

Minutes of the Town Council meeting held in the Council Chambers of the War Memorial Institute of Wednesday 21st September 2016

Present: Cllrs P. James, N. Price, J. Rowlands, L. Pace-Avery, A. Edwards, P. Lambkin,

In attendance : LE Ball (Clerk and RFO)

1. **Apologies for Absence:** Cllrs. A. Jones, P. Tonks, J. Davies, S. Jones.
Cllr Van Rees to attend later as he has a prior meeting.
2. **Declarations of interest:** There were no declarations of interest

Cllr James welcomed everyone back after recess and thanked the Clerk for her attendance at the meetings throughout the recess period stating that it had been a busy August.

3. **Minutes of the July Meeting**

The minutes of the July meeting were duly considered: Cllr Rowlands asked that under "Feedback from Councillors Cllr Rowlands reported" on page 5, that Mrs P Dryden be removed from the Minutes as this was an error. This was agreed by all members and duly amended.

Cllr James reminded members present of the purpose of minutes, that they were a legal document and could not be added to after the event. Genuine amendments to correct errors as in the case above were permitted.

There were no further issues and the minutes were deemed an accurate record of events. This was proposed by Cllr Edwards and Seconded by Cllr L. Pace-Avery.

Minutes of the Special meeting on Wednesday 17th August

The above minutes were duly considered. There were no issues arising and were proposed as an accurate record by Cllr J Rowlands and seconded by Cllr. A. Edwards.

Minutes of the Twinning Meeting held on Saturday 20th August

The above minutes were duly considered. Cllr James commented on the positive climate of the meeting. There were no issues arising from the minutes and were proposed as an accurate record by Cllr J. Rowlands and seconded by Cllr. L. Pace-Avery.

Report on the Residents of Riverside

This report was acknowledged by members but as they were not formal minutes were not proposed for accuracy. Cllr James outlined the contents of the report and the results that had since been achieved. He reported that the meeting with the offending resident had been a positive one and that there was now a space of eight feet all along riverside enabling vehicle access for all who use the road at Riverside.

Cllr Lambkin observed that there was sign at the end of the road opposite Peter Cook the Chemist indicating that the road was not suitable for vehicles.

4. **Finance**

4.1 Balance Sheets July and August- these balance sheets were duly considered.

The Clerk pointed out that £200.00 pounds had been received from WAG to support the running of the public toilets and that in August the second precept payment had been received. The Clerk outlined monies had been paid out for feasibility studies for refurbishment of the Toilets and the Dolwen Field Project. After discussion and the balance sheets were proposed as an accurate record by Cllr Price and seconded by Cllr Pace-Avery.

4.2 External Audit

The Clerk reported that we had received an unqualified Audit Certificate which indicates that the Audit was in order. However, there was an issue with the interest not being recorded in the cash book (even though it was recorded in the bank reconciliation). Therefore, next year the figures will need to be restated with the £24.00 added on. Members agreed that the Conclusion of Audit Notice could be displayed and that all the relevant documents relating to the audit be posted on the Town Council Website.

4.3 Budget update

The September budget update was considered by members. The Clerk explained expenditure under the different headings and after discussion the budget update was accepted by members as an accurate half yearly picture of the finances. They were proposed by Cllr Price and seconded by Cllr Rowlands .

4.4 Financial Regulations Revised June 2016 -

All councillors had received a copy of the revised regulations and after discussion it was proposed that they be formally adopted. Proposer, Cllr Pace-Avery, seconded by Cllr Edwards. The Financial Regulations Revised 2016 were formally adopted by the Town Council members present.

5. Role of Handyman

The Clerk outlined the checklist provided by HMRC to determine employment status and read through the questions for Council members to verify the answers. The outcome of the checklist was such that it determined the handyman as being self-employed. It was suggested that a job specification be drawn up outlining the work needed to be carried out so Council Members and the handy man are clear about the role. The question arose as to whether the job should go out to tender to ensure value for money . At this point it was felt that a job spec be put together and be brought back to the table for consideration. This was agreed.

Action: Cllr James and the Clerk to put a Job Specification together and bring it to the October meeting.

