ask questions of the Public during public time. If the press and public are to be excluded on any item this is clearly stated in the agenda.

Chair sought Councillor's confirmation that all were in favour of the above points and that general conduct would improve in the future, this was unanimously agreed by all present.

Chairman had reviewed the minutes for the last year or so and wants our community to be aware of what the Council has achieved or contributed to in order to have a better understanding of the work of the Council. Suggestion was to summarise these achievements in the minutes and incorporate into the Chairman's report for the fiscal year.

Councillors Hall and Benyon suggested that at the AGM some targets were set by the council in terms of what to focus on for the benefit of our community.

Cllr. Benyon suggested that there should be a more equitable share of attending external meetings, this to be addressed at AGM when representatives were elected.

Cllr. Jerman stated that he felt it didn't look good for the Council if we had to advertise what we do. Chair's response was that we are not trying to justify anything but show that we can deliver on some things. This might also generate more interest within the community. County Councillor Shearer stated that it was a good idea to be visible to the community and demonstrate what was being achieved through the precept.

It was put to the Council that a summary would be incorporated into the Chairman's report for 2016/17 and was unanimously agreed by all present.

146. Elections Update

Clerk confirmed that 6 nomination papers had been submitted for Manafon, Clerk hand delivered and obtained receipts for all 6, receipts were made available to Councillors but advised to be retained by Clerk.

This will be carried forward to AGM after the May elections have taken place.

Powys CC has announced that it will not be implementing training in the Members Code of Conduct; they have decided that the OVW sessions are more comprehensive and urge all Councillors to participate in the training.

Wales Policy Officer for SLCC Mark Galbraith has suggested in the last SLCC newsletter that a Member Induction Programme would be useful for new Councillors promoting an understanding of the Council; Conduction of business, Issues; Roles and responsibilities; Standards and conduct. (Clerk has more detail on this suggestion).

147. Correspondence Updates / General updates from Clerk

IRP Wales - Clerk confirmed she had circulated by email the Annual Report for the Independent Remuneration Panel for Wales, the most relevant being payments to Members of Community and Town Councils, this was a broad document outlining expenses eligibility for Members such as travel, subsistence, Carers Costs etc. to be carried forward to AGM.

PAVO publicity received outlining free training available to staff and trustees of third sector organisations in Powys who will gain an understanding in how services currently delivered, or due to be delivered across Powys need to change in order to meet the **Social Services and Wellbeing (Wales) Act 2014 and the Future Generations Act (2015)**.

Powys CC – changes to intake ages for school children, Clerk posted to notice board and web site.

Wales' rural communities are to get a quarter of a billion pound boost. The funding, a combination of Welsh Government and EU money, is an investment in key areas that will help rural communities to be more resilient during the post-EU transition period. It will provide Wales' farmers, food producers, landowners and others with a certain degree of assurance that they can start to make future plans and shape their business operations accordingly.

<http://gov.wales/newsroom/environmentandcountryside/2017/quarter-of-a-billion-pound-boost-for-wales-rural-communities/?lang=en>

Recycling – Clerk informed meeting that she had received a number of verbal complaints from local residents about the changes in recycling matter, particularly related to the new restriction being imposed at the local HWRC's. Complaints had been in respect of the type of vehicles that would be refused entry, given it is an agricultural community and many residents had (only) open topped vehicles and even if they had legitimate household waste they would not be permitted entry, Council had serious reservations as to the impact this new regime would have on increasing fly-tipping, yet again there is clear evidence of fly tipping on the river side opposite Trem Hirnant, mainly garden waste but can have implications for the river and has been reported to Powys Council and the NRW in the past. It was unanimously agreed by all that the Clerk informs Nigel Brinn at Powys CC of these issues and to reiterate the issue of fly-tipping at Trem Hirnant.

Register of interests of Members, Clerk reminded Council that when they take office after the Elections at AGM they will have to complete a full register of interest form, she will circulate prior to meeting as they are detailed.

149. Broadband & Mobile updates

The Montgomeryshire Broadband Summit Newtown 1400 20th March was cancelled, no new date advised so far.

Clerk advised that there had been scant response on gaining support from other local councils who are not able to have a mobile signal and asked what Council proposed going forward, she suggested convening a meeting with EE and those councils who had expressed an interest and it was unanimously agreed that the Clerk would contact EE to facilitate. EE's adverts seem to claim they provide mobile coverage everywhere! Cllr. Benyon advised that the current providers deal to provide the mast for emergency services ends 20/178/19 and EE will take over the ESM's (emergency services masts).

