Gwernyfed Community Council

Draft Minutes of Full Council Meeting

Held at Felindre Village Hall and as a hybrid meeting over Teams

Meeting Date & Time: 22nd October 2026, 7.30 pm

Name	Council / sub-committee position	Attendance
Cllr Nick Pritchard	Chair; Finance and Personnel Sub-Committees	Present
Cllr Grahame Day	Vice Chair; Personnel Sub-Committee	Present
Cllr Mike Bugler	Finance Sub-Committee	Present
Cllr Will Lloyd	Finance Sub-Committee	Present
Cllr Chris Jones	Personnel Sub-Committee	Present
Sue Thomas	Clerk and Responsible Finance Officer	Present

Minute reference	Item of Business
26-27-00132	**Apologies for Absence** All five serving councillors were present. No apologies were received. Decision Request #DE098 was therefore not required.
26-27-00133	**Declarations of Interest** Cllr Pritchard declared an interest in the Green Spaces project arising from his involvement with Three Cocks Matters Community Group (TCMCG). No other interests were declared.
26-27-00134	**Minutes of the Previous Meeting** The Minutes of the Full Council Meeting held on 10 September 2026 were agreed as a true and correct record of the proceedings. **Decision Request #DE099. Proposed Cllr Bugler, Seconded Cllr Day. Resolved.**
26-27-00135	**Matters Arising** **AC0180 Clerk employment contract** – Completion remained in progress. The circulated payroll matters were to be considered under confidential business. The national pay settlement was a separate matter from the accrued-hours payment previously approved. **AC0181 Hay Dial-a-Ride** – The application form and guidance had been supplied; a completed application was awaited. **AC0184 Glasbury-on-Wye bus-stop footpath** – Progress had been delayed while the Clerk prioritised the Green Spaces lease. PCC confirmation and cost information remained outstanding. **AC0185 Website** – The developer had recently returned to work following illness. The Clerk had requested an update and could continue publishing agendas and minutes using her own access. **AC0186 Former Glasbury school** – The Diocese confirmed that it had sold the property in 2014 and was seeking contact details for the purchaser. Council agreed to close its action after making the enquiry; no further investigation or Land Registry expenditure was requested. **AC0188 Standing Orders** – Preparation of the updated Standing Orders remained outstanding owing to Green Spaces work. **AC0189 and AC0190 Solicitor / lease updates** – Taken under Green Spaces. **AC0191 and AC0192 Health-service correspondence** – Taken under Correspondence. **AC0194 and AC0195 Toad Patrol storage** – Permission remained outstanding following the change of hall chair to Gillian Perry. Cllr Pritchard would supply her contact details so the Clerk could progress the request and update Miriam Wearing. Storage was not confirmed. **ACTION AC0196:** Clerk to meet Cllr Day to arrange authorised access to the Vodafone account for Felindre Village Hall and obtain the invoices. **ACTION AC0150:** Clerk to take the Council tablets and how-to guides to Talgarth Community Library on 29th October, establish the loan arrangements and agree reporting on their whereabouts. Council ownership was retained. Members discussed replacement values and insurance implications.
26-27-00136	**Prospective Councillor Discussion** Mark Tomlinson had been expected to join by Teams but had not joined when the item was reached. The discussion was postponed. Members favoured meeting him in person before a co-option decision. Further local expressions of interest were noted. Interested residents should be encouraged to submit applications and observe a meeting.