6. Anti-Social Behaviour

Cllr James outlined the damage done in the play area and around the skate park on Dolwen field, on September 16th. with substantial damage being done to the play train and to the gates yet again. Benches were removed and litter bins put onto the roof of the small gazebo near the skate park with evidence of fires being lit. The estimated cost of repair will be in the region of £100.00. It was felt that the police should be informed. An article has already been sent to the grapevine for publication in the October Grapevine magazine. Should the perpetrators become known they will be asked to pay towards the cost of repair.

7. Traffic Calming

The Clerk read the e-mail from Cllr Tonks in his absence regarding the CARs project. He has been in touch with PSCO Kelham and CRB checks will soon be done with the volunteers.

8. Feedback from Councillors

Update on Snack Attack-the Clerk read the email from Cllr Van Rees to the Planning Department and their response. The planning authorities have spoken with the owners of the property who is putting in a retrospective planning application and he has until the 14th October to do this.

Council members felt that this situation has been going on for two and a half years now and were not happy with the prospect of retrospective planning applications. It was resolved to write a letter to the planning authorities voicing the concerns of the Town council regarding this matter thereby adding weight and support to Cllr Van Rees who is working tirelessly to try to resolve this issue.

Loftwen- The Clerk read e-mails from Cllr Van Rees to David Edwards (District Manager for Wales and the Marches. The outcome of the e-mails was that as yet there has been no firm decision with regard to developing the farm. The developer was currently on holiday but "Tilhill" would attend a public Meeting if indeed they were involved in the future.

Cllr James felt that it was important to keep everyone informed and this item would remain on the Agenda until a decision as to the farms future materialises.

Surgery

It was brought to the attention of members present that the elders of the Community are getting concerned about the changes within the surgery and in particular the new computer systems for booking appointments.

Once again the Town Council feel as if they are being kept in the dark as to the future usage of the surgery premises. Currently the Doctor's appointment room has been moved to the front of the building where it is felt there is little privacy with consultations able to be heard in the waiting area and from outside the actual building which raises serious questions of confidentiality.

The Clerk informed members of Mr Lawrie's postponement of attendance from the promised November to February 2017 feeling that the new system by then would have bedded in and he would have more to report back on.

The question was raised as to whether the proposed changes were working for the Community. It is perceived by many that provision is being cut back with no sign of promised workshops for other services coming into the surgery and that it was becoming more difficult to actually see a Doctor.

It would appear that the Health Board itself will be using some rooms in the premises for administrative purposes.

Cllr Van Rees joined the meeting and apologised for his lateness due to attendance at a previous meeting.

It was established that a GP practice is a profit making organisation and as such would not be keen to offer anything new.

It was resolved that a letter be written to Builth Practice with a view to inviting them to a Special Meeting to discuss concerns at a date convenient to them.

Action ; Clerk to invite a representative of Builth practice to attend such a meeting.

Cllr James was once again keen to point out that the Town Council were once again being asked to come up with ideas and to solve problems that should be overcome by the Practice and/or the Health Board.

Glenys Davies's 100th Birthday- Cllr James updated members on the presentation of a bouquet and card to Glenys who had reached her 100th birthday. Glenys thoroughly enjoyed her day receiving congratulations from the Queen and over 60 cards. She much appreciated Cllr James in his Mayoral chain presenting the flowers with Cllr A. Jones , Cllr T. Van Rees and the Clerk Mrs LE Ball also in attendance.

Riverside- Cllr James thanked those who attended at the site of Glan Yr Afon and informed members that the meeting had been productive and that the Road was now wide enough for a vehicle to pass through. The situation would be quietly monitored but it was hoped that the matter was now resolved.

Cllr Van Rees –

- gave a brief resume of the position of the planning authority and "Snack Attack". Cllr James informed him that the Town Council as a body were prepared to write a letter to the Planning department to give support to his ongoing battle in trying to get this issue resolved satisfactorily. Cllr Van Rees agreed that this would be a good idea.
- He informed members of progress being made with regard the refurbishment of the War Memorial Institute with funds being sought from the Army Covenant and possibly Powys. The proposal is to create two flats upstairs to house military veterans and to make the bottom part of the building available for use by the Town Council which would be leased to them for a peppercorn rent over a period of 21 years.
- He gave a brief resume of the developments regarding Loftwen outlining the correspondence between himself and David Edwards at Tilhill.

Action: Clerk to write letter to Planning Department at Powys.

Cllr J. Rowlands

- informed members that he had received a complaint about the quality of the grass cutting at Bethllywd.

