

**Minutes of the Town Council meeting held on Wednesday 15<sup>th</sup> February 2017 in the Council Chambers of the War Memorial Institute**

**Present:** Cllrs P. James, L. Pace-Avery, P. Lambkin, S. Jones, A. Jones, J. Davies, T. Van Rees

**Visiting speakers:** Mr G. Jones School support and Mrs. K. Thomas Principal librarian

Mr M. Blee (PAVO)

**In Attendance** ; Mrs L. E Ball (Clerk and RFO)

Cllr James opened the meeting at 6:30pm thanking members for their cooperation with an early start. He welcomed Mr Jones and Mrs Thomas to the meeting to discuss the way forward with maintaining a library service within the Town.

Clarification was once again sought by Cllr James regarding the issue of the substantive post of the librarian and the implications, both morally and legally, for the Town Council and the question raised as to whether the post of a paid 6hr librarian had been advertised. It was explained that since the existing librarian had resigned from her post then a new post had been created. On two further occasions the question was posed as to whether it was possible to replace a paid post with volunteers

Mr Jones stated that the position was amended within the restructuring of the Powys Library Service in line with County Policy of cost saving and that since the legal responsibility for employment of the 6hr post lay firmly with the County Council the Town Council would in no way be liable should there be any dispute.

Cllr James thanked Mr Jones for his reassurance outlining the fact that, in raising the issue, the position of the Town Council was being rightly safeguarded.

Cllr James opened the discussions to members. The following questions were raised;

Would the security of the building be compromised if volunteers had keys, leading to several sets of keys being available?

Volunteers would need to have keys but there would be a protocol for use of those keys and this would be addressed in volunteer training. There would be occasions when volunteers would have to lock the building.

The issue of lone working was raised .

This issue would be addressed during training and a protocol established.

The issue of conduct was raised and what would be in place if problems arose with volunteers.

There would be a code of conduct and job descriptions issued to volunteers. There would be a volunteer coordinator who would liaise with the volunteers and the library Service and once again there would be training provided by the Library Service in these matters.

The question was raised regarding the services of the library and which services would be cut because of the reorganisation.

Fines would still be taken but some services would not be available for example the paying of council Tax or any other payments made to Powys County Council..

Clarification was sought as to the costings of the agreement and what was being offered.

The agreement is to provide 6hrs qualified Librarian time funded by the Library service to be complimented by 4hrs volunteer support from within the Community.

A volunteer coordinator would be appointed and all volunteers would receive training and support via the library Service. All policies and guidelines will be supplied by the Library Service in line with their current practices. The cleaning of the library would be done by a volunteer and utility bills would be paid by the Library service. The heating issue was currently being investigated by Powys through an "Investors Safe scheme" which would be Welsh Gov funded to look at potential energy savings. An assessment would be carried out and a report produced. The Town Council was assured they would receive a copy of the report should this option be taken up by Powys.

Concern was raised that if the heating system was found wanting then this could put the viability of the school itself at risk .

This concern was immediately allayed by both the County Councillor Mr T Van Rees and Mr Jones who explained that there had been a shift in philosophy within Welsh Government regarding the closure of small schools and that the school would not be affected by issues with the Library.

After much discussion, the proposal was made to go forward with maintaining the Library with 6hrs paid librarian service topped up with 4 hrs. volunteer support. Members were asked to vote on this proposal. It was a unanimous decision and the motion was carried. It was requested that the Clerk write a formal letter of acceptance to Mrs Thomas and that dates would then be arranged for volunteer training. It was suggested that fire training be done locally through the fire Service if possible. The new arrangements would begin on the 1<sup>st</sup> April.

Cllr Pace Avery thanked the library Service for their support with the writing competition which she added had now expanded to include our twinning partners in Meriel and Cesky Krumlov.

Cllr James thanked both Mrs Thomas and Mr Jones for their time in attending the Council meetings and for answering some persistent questions. It was felt that the arrangements proposed would maintain the library for the future.

Mr Jones and Mrs Thomas left the meeting.

