**Gwernyfed Community Council**

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| **Minutes of Gwernyfed Community Council Meeting****Held in person at Felindre Hall and online.**  |
| **Meeting Date:** | 13th March 2025 | **Meeting Time:** | 7.30pm |
| **Attendees:** |
| Cllr Nick PritchardCllr Mike BuglerCllr Peter VarcoeCllr Rachel HardingCllr Will LloydCllr Graham DayCllr Kelly DoelCllr Chris JonesSue Thomas | ChairVice Chair, Finance Sub-CommitteePersonnel Sub-CommitteePersonnel Sub-CommitteeAlso County CouncillorPersonnel Sub-CommitteeClerk and Responsible Finance Officer | PresentPresentPresentApologiesPresentPresentPresentPresent - TeamsPresent |

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|  | **Minutes** | **Action** |
|  | **Declaration of Interest*** There were no declarations of interest
 | **Noted** |
|  | **Apologies** * Cllr Rachel Harding
 | **Noted** |
|  | **Observation of the passing of Eric Hoole*** Cllr Mike Bugler spoke of Eric Hoole who had been a well-known individual in the community and at one time served as Chairman of GCC.
* While at times appearing to your typical grumpy old man, in fact he was not. He was kind-hearted and generous of his time and effort.
* He was a keen cricket fan, following the England team even to some of their games abroad.
* He was also a keen gardener.
* A few days after Cllr Mike Bugler moved to this area, Eric met Cllr Bugler, mentioned that he had heard that Cllr Bugler had been a councillor at Talgarth and asked if he would join Gwernyfed Community Council.
* Eric was often seen riding his electric bike on the A438.
* He had immense local knowledge, could pull out his OS map and give detailed information, who had had planning permission for changes in the past. He could even identify the lamp posts by their number.
* He was known to some members of the Council for over twenty years.
* The Cllrs all agreed that the passing of Eric Hoole was very sad and requested that their appreciation of him was noted.
 | **Noted** |
|  | **Agree the minutes of the 13th of March 2025 as a true and accurate record*** The Minutes of the Council Meeting of 13th March were reviewed as a true and accurate record of the meeting.
	+ Proposed
	+ Seconded
 | **Approved** |
|  | **Matters Arising**1. Grant App on Agenda
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| 1. The Electoral Review – The Area Representatives were to raise the issue of the consultation and impact on Community Councils at the next Area Meeting. Cllr Harding and Cllr Pritchard were unable to attend. However, Cllr Pritchard wrote to Sandra Matthews of Powys CC expressing the Council’s concerns. There is nothing further to do at this time.
 | **Resolved** |
| 1. Survey of Member Councils has been placed on Teams
 | **Resolved** |
| 1. Cost of Clerks Qualifications. The cost of the CiLCA qualification is £120, however, there is a 50% bursary so that brings the cost down to £60. Council wished the Clerk to proceed with the qualification.
	1. Proposed – Cllr Bugler
	2. Seconded – Cllr Pritchard
 | **Clerk****Approved** |
| 1. Bus Service and Community Needs – Cllr Lloyd will source promotional material and the survey results and share them with all Councillors to promote the new Bus Route. Cllr Lloyd will follow up with Powys CC
 | **Cllr Lloyd** |
| 1. Dial a ride – Accounts received and circulated. On the Agenda for discussion regarding providing a grant. It was thought to be a good idea to invite the Brecon Dial-A-Ride Chair of the Trustees, Barbara Anglezarke, to speak to the Council at a future meeting.
	1. Proposed - Cllr Bugler
	2. Seconded - Cllr Pritchard
 | **Clerk****Approved** |
| 1. Glasbury Arts Grant. The Clerk sent the donation of £2400 to Glasbury Arts. Glasbury Arts have responded by email expressing their grateful thanks.
 | **Resolved** |
| 1. Financial Regulations 2024- Action was to upload these to the website and file under policies on Teams.
 | **Resolved** |
| 1. Website Update - on the agenda
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|  | **Correspondence**1. Julie King – Notice of Hay and Talgarth Network Meeting 7 May 2025, 10.30 am at Hay Bowling Club.
	1. If any Cllrs wish to go please let the Clerk know
	2. Request the minutes of the meeting from Julie King
 | **Cllrs****Clerk** |
| 1. Carol Johnson, Democratic Services Powys CC –
	1. How many Cllr vacancies does GCC have (1)
	2. Does GCC have a paid Clerk (Yes)