At this juncture Cllr. T. Jerman left the meeting.

149. Planning Applications/Updates

New application - P/2017/0245 – Grid Ref: 310991,61 / 302302,72 outline: Residential development of up to 5 dwellings and associated works, land adjoining Trem Hirnant Manafon, the response date for comments via Powys CC planning portal **8th April**.

At this juncture Councillors J. Davies, and J. Hall declared interests; all left the meeting room and took no further part in the discussion.

After much discussion the following observations were made and Clerk instructed to submit to Powys CC:-

On behalf of Manafon CC please note the following comments and observations for consideration in respect of this application..

Whereas Manafon Community Council has no objections to the proposed planning application either in its proposed location or scale of development, it appears there are serious issues and concerns with facilitating sewage from the proposed housing development site and that Severn Trent has disclosed no current plans to upgrade or replace current sewage facility.

Severn Trent stated in their planning application P/2015/0760 in 2015 (refused because of location) that quote: - the existing sewage treatment works (STW) is currently running beyond its operational capacity.

Frequent visits by STW tanker to empty sewage works is verification of problem with capacity.

It is noted by MCC that planning application P/2016/0168 for previous development had been granted permission (not yet developed), despite STW clearly not then or now having the sewage works capacity to discharge its obligation to provide sewage service provision for such increase in loading on its Manafon facility, we consider that this may have been an error by STW when consulted on reference P/2016/0168 application knowing the shortfall in the then current available capacity of their sewage works. STW Development Management is clearly not familiar with the current operational restrictions affecting Manafon sewage works.

Because of the above statement from STW and no plans submitted by STW since that time to replace the sewage treatment works in Manafon. MCC would insist that further time and consideration be given before this planning application is approved because of the issue as stated.

Apart from the issues in respect of sewerage disposal outlined above, there are additional questions/comments as follows:

- 1. Alongside the current development of Trem Hirnant there is a public footpath, what we cannot ascertain from the plans submitted is whether or not that footpath is compromised by the additional development or not.*
- 2. We were not able to verify from the design statement and plans if provisions were being made for affordable housing, Manafon CC are committed to supporting local people to ensure there is sufficient, appropriate and affordable accommodation that enables them to live within their own communities.*
- 3. With regard to the proposed open areas, Manafon CC have concerns as to the maintenance of those areas and whose responsibility it would be to ensure adequate maintenance of the site.*

No other planning matters discussed, Councillors J. Davies and J. Hall re-joined the meeting.

150. Highways matters

Cllr. Benyon raised the matter of an urgent issue by Lowerhouse Farm / Windy Corner again, the off run of water was causing a waterfall effect, report from Cllr. Benyon thus; *“the drain pipe that is supposed to carry the water off and under the B4390 has a gap between the last and second to last section of pipework where it enters the very large and deep Highways drainage chamber located in the field. The drainage water does not make it to the chamber as it simply pours through the gap between pipework down onto the field , hence the flooded field now every time it rains’*

The landowner is very concerned that valuable Pheasant chicks held in the pens in the field will be at risk if this problem is not rectified as soon as possible.

As stated in the MCC meeting Landowner who is not present at the moment has stated that he is happy for me to meet with Highways to discuss problem.”

Clerk to report to Highways urgently.

151. Reports from meetings / training attended

Cllr. H. Lewis attended a meeting in Welshpool 8th March outlining the review process for principle council boundaries. Only 15 local councils had representatives at meeting.

The current programme of electoral reviews will aim to submit recommendations for all 22 Principal Council areas to Welsh Government to be implemented with, or without modification, in time for the 2022 local government elections.

A consultation period running from 7th March 2017 to 31st May 2017 for representations to be made by interested parties, more details can be found on LDBC web site -

<http://ldbc.gov.wales/reviews/electoralreviews/?lang=en>. The objective of an electoral review is to ensure that, within each local authority area, electoral arrangements seek to achieve parity. Utilising the existing community structure within a local authority, an electoral review will take into account

community identities, electoral equality and consultation feedback to ensure that our proposals uphold the interests of effective and convenient local government for the electorate within Wales.