**Visiting speaker 2** -Mr M. Blees.(Volunteer support coordinator at PAVO)

Cllr James welcomed Mr Blees to the meeting recapping on why he had been invited to speak. Cllr Pace-Avery had proposed a volunteer system whereby people could be matched to where they wanted to volunteer. Cllr James invited Mr Blees to say what help could be provided in setting up a volunteer's base.

Mr Blees felt that the idea was a good one but that it should be done in stages with the first job to set up a database to register willing volunteers. The data base would need to be secure, used for the correct purpose, and volunteers would need to give permission for their data to be stored for a period of time (usually three years)

. It was felt that the Town Council in Llanwrtyd could facilitate it, rather than the Builth Volunteer Bureau, as we already have some knowledge of the volunteers in Llanwrtyd.

It would be possible to get involved with the Millennium volunteer scheme which is designed for the 14-25 age group. This is a recognised scheme whereby volunteers are awarded certificates for 50, 100, 200 hours for volunteering. The scheme does not affect benefits providing the volunteer is available for job search or interview. Volunteering provides an insight into a variety of work places and can lead to offers of paid

employment. It gives a person a reason to get up in the morning and in go out into the workplace to contribute. This can have a considerable impact on self-esteem and can prevent spiral of negativity and depression. Cllr Pace Avery informed members that negotiations were underway with Mr A Lawrie regarding the use of the surgery. The issue is now in the hands of Powys Health Board estate.

A list of event groups needs to be compiled, then information about volunteers needs to be put onto a data base . The High School could be approached to invite participation in the millennium Volunteer scheme. Once this has been done PAVO could give support us in checking the event group organisers so they have good practices in place to support the volunteers.

Cllr James thanked Mr Blees for attending the meeting and providing a useful insight in how to proceed with the volunteer issue. He also thanked Cllr Pace-Avery for bringing this issue to the attention of the Council and for the work already done in highlighting the issue within the Community.

**1. Apologies for Absence**

Apologies were received from Cllrs N. Price, A. Edwards, P. Tonks, J. Rowlands

**2. Declarations of Interest-** there were no declarations of interest brought to the table.

**3. Minutes of the January Meeting**

The minutes of the January meeting were considered by members and after due consideration were proposed as an accurate record by Cllr L. Pace-Avery and seconded by Cllr A. Jones.

**4. Matters Arising from the Minutes –**

- the Clerk read all documentation received from Mr Edwards, Mr P. Griffiths, K. Williams regarding the Train Franchise. Mr Edwards had sent details of the four bidders and details of a meeting to be held in Shrewsbury on the 9<sup>th</sup> March at the Gateway Education and Arts Centre .Cllr Van Rees expressed an interest in attending and requested that the relevant e-mail be sent to him .
- The Clerk read the response form PAVO regarding the positioning of the Wellbeing Areas
- The Clerk reported tht no communication was forthcoming regarding the Maes Y Dre planning application other than acknowledgement of letters received from the town Council.

Cllr James passed on the thanks of Mr K Arron to the Town Council for their support and information regarding the above development.

**5. Finance**

5.1 The January Balance sheet was considered by members and income and expenditure explained by the Clerk. After due consideration, the balance sheet was approved by Cllr T. Van Rees and seconded by Cllr S.Jones

5.2 The Clerk informed members that the Town Council had discharged their duties with regard to Pensions informing paid workers of their right to be included in a pension Scheme. The appropriate declaration has been submitted to the Pensions Regulator and the Town Council has received confirmation of this.

**6. Volunteers -Way forward** – this item was addressed by the visiting speaker and the discussions that ensued. There were no further issues brought to the table.

7. **Anti-Social Behaviour** – no issues were brought to the table for discussion.

8. **Traffic Calming**- The Clerk relayed information from Cllr Tonks stating that no communication had been forthcoming from the PCSO regarding the CARS set -up scheme. The Clerk also requested that a response letter from Cllr Tonks be sent to Mr K Skates regarding the installation of VA signs. This was agreed by all. Cllr James asked that thanks be conveyed to Cllr Tonks for drafting the letter in question.