Clerk to respond to Carol Johnson | **Clerk** |
| 1. OVW Have an evening Webinar on Biodiversity and Ecosystems. The poster has been circulated. All are welcome to attend.
 | **Noted** |
| 1. Resilience Duty – Section 6 – The Environment Act 2016. This was circulated for information, as all should be familiar with it.
 | **Noted** |
| 1. BWBP Position Paper 3 – Urgent Need for Community Asset Trust Reform in Wales. For review. Cllr Pritchard noted that this was an important subject and is worth reading.
 | **Noted** |
| 1. Bruno Peek – Pageantmaster VE DAY 80. GCC has nothing planned; the Clerk will respond to the Pageantmaster.
 | **Clerk** |
| 1. Community Asset Transfer (CAT) – Expression of Interest (EOI).
	1. Cllr Pritchard was unhappy at the response from Cllr Matthew Dorrance of Powys CC and plans to reply to Cllr Dorrance. The concern Cllr Pritchard raised that was not addressed was not just the delay in holding the meeting. Even though GCC’s EOI has now been approved, yet we have no idea what the process is to be followed to execute the transfer. Cllr Pritchard will request that Powys CC provide a clear plan of what the process is, who is involved and what the timeline is. Also, what resource Powys CC will provide to facilitate this.
	2. GCC has no information on the process of CAT and does not know the name of the Chair of the CAT Committee to enquire. Cllr Lloyd will find out and report back to GCC
 | **Cllr Pritchard****Cllr Lloyd** |
|  | **GCC Small Grants Funding Application Form*** Cllr Varcoe sent an email to Cllr Harding on 15th March 2025, suggesting some elements could be simpler to encourage groups to apply. He feels the language could be more inclusive and easier to understand.
	+ Item 1.7 does not have disability as a category. Cllr Harding and Cllr Bugler will make this change
	+ Item 2.3 notes the use of the word ‘outcomes’. This will be changed to ‘purpose’.
	+ One question asks the applicant to disclose what other grants they have received or are applying for. Cllr Pritchard noted that organisations will leave that area blank if they wish.
	+ It should be noted on the form that members of GCC can help the applying organisation to fill in the form.
	+ Providing the changes requested are made, the form will be endorsed. Given that the action is:
		- Post the Form on the website
		- Send the link to the Guidance and Form to organisations that GCC have donated to before
		- Going forward any request for funding will be signposted to the guidance and form online.
	+ Proposed – Cllr Varcoe
	+ Seconded – Cllr Pritchard
 | **Clerk****Clerk****Clerk****Approved** |
|  | **Personnel Sub-committee Update*** Cllr Varcoe informed the Council that the first meeting of the Personnel Sub-committee has now taken place. A couple of minor adjustments were made to the Terms of Reference (ToR) and have been circulated to all Cllrs. It was agreed that it is important to keep up to date with Employment Law and any changes to this and topics such as Code of Conduct. Cllr Varcoe will look at a plan for Appraisals of the Clerk. The new updated ToR is proposed to be endorsed.
	+ Proposed – Cllr Bugler
	+ Seconded – Cllr Day
 | **Approved** |
|  | **Requests for Funding*** National Eisteddfod – As the request for funding is for a national organisation and while it is hugely worthwhile, our own budget is tight. Therefore, it was felt that GCC would not donate at this time.
* The Clerk will respond appropriately to the requestor.
 | **Clerk** |
| **Brecon Dial-A-Ride*** It was felt that it caused confusion with supporting Brecon Dial-A-Ride one year and Hay Dial-A-Ride the next. The Council has budgeted £500 for a Dial-A-Ride for this financial year. The proposal is to offer a grant of £250 to Brecon Dial-A-Ride and then If Hay Dial-A-Ride make a request, they too can be provided with a grant of £250.
	+ Proposed - Cllr Lloyd
	+ Seconded – Cllr Bugler

Clerk to send Brecon Dial-A-Ride a grant of £250 | **Approved****Clerk** |
| * **Love Glasbury**
	+ Love Glasbury have requested a grant of £2500 to support the upkeep of the public toilets.
	+ It was discussed that Love Glasbury should consider its Business Plan around raising the required funding. For example, approaching all local businesses who will benefit from the tourists having easy access to public facilities. GCC can provide a list of local businesses who Love Glasbury could approach. There are two actions proposed:
	+ Provide Love Glasbury with a grant of £1500
	+ In the reply to Love Glasbury, suggest they approach local businesses, and other nearby councils for support, with a robust Business Case.