152. Financial update from Clerk – expenditure YTD, budget comparison, pension & payroll updates, payments due

Payments requiring authorisation travel expenses Clerk L Stanton for delivery of nomination forms Welshpool and same for delivery to Councillors £12.80 & £7.60, travel expenses for Cllr. H. Lewis for LDBC meeting, Clerk for various stationery items £4 & £5. The payments to be made were proposed by Cllr. J. Hall and seconded by Cllr. H. Lewis and unanimously agreed by all, cheques duly signed by Cllrs. R. Benyon, and J. Hall.

Clerk provided Council with the YTD expenditure sheet and bank reconciliation, total expenditure YTD £4381.85 including £59.77 VAT to be reclaimed, £4322.08 excluding VAT, performance against budget will be an overspend of £829.10, variances explained in previous reports.

Anticipated reserves at this stage are expected to be in the region of £3046.69. Bank balances as at 15th March current account £1938.47, high interest £1899.12 combined £3837.59, reconciled by Clerk, copy statements made available to Council for inspection.

Clerk had not fully risk assessed the forecasted reserves fund, without knowing if precept had been approved hard to know what reserves might be at current year end as we may have to carry forward some reserves to 2017/2018 budget, agreed to revisit when situation on precept was known and report to Council at next meeting.

Payroll, Clerk confirmed that the RTI / FPS update was submitted and receipts for same shown to members, Clerk had paid her tax liability (£450) immediately after submission as it was a personal responsibility to settle, FPS was to be submitted well on time and P60 issued to Clerk accordingly, P32 printed from HMRC payroll system.

Still no confirmation on precept payment due for 2017/2018 received thus far.

Getting ready for the Audit – OVW have advised that one of the external auditors (BDO not Grant Thornton as yet) have asked additional questions about the arrangements in place for bi-lingual production of minutes and agendas, this has been challenged by OVW and we wait to hear further.

153. Agenda items next meeting & AGM 17th May 1900 hours

AGM

Welcome

Apologies for absence

Declarations of interest

Elections - results Community Council & Powys Council

Declarations of acceptance

Selection of Chair and Vice Chair

Election of Officials and Representatives to external bodies and meetings to be attended by elected representatives

Adoption of Code of Conduct

Review of The Good Councillors Guide

IRP Wales – Remuneration Policies

Declaration of interest forms

Charitable requests /donations

Council Audit a) Financial summary b) Bank reconciliation, balance sheet, c) Accounts Audit information, d) Annual Governance Statement for year ended 31st March 2017, Chairman's report, Risk Assessment of reserves

General Meeting

Apologies for absence

Declarations of interest

Opportunity for members of the public to raise any points the meeting.

Minutes of the last meeting

Matters arising from minutes

Communications between Clerk & Councillors (c/f from April)

Correspondence Updates / General updates from Clerk

Minutes of meetings

STW and sewerage

Broadband/Mobile updates

Planning Applications / Updates

Highways matters

Reports from meetings / training attended

Financial update from Clerk – Audit and end of year accounts, payroll updates & payments to be authorised

Agenda items next meeting

Date of next meeting (specifically look at July/Aug given later dates for May/June)

Dates of external meetings and attendees

154. Confirmation of date of next meeting/s: specifically addressing May AGM & June meeting dates.

Manafon CC – **AGM & Normal meeting 17th May 2017 start time for AGM 1900 hours**, June meeting is scheduled for 21st June 1930 hours.

Subsequent dates for 2017 are the first Wednesday each month unless otherwise notified; July/Aug may be subject to change.

OVW – 2017 - 19th April; Cllrs J. Davies and E. A. Lewis and Clerk to attend at Machynlleth 1900 hours, next meeting TBC 14th June.

Montgomeryshire Broadband Summit Newtown revised date TBC.

SLCC Llandrindod Wells - Future Branch Meeting Dates 6th July 2017 including AGM, 7th September 2017 & 7th December 2017, Clerk attending at least one date TBC but likely to be 6th July 2017 for presentation on code of conduct.

Meeting closed at 2225 and Chairman thanked everyone for their attendance and in particular gave thanks to County Councillor Joy Shearer for her contribution and support over the years to Manafon CC, CC Shearer is stepping down at this election. The Clerk added her thanks to Councillor Shearer for her help and guidance when she took on the role of Clerk, the whole Council extended their thanks and good wishes to Councillor Shearer and wished her well in her retirement.

Addendum – request vis a vis Messenger delivery, Cllr. J. Hall asked if anyone could assist with delivery of Manafon Messenger, Cllr. R. Benyon kindly volunteered.