**Draft Minutes of Gwernyfed Community Council** **Meeting**

**Held at Felindre Village Hall as a hybrid meeting.**

**on the 12 th of September 2024 at 7.30pm**

**In attendance**

Cllr. Nick Pritchard- Chair

Cllr. Mike Bugler- Vice Chair

Cllr. Will Lloyd

Cllr. Peter Varcoe

Cllr. Chris Jones

Cllr. Grahame Day

Also in attendance, Cllr. Will Lloyd in his capacity of Gwernyfed County Councillor

 and Mrs Keren Bender (Clerk)

1. **Declarations of Interest**

Cllr Will Lloyd, Item 5c , Request for funding from Talgarth & District Regeneration Group

1. **Apologies**

Cllr. Rachel Harding

1. **Minutes of the meeting held on the 11th of July 2024**

 The minutes were approved as a true record and signed by the Chair.

1. **Matters Arising from the meeting held on the 11th of July 2024**

With reference to the recruitment and retention of Clerks, Cllr. Varcoe and the Clerk will agree the person specification and job description. This information will then be used by the sub-committee to set the salary grades and create the job advertisement when the Clerks position becomes vacant. **Action Cllr. Varcoe and Clerk**

The draft letter to Lyn Parry of the Highways department regarding the bus stop, has been agreed by all Councillors**.** Clerk to email the letter on behalf of the Community Council.

 **Action Clerk**

Cllr.Varcoe raised concerns from residents around the movement and impact of heavy haulage through Felindre.

1. **Correspondence and Information**
	1. **One Voice Wales – Councillor Attendance Policy – including the six-month rule**. The Clerk presented the policy and highlighted the salient points. Councillors must send their apologies to the Clerk in writing along with the reasons for absence. Councillors will then decide if the apology is accepted. Should a councillor be absent, without an accepted apology for six months they are immediately disqualified from holding the office of Councillor and a vacancy is created. The attendance policy was duly noted.

**b. Brecon National Park – Consultation on application to divert public footpath no.10.**

 Following a discussion, Councillors raised no objections or concerns

* 1. **Funding Request from Talgarth & District Regeneration Group**

A request was received from Talgarth & District Regeneration Group, seeking £250 to maintain the services of Talgarth Community Library. The request was accompanied by their accounts. Following a discussion, Councillors unanimously supported the request. **Action Clerk**

* 1. **One Voice Wales National Conference 16th October 2024.**

The Chair would attend and check with Cllr. Harding for her availability.

**Action Clerk**

1. **Planning Applications**

Decision Notice with reference to 24/0629/FUL – Alteration of steps to accommodate the safeguard fencing at Gwernyfed High School- Approved. **- Noted.**

1. **Training Matrix Update**

Councillors continue to populate the Community Council Training Matrix. Once completed, a decision will be taken to determine what courses Councillors should attend to ensure the Community Council has the skills required to carry out its duties.

Clerk to resend the module breakdown and the most recent course dates to all Councillors. **Action Clerk**

1. **Annual Report**

Councillors thanked the Chair for producing the Annual Report, the Chair then presented the annual report and thanked everyone for their contributions in completing the report. A few amendments and additions were discussed at the meeting. The Chair will update the report, so that it will then be ready for publication by the October meeting.

**Action Cllr Pritchard.**

1. **County Councillors Report**

County Councillor Will Lloyd had forwarded the Powys County Council Leaders update which was for information only. Councillors had no questions, and thanked Cllr. Lloyd for the update. At a local level Councillor Lloyd had trimmed the briers between Gwernyfed Avenue to the High School. He had also helped the Old Railway Garden Centre with their planning application.

1. **Removal of flagpole from Gwernyfed High School**

It was reported that Powys County Council had instructed a contractor to remove all flagpoles from its schools. The Heads of Schools had not been informed. County Councillor Lloyd had written to the Portfolio Holder for Property for an explanation. The response was it was very expensive on health and safety grounds to inspect and maintain the flagpoles and that it had been agreed by Powys County Council to remove their maintenance from the budget. The response was questioned by Cllr Lloyd, who is awaiting a further response.

1. **GCC Aims Update and Following Years Aims**

The Chair explained all the aims for 2023, and it was agreed this would form the template for future years.

Item 4 on the aims was to update the Council Website. Cllr Day took on the responsibility to look at Gwernyfed Website and to compare it to other Community Council websites. It was shown that compared with others, the Gwernyfed website was not very interesting, and it was agreed by all that the website needed to be updated.

Cllr Day will identify 3 website companies to redesign the website and invite them to pitch their ideas to full council at a future meeting, prior to the commencement of the tendering process.

**Action Cllr Day**

1. **Financial Matters**
	1. **Bank Balances**

Bank Balances of the Current and Reserve Accounts were reported to the meeting.

Reserve Account - £9797.87, Current Account - £ 13956.52 which included £7903 precept deposited on the 30/8/24.

* 1. **Invoices and payments for approval**
* K Bender- Clerks Salary and HMRC Payments
* Vodaphone – Broadband Direct Debit –September - £25.90
* Cllr. N Pritchard – Microsoft Office 365 monthly payment for September - £17.84
* Wales Audit Office - 2018/19 -£204.75 and 2022/23 - £215
* Talgarth & District Regeneration Group - £250

All payments were approved.

* 1. **Expenditure against Budget**
* The Clerk presented the expenditure against budget as at the 12th of September 2024.
* Total expenditure to date is £4,064 against a budget of £22,680.
* Only £138 out of £2,380 from donations has been claimed, however donation requests have historically been received between October and March.
* £4000 set aside for the contribution to speeding signs, the Community Council is awaiting a decision from Powys County Council.
* £5000 set aside for projects should be realised by March 2025.
* The salary figure is on budget for the time of year.
* £1000 for Councillor expenses is yet to be claimed and £1000 set aside for flood relief has not been utilised at this time.
* All other expenses are in line with the budget.

**Next meeting –Thursday 10th October 2024 at 7.30pm.**

**This will be a Hybrid meeting over TEAMS held at Felindre Village Hall**