Clerk to send Love Glasbury a list of local businesses as a starting point for them, also offering GCC support in preparing a Business Case if they wish.* + - Proposed – Cllr Bugler
		- Seconded – Cllr Varcoe
	+ Clerk to draft email and Cllr Bugler to review
	+ Clerk to research a list of local businesses to send Love Glasbury
 | **Approved****Clerk****Clerk** |
|  | **Planning Applications*** Planning applications have been circulated
* Planning Application 25/04 10/FUL – No challenges
* BBNPA Weekly lists – no comments
* Decision Notice 17th March 2025 – Nothing concerned Gwernyfed Community – no comments
 | **Resolved** |
|  | **Road Safety Measures and Coordination Meeting*** A meeting to be held on 14th April 2025 with Powys CC Cabinet Member Cllr Jackie Charlton and Powys CC Traffic Manager Tony Kane. David Chadwick MP declined.
* The first and only item on the Agenda is this issue with the speed limit around Three Cocks. However, Cllr Lloyd will use it as an opportunity to discuss the same issue in Pontithel.
* While Powys CC still say that they must wait for the new guidance, Cllr Lloyd has spoken with a Cllr from Crickhowell who is also a Cllr on a different County Council, which is using the existing guidance to approve changes to speed limits.
* As there was no new guidance before bringing in the 20mph speed limits, GCC Cllrs are surprised to be told that no changes can be made at the moment as Powys CC is awaiting the new guidance.
* It is frustrating that GCC cannot get movement from Powys CC on this. GCC will keep pushing Powys CC on this topic. Mechanisms that could be used include providing Powys CC with a Purchase Order to draw the allocated funds from GCC to carry out the work, asking David Chadwick to intervene, using the media and social media to apply pressure to Powys CC, amongst others.
* Cllr Lloyd will provide an update on the meeting
 | **Cllr Lloyd** |
|  | **County Councillor’s Report*** No report as such. The meeting at Glasbury near the River Wye took place on March 22nd 2025 and was well represented by residents. The issues discussed will be addressed by:
	+ Powys CC will take care of repairs to the culvert
	+ Welsh Water (Dŵr Cymru) will address the sewerage issue
	+ Natural Resource Wales confirmed that this area was in the top 30 priority issues, just not at the top of the list. The Bridge is due to be rebuilt in a couple of years.
	+ Cllr Lloyd believes that Glyn Parry of Powys CC just stopped short of committing to paying to call Rickets out to pump the flood waters when they reach 3.7m.
	+ Cllr Lloyd will write an assumptive email to Powys CC, thanking them for the productive meeting, stating the actions all agreed to including the re-imbursement of GCC by Powys CC for the last flooding incident.
	+ Other item in the County Councillor’s report was of a licencing committee. No Gwernyfed licences were requested or reviewed.
 | **Cllr Lloyd** |
|  | **Training Report from Councillors – All Councillors who have attended recent courses*** If there are any requests for training, please let the Clerk know.
* Cllr Bugler wished to ensure that any invoices that were sent in the financial year 2024/25 but not paid, were accrued forward. Community Councils with accounts of less than £200k use a Cash Accounting system, not an Accrual system, but all invoices will be paid and noted correctly.
 | **Cllrs****Clerk** |
|  | **Website Update*** Cllr Day has received 7 responses and will forward them to the Clerk to be uploaded to Teams/OneDrive. GCC will require a full engagement and communication policy and a publication policy.
 | **Cllr Day****Clerk** |
|  | **Forward Look*** The Gwernyfed Community Council AGM will be held on May 8th 2025. This is the same day as the monthly Council Meeting and will be held immediately before said Council Meeting.
* The Chair of Gwernyfed Community Council is open for election at that AGM. Cllr Pritchard, as current Chair of the Council, will email everyone and wants to encourage anyone wishing to become the Chair to put themselves forward.
* Cllr Pritchard wishes it to be known that the role of Chair is a very interesting and intriguing role.
* The role of the Chair is to facilitate the Council meetings to ensure that discussions are productive, that every Member who wishes to speak is heard, and that clear action points are set. The Chair remains neutral in all discussions while enabling the Council members to take responsibility for what the Council wishes to accomplish.
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| * Cllr Lloyd, in his role as a County Councillor, has informed GCC that he has access to £5000 to spend on helping the Ani-Poverty Agenda in Powys. He has 6 months to disburse these monies. Cllr Lloyd will send the relevant information to all GCC Cllrs
 | **Cllr Lloyd** |
|  | **Financial Matters*** Bank Balances as of 10th April 2025
	+ Current Account - £9874.81
	+ Reserve Account - £10955.54
* Invoices and payments for approval
	+ Clerk’s Salary and HMRC Payments
	+ Vodaphone – Broadband DD £25.90 April Payment
	+ Cllr Pritchard – Monthly Microsoft Fee – April 2025 - £52.92
	+ OVW Training
		- Invoice 9300 - £40, Invoice 9380 - £40, Invoice 9289 - £40, Invoice 9285 - £40, Invoice 9219 £20
* All Invoices are approved
* The Clerk will put in travel expenses as and when required
* The Clerk will look at ways of recording the Council's finances using our SharePoint or OneDrive for ease of viewing
* The Bank account details need to be updated with the new Clerk’s details. This may require a visit to the Bank with a current signatory to make the change
* Cllr Pritchard to be added to the list of signatories along with Cllr Bugler and Cllr Varcoe
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| **Meeting Closed:** | 9.30pm | **Date of Next Meeting:** | 8th May 2025 |

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| **Signed:** |
| **Name** | **Signature** | **Date** |
| Cllr Nick PritchardChair of Gwernyfed Community Council  |  |  |