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

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

**on the 14 th of November 2024 at 7.30pm**

**In attendance**

Cllr. Nick Pritchard- Chair

Cllr. Peter Varcoe

Cllr. Grahame Day

Cllr. Rachel Harding

Cllr. Chris Jones

Cllr. Mike Bugler

Also in attendance Mrs Keren Bender (Clerk)

1. **Declarations of Interest**

Cllrs Pritchard and Jones. For Item 5a:- Proposal from Three Cocks Matters

**2**.     **Apologies**

     Cllr. Will Lloyd

**3 Minutes of the meeting held on the 10th October 2024**

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

**4.        Matters Arising from the meeting held on the 10th of October 2024**

There were no matters arising

**5. Correspondence and Information**

**a**. Proposal from Three Cocks Matters requesting support for asset transfer of Gwernyfed Park between Powys County Council and Gwernyfed Community Council. This requires a formal lease arrangement between PCC and Gwernyfed Community Council. Three options were placed before the Community Council for consideration.

Cllr Pritchard explained the proposal, the options, and answered questions to clarify points raised**.**  Cllrs Pritchard and Jones, being members of Three Cocks Matters, took no part in the discussions or voted on the proposal, they had given a declaration of interest at the beginning of the meeting.

Following an in-depth discussion, it was proposed by Cllr Bugler and seconded by Cllr Varcoe, to support in principle option 2 of the proposal. Option 2 stated the lease would be held by the Community Council with Three Cocks Matters retaining the responsibility for project management on a range of recreational facilities. It was further agreed that Cllr Bugler would take the lead in liaising with Powys County Council around the asset transfer.

**b.** Love Glasbury – Funding Request. A request had been received from Love Glasbury for the Community Council to support them in the purchase of hand dryers and also for a grant of £3000. The Community Council wanted to support the request but required further information to base their decision on the level of funding it could support. It was agreed to invite a representative of the Love Glasbury Committee to speak to its Finance Subcommittee on the 21st November 2024.

 **Action Clerk**

**c.** Local Government Pay Agreement 2024 - It was reported by Cllr Bugler that following a discussion of the recruitment subcommittee that the Clerks salary should be increased to £5500 per annum and backdated to April2024, this was agreed by all Councillors. Clerk to inform payroll.

 **Action Clerk**

**d**. Annual Financial Timetable **-NOTED**

**e.** Wales Air Ambulance – Donation Appeal 2024

An appeal had been received from Wales Air Ambulance Charity, this is a charity that the Community Council had supported for many years and had also budgeted for in its 2024 budget. It was proposed by Cllr Day, seconded by Cllr Varcoe and unanimously agreed by all councillors to donate £500 to the Charity.

**Action Clerk**

**f.** OVW National Conference Report 2024**- NOTED**

**6. Planning Applications**

24/1617/HH- Proposed extension to the existing dwelling and installation of package treatment plant at Llwydiarth, PontIthel.

Councillors raised no concerns or objections.

**7. Clerk Recruitment- Advertisement, Person Specification and Job Description**

Cllrs Varcoe, Bugler and Pritchard had met to finanlise the advertisement prior to the November Meeting. The Advert was subsequently placed on the Councils Website, SLCC Website, social media and a paid advert in the Wye Local. As the final draft of the advert had not come back to the Full Council for agreement prior to the advert going live, the Clerk pointed out that procedure had not been followed.

Councillors agreed that the recruitment panel would consist of Cllrs Varcoe, Harding and Jones.

**8. Training Matrix Update**

Councillors continue to populate the Community Council Training Matrix.

**9. County Councillors Report**

 The County Councillor was unable to attend the meeting.

**10. Website Update – Cllr Day**

Cllr Day is in the process of defining the criteria before he approaches prospective providers for quotes, Cllr Pritchard and Day will scope out the criteria.

**Action Cllrs Day and Pritchard**

**11. Financial Regulations 2024**

The Clerk had forwarded the New Regs to Councillors, stating there were substantial changes to some regs and asked the Councillors to familiarise themselves with the document. The Clerk will forward a precise of changes in readiness for discussion at the January meeting, when it is anticipated the New Regs will be adopted.

**Action Clerk and all Councillors**

**12. Budget to inform the Precept 2025**

The Clerk had prepared an updated projected budget, spend against budget to date, along with the updated Cash Book. These documents will be placed under consideration when the Finance Subcommittee meets on the 21st November to prepare the 2025/26 Budget and set the Precept, in readiness for ratification at the January Meeting.

**Action Finance Sub Committee Members**

**13. Councillor Allowances**

The Clerk asked all Councillors to complete their Councillor Allowance Form and state If they were or were not going to apply for the allowance. Clerk to forward the form to all Councillors not in physical attendance at the meeting.

**Action Clerk**

**14. Future Agenda Items**

Councillors put forward their thought for future agenda items, these being:- Transport Issues, Flooding at the Gro, GP Services, Potential Community Council Mergers and a request to include Education in all future meetings. Clerk to place the issues on future agendas when appropriate.

**15. Wales Audit Results 2023/24**

The Clerk reported that Wales Audit Office had issued the Community Council an Unqualified Audit Opinion. The Annual Returns for Year Ended 31st March 2024 also stated that no matters had come to their attention to give cause for concern. Councillors thanked the Clerk, reiterating this was a good result for the Community Council.

**16. Financial Matters**

* 1. **Bank Balances**

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

Reserve Account - £9821.62, Current Account - £ 12066.35

* 1. **Invoices and payments for approval**
* K Bender- Clerks Salary and HMRC Payments
* Vodaphone – Broadband Direct Debit –October - £25.90
* Cllr. N Pritchard – Microsoft Office 365 monthly payment for October - £17.84
* One Voice Wales – Training Invoice 8604 - £40
* Conference Fees - £95
* K. Bender- Heating Felindre Hall to cover November - £4
* K.Bender – Stationery, Photocopy Paper - £6.50
* Cariads Local Ltd- Half Page Advert re Clerk Vacancy- £114
* Welsh Air Ambulance -Donation - £500
* Councillor Allowances - £1092

 All payments were approved.

**Next meeting –Thursday 9th January 2025 at 7.30pm.**

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