A discussion ensued about the quality of the grass cutting throughout the Town in general. Powys have used a new contractor this year and it is felt by the Town Council that the overall quality of the cutting is not good. It was proposed that a letter be sent to Head of Service Mr D. Roffey outlining the Council's concerns.

Action. Clerk to write letter to Mr Roffey.

- Cllr Rowlands informed members that the Arts and Heritage Centre had won the Rural Wales award 2016 which is awarded by the Campaign for the Protection of Rural Wales.

Cllr James congratulated all those who have been involved in the project and felt the award was well deserved and provided another accolade for Llanwrtyd Wells.

9. Planning

There was one planning application P/2016/0857; To move the ATM machine to the far end of the existing building. There were no objections brought to the table.

Several observations were made about the ATM during this discussion;

- the ATM machine is often empty at the busiest periods
- the same company fill both the ATM and the Machine in the post office so when one is empty the other often is and therefore no money is available.
- There is no facility for depositing money in the machine.

Cllr James requested a letter be sent to Mr A Davies with the request for a more modern ATM which had a deposit facility. He wanted including in the letter the fact that Town Council were monitoring when the machines were offline because it has been noted that the lack of access to immediate funds by tourists and residents alike is having a detrimental effect on the businesses and the Tourism of the Town.

Action; Clerk to write above letter

10. Twinning

Cllr James informed members that he had received a letter of thanks from Mr Radim Rouse as a result of his visit to Llanwrtyd. The Clerk read the letter to members which outlined his enjoyment of the visit but also outlined the strength of the relationship between the two Towns which he was committed to develop.

Cllr Pace Avery informed members that the writing competition had been extended to both Twinning partners ready for 2017 with "Hope" being the theme. Cllr James thanked Cllr Pace Avery for the early notification to both Meriel and Cesky Krumlov and also took the opportunity to thank Cllr Pace-Avery once more for the samplers that were given to both Towns during the Twinning visit saying that they had been very well received by the relevant delegates.

11. Library

Cllr Pace Avery informed members that the Library would now be open on Saturdays until the end of the year when the existing Librarian's contract finished. It was note by several members that the decision to close the Library on a Saturday morning was taken without consultation and was sudden and appeared final.

The Clerk read an e-mail received from Mrs Thomas which had renewed financial figures for running costs in which it was stated that cleaning costs had not been factored into the original figures and that as a result the most the service could provide as their 50% was five hours with a qualified Librarian to be topped up with 5hours volunteer support from the Community.

This was not well received by members who felt that once again the Town Council were being given only part of the picture. Cllr Van Rees requested a copy of the communication and was going to speak to Cabinet about the issue.

It was also felt that legal clarification needed to be sought with regard to the use of volunteers to ensure that if this avenue of support was taken that the Town Council would not be contravening Employment Law.

Action; Clerk to construct letter and consult with Cllr James before sending.

12. Public Toilets

The Clerk informed members that there had been two expressions of interest to date and requested that the bill of quantities be sent to those who had expressed an interest. Cllr Price requested copies of the bill of quantities and proposed that they be sent to the relevant candidates and allow three weeks for return. He also expressed concern as to who would monitor the project.

It was resolved that the Bill of quantities be sent out with the timescale for return of three weeks as above.

Action: Clerk to ensure Cllr Price and contractors receive plans and a bill of quantities.

13. Dolwen Fields

The Clerk gave an update regarding the inspection of the Play equipment informing members that the handyman was continuing to do it on a weekly basis and was recording appropriately, though it was felt that this needed to be checked, on occasion, by a Councillor.

The issue of vandalism was raised again but as this was discussed under anti-social behaviour it was deemed unnecessary to add anything further.

The Clerk requested that electricity readings for the Pavilion be done by the end of October to ensure that accurate billing be done.

Action: Cllr Price to do meter readings and send to the Clerk to submit to SSE.

The Clerk requested support for the completion of the expression of interest form to send to Powys for the Arwain Project on Dolwen Field.

Cllr Pace -Avery pledged her support and a meeting was arranged for Wednesday the 5th October for a Group of Cllrs to meet to get to grips with the application. Cllrs Rowlands, James , Pace-Avery and Van Rees agreed that they would be part of the group to meet at the Drovers at 7:00pm.