**Action**; Clerk to transfer letter to headed paper and send to Mr Skates \_

#### 9. **Feedback form Councillors**

**Cllr James** informed members that Mr. Davies had reported that a manhole cover, close to one of his fields, was cracked and dangerous. Col Van Rees agreed to investigate before any further action was taken and if necessary report the matter to Powys.

**Cllr Van Rees** informed members of a meeting had with the planning department about “Snack Attack “. He was informed that the owner of the premises now plans to make it into a shop. Planning now need to establish what exactly the premises will be used for and if this is the case then the enforcement notice will not be served. Cllr Van Rees also asked “Building Regs” at Powys to investigate the structure of the alterations. Their findings indicated that the building did not appear unsafe.

Cllr S. Jones enquired as to whether there was a higher body to report this too since this issue is not being resolved in any way. Members were extremely frustrated that this building is being allowed to continue to be worked with no action being taken.

It was suggested that a letter be written to Mr. G Davies stating that the Town Council were not satisfied with the responses of the planning department and the length of time it was taking to move to some kind of resolution and that The Town Council would be seeking advice for elsewhere.

**Action**; Clerk to write above letter and contact One Voice Wales to get advice.

Cllr Van Rees informed members that a meeting with Mr B Campbell regarding Riverside had been productive with things being reasonably settled at the present time.

**Cllr Pace -Avery** reported that fly- tipping on the Sugar Loaf was still evident but was informed that this was the responsibility of Carmarthenshire County Council.

**Cllr A. Jones** informed members that the recycling area was looking much tidier with the recycling bins being removed and the area cleaned up.

#### 10. **Surgery**

Cllr James commented that a recent visit to the surgery confirmed that the work promised by the Health Board was being carried out and that once again there was a welcome feel to the building. A new sign board had been put up outside and a new patient check in system had been installed with works on a replacement wall about to be undertaken.

Members were informed that there would be another meeting with the Health Board and representatives of the Built Practice on Monday 6<sup>th</sup> March at 11:30am.

Cllr James and the Clerk thanked Cllr A. Jones for her efforts in ensuring that the Surgery newsletter went out in the February issue of the Grapevine. This had been well received.

There are plans for a weighing group to be based in the surgery and a the volunteer group hope to have permission to operate from the premises.

Cllr James asked members to consider any issues they would like to be put on the agenda of the meeting in March.

**11. Planning**- Planning application P/2017/ 0101, for alterations and extensions to storage buildings and erection of 3 workshops/offices at storage Building land at the back of Victoria Hall , was considered by members .There were objections to this application on the grounds of access to the site. There was never any planning permission for the existing building and there is no right of way across the car park. Access to and from the site would be via the main A483 and would be extremely dangerous from such a narrow exit/entrance and could considerably compromise the natural flow of traffic through the Town.

The Clerk was requested to put these points to the planning authority in writing.

Action ; Clerk to send response to Planning

Cllr James informed members that his name had been included in the planning application without prior consultation or his consent thereby implying his approval of the application. Cllr James was rightly aggrieved at this situation and has made strong representations to the applicant to have his name removed from the application.

**12. Twinning** Cllr Davies informed members that at the last twinning meeting it was decided to try to raise the profile of the twinning through social media to encourage more members to join. The beginning of this process was evident at the farmers market where the Twinning had an interesting table for people to view . Cllr James informed members that Nicole Gabon had retired from her position of President of “Jumelage” after over twenty seven years. It was felt that a letter of should be written to her thanking her for her time in office and wishing her well for the future.

Acton: Clerk to write above letter.

Cllr Davies informed members that filming for the remembrance of the “KinderTransport” children at the Abernant would be in April and that the contingency , to include Lady Milena Grenfell Baines , would stay at the Llasswade Hotel . It was hoped to hold a social evening could be arranged during their visit.

The issue of work placements was discussed at the meetings. It was decided that the placements should be three weeks long and the applicants should be those that attended school in Meriel or Cesky Krumlov.

To date Cllr James of the Drovers Restaurant , Charcroft Electronics and Manor Adventure have agreed to accommodate youngsters for work experience.

It was requested that a letter be written to Cesky Krumlov supporting the drive of community engagement.

Action : Clerk to write above letter .

**13. Library**-this issue was covered in depth by the visiting speaker and ensuing discussions. There were no further issues brought to the table.

**14. Public Toilets**- Members were informed that the first part of the grant, the sum of £5 651.00 had been paid into the Town Council Account but that it had raised the issue of VAT claims which the town council can reclaim. All invoices will now be addressed to the Town Council and it was proposed by Cllr A. Jones that any

orders the builder needs will be paid for from the Town Council accounts prior to the second claim. This was unanimously agreed.

The Clerk asked members about a sign for the toilets, where it was to be placed, and the wording to go on the sign. It was agreed that it should be acknowledged that Llanwrtyd Town Council were instrumental in the refurbishment.

**15. Dolwen Field-**The Clerk informed members that the EOI form had been rejected on the grounds that the project didn't really need a feasibility study. The form had been passed to the Community Regeneration group and Liz Trow from that group was to meet with Cllr James and herself at the Drovers. It was suggested that funding could be sought from the Military Covenant. Cllr Van Rees said he would also attend the meeting which was welcomed.

A discussion ensued as to whether there were any ex-servicemen living in Llanwrtyd and the possibility of a note in the Grapevine to ask for ex-servicemen to identify themselves for the purpose of this project.

The project would also be an item on the agenda for the Health Board Meeting.

A meeting of the project development group was arranged for Thursday 2<sup>nd</sup> March at 7:pm in the Drovers.

### **16. Town Square and Green**

Cllr Davies asked if there had been any expressions of interest for the Grass cutting and the Clerk informed members that there had been two expressions of interest to date. A job specification and tender document will now be sent to both parties.

The ATM machine was the subject of further discussion. It has been inoperable yet again and Cllr James informed members that the move of the machine was still being finalised but the Bank were still in negotiations with the owner regarding access to facilitate the move.

The Clerk informed members that the fingerpost would now have eight segments with The Festival Committee and Cllr. Van Rees subscribing to the project.

### **Correspondence**

#### **Item 4 on Agenda**

- email from David Edwards re; Train Franchise
- e-mail form Powys-letter has been forwarded to TRACC Management Group
- letter from PAVO in response to Town Council query about how Llanwrtyd would be represented re: Well -Being
- e-mail form Kirsty Williams acknowledging our letter re: Maes y Dre development.
- Rights of way information

#### **Item 5.2 on Agenda** -Letter from town council to the Clerk re: Pension obligations

#### **Item 8 on Agenda**

- e-mail form Kirsty Williams re: copied letter about VA signs
- Letter from Mr R Morgan (Network management Division) Re: VA signs

**Item 11 on Agenda** - Planning Application P/2017/0101 Alterations and extensions to storage building and erection of 3 workshops offices at storage Building land rear of Victoria Hall in Llanwrtyd Wells.

**Item 13 on Agenda** -documentation from Kay Thomas re: Library

#### **Item 15 on Agenda**

- Letter from Mr A. Croker Re: Expression of interest in Grass Cutting
- e-mail form Mr N. Delafield re: Expression of Interest in Grass Cutting
- Rights of way information

### **17 Correspondence**

1. Letter from Mr and Mrs Price re: Lofttwn Development

2. Letter from Miss Anwen Price
- Action : clerk to respond to above letters.
3. Letter from Welsh water informing Council that they will replace the water meter for the Pavilion on 27/2/2017
  4. e-mail form Ewhurst players re: whereabouts of Shirley Pigeon
  5. e-mail from Lynne Brookes at Abergwesyn re Bridle path sent to Col Van Rees
  6. Letter from Mark Drakeford re: Consultation on reforming Local Government
  7. Letter re: funds for Powys Memorial Project
  8. Letter from Teenage Cancer Trust requesting funding support
  9. e-mail from Heart of Wales development Group re: Heart of Wales Walking Trail

Signed.....

Date.....

**DATE OF NEXT MEETING : WEDNESDAY 15<sup>th</sup> MARCH**