14. Town Square and Green

Fingerpost ---The Clerk read a letter from the Transport Network Authorities declining permission for a finger post to be place on the Town Square within the A483 Trunk Road boundary. The Clerk has requested a map showing the boundary but as yet had not received a reply. Cllr Van Rees felt that he could obtain information on the boundary which he will bring to the next meeting.

The Clerk informed members that grant application had been made to the Powys Community Development fund to find a percentage of the cost of the post which will be in the range of £1500-£1900.

Maintenance of Planting- Cllr Rowlands gave a brief resume of the communication he had had with members of the Gardening Club. He felt that the town Square was not being maintained by the Club.

The Clerk read an e-mail from Cllr P. Tonks in his absence which outlined the current position of the Gardening club. It was stated that Ms J Walsby was prepared to be the contact point for the club. Discussion ensued as to the possibility of Cllr Rowlands being responsible for the town Square and Green whilst the Gardening club be responsible for planting and maintenance elsewhere in the Town. It was observed that there appeared to be a split within the gardening club.

After much debate it was felt that a letter of thanks be sent to Ms Walsby thanking the group for the new boxes and their planting all of which had thrived and were looking very good. It was also felt that an invitation be sent to Ms Walsby to attend the next council Meeting with a view to having some solid plan to go forward with which is to the satisfaction of all concerned.

Action: Clerk to contact Jen Walsby to invite her to the next meeting and to write a letter of thanks to the secretary of the Club for the making, placing and planting of the boxes.

15. Correspondence

<u>Item 8 on Agenda</u>	e-mail from Gemma Bufton at planning in response to Cllr Van Rees queries re; Snack attack
<u>Item8 on Agenda</u>	e-mail for David Edwards in response to enquiries made by Cllr Van Rees regarding "Loftwen" Development
<u>Item 9 on Agenda</u>	Planning Application P/2016/0857 Relocation of ATM machine
<u>Item 10 on Agenda</u>	Letter from Radim Rouce (Cesky Krumlov)
<u>Item 11 on Agenda</u>	e-mail from Kay Thomas Principal librarian with renewed financial figures for the library.
<u>Item 13 on Agenda</u>	Outcome of status of handyman in terms of employment.
<u>Item 14 on Agenda</u>	e-mail from Jen Walsby in response to communications with Cllr Rowlands
<u>Item 14 on Agenda</u>	Letter from Transport Network regarding placement of fingerpost

Item 15 on Agenda

The Clerk informed members of the need to adopt the “Local authorities (Model Code of Conduct (Wales)(Amendment) Order2106” as a matter of urgency .

The amended code was e-mailed to all members before the meeting. After some debate it was resolved to adopt the “Local Authorities (Model Code of Conduct (Wales)(Amendment) Order 2106” and to inform, as required, the Ombudsman of the Town Council’s decision to do so.

The “Local authorities (Model Code of Conduct (Wales)(Amendment) Order2106” was duly adopted;

Proposed by Cllr Pace-Avery , seconded by Cllr T. Van Rees and agreed to by all members present.

Arrangements are also to be made to advertise the adoption of the revised code in the local newspaper.

Action: Clerk to write to inform the Ombudsman and enquire about a small advert in the Brecon and Radnor newspaper. The Clerk informed members that evidence would be needed for the next audit with regard acceptance by Councillors of the above Code.

Correspondence 15 (contd)

1. Letter from Buckingham Palace
2. Copy of a letter sent by Gordon Green to Natural Resources wales regarding a journey around Llyn Brianne Dam
3. Letter regarding the 2018 review of Parliamentary Constituencies in Wales
4. Letter of invitation to Community Information Fair
5. Howlta Summer newsletter
6. Information about ROSPA course
7. Letter from St David’s hospice inviting Mayor to AGM

Cllr James brought to the attention of members the annual eisteddfod on Saturday 24th September and urged as many Councillors to attend as possible to give support to this long standing event.

Cllr Van Rees voiced that the task of raising money and the procurement of the Co-Responder vehicle had been an excellent venture and recommended that The Station Master be put forward for the Powys Gold Kite Award. After much discussion it was felt that the Station, as a whole, should be put forward for the award since it had been a massive team effort. All members wholeheartedly agreed with this proposition put forward by Cllr Price and Cllr Van Rees said he would take things forward.

Cllr James thanked everyone for their attendance and closed the meeting at 9:55pm.

Signed.....

Date.....

Date of Next Meeting; WEDNESDAY 19th OCTOBER