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	ACTION AC0193: Clerk to rearrange contact with Mark Tomlinson and an opportunity for councillors to meet him. Decision Request #DE103 remained deferred.
26-27-00137	**Clerk's Report and Finance** Payments made since the previous meeting totalled £2,025.25: Vodafone £31.05; Felindre Village Hall £360.00; September Clerk salary £1,148.07; Clerk expenses £272.86; HMRC £161.11; and reimbursement to Cllr Pritchard for Microsoft £52.16. The Microsoft payment made on 21 October settled the August invoice G180873181, although the bank narration stated September. Balances at 21 October 2026 were Current Account £10,828.61 and Reserve Account £20,078.86, totalling £30,907.47. The Clerk reported that the cashbook was reconciled to the bank accounts. Invoices and liabilities presented comprised two OVW training invoices of £44.00 each, September Microsoft invoice G187660589 £52.16, October Clerk net salary £421.64, employer NI £17.23, PAYE £110.20, CiLCA training £420.00 and councillor allowances / office expenses carried forward from September. The Clerk was disputing the OVW charges because a training discount was expected and would pursue the CiLCA bursary. Members confirmed that the annual payments of £156 towards household costs of working from home and £52 for office consumables should be paid unless a councillor had notified the Clerk of an opt-out. Total Accounts Payable, including the corrected councillor payments, was £2,149.23. **Decision Request to approve the invoices presented for payment #DE100. Proposed Cllr Day, Seconded Cllr Bugler. Resolved.** The cashbook was displayed for members to review. Decision Request approving the Cashbook #DE101. Proposed Cllr Bugler, Seconded Cllr Pritchard. Resolved. Members welcomed the budget-versus-actual presentation. Felindre Village Hall meeting costs were to be charged to hall hire, separately from grants or donations. The indicative £4,000 footpath contribution should move to a later forecast period (P1 2027 – 2028) pending PCC confirmation; payment would follow completed work. The potential need for a reserve transfer was noted in connection with project timing. **Decision Request to approve one hour of paid Clerk time for the free AI webinar on 17 November 2026, 11 am–noon #DE106. Proposed Cllr Bugler, Seconded Cllr Pritchard. Resolved.** Members were encouraged to select training from the separately circulated list and advise the Clerk of bookings. Useful learning should be shared with Council.
26-27-00138	**Correspondence Requiring Discussion or Decisions** NHS patient transport assessment consultation – The closing date of 27 October was noted. Members regarded this as a lower priority; no Council response or submission authority was agreed. PTHB Better Together consultation and health-service letter – Members reaffirmed the need for a strong collective rural-community response and agreed to progress the existing letter actions. The consultation closed on 10 January 2027. The draft should be suitable for neighbouring councils to support and for possible publication as an open letter to PCC and PTHB. **ACTION AC0191 and AC0192:** Clerk to prepare the health-service letter, seek support from neighbouring councils and progress the joint/open-letter approach and potential local press publication. Save Our Hospitals campaign – Council agreed to display the campaign poster and share the supplied material through Council social media. **Decision Request #DE104. Proposed Cllr Bugler, Seconded Cllr Pritchard. Resolved.** **ACTION AC0205:** Clerk to arrange display and sharing of the agreed campaign material. OVW Culture and Sport call for evidence – Council agreed to seek examples from Glasbury Arts, TCMCG, Beacons Creative (Wales) Ltd and Talgarth Community Library for evidence to OVW by 25 November. Cllr Bugler would provide the Glasbury Arts contact and Cllr Pritchard the TCMCG contact. **ACTION AC0197:** Clerk to obtain contributions from the four organisations and prepare the Council's evidence for consideration before the submission deadline. Draft Annual Remuneration Report 2027–28 – Members had no comments to submit to the consultation closing on 17 December. Noted Great British Energy community energy fund – Council agreed not to pursue this opportunity at present, given capacity and the work needed to develop a project before the 12 November deadline. Noted Wales Community Resilience Group questionnaire – Members discussed flooding, surface water and the need to connect activity across communities. The Clerk would complete what she could and seek members' input through the councillor WhatsApp group.

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	ACTION AC0198: Clerk to progress the resilience questionnaire and obtain councillor input where needed. OVW £500 Cost of Living grant – Potential relevance to local food-bank support was discussed. The grant details should be sent to Cllr Bugler for review; no application or expenditure was approved. **ACTION AC0199:** Clerk to send the grant information to Cllr Bugler to consider eligibility and a suitable proposal. OVW annual meeting motions – The 4 December noon deadline and 3 February 2027 meeting were noted. No motions were proposed. Ysgol Y Mynydd Du Minor Authority governor vacancy – Members considered the invitation from Powys Governor Support. No nominee was agreed. Thursday meetings at 5 pm were a barrier for working councillors. Council would send a holding response while considering whether it could provide a nominee. **Decision Request #DE108. Nomination deferred.** **ACTION AC0200:** Clerk to send a holding response explaining the meeting-time concern and that Council was still considering the invitation. Love Glasbury AGM – The AGM would be held on 4 November at 7 pm at The Harp. Council intended that a councillor would attend, subject to availability. **ACTION AC0201:** Clerk to advise Love Glasbury that Council representation was intended and request the accounts.
26-27-00139	**Planning Applications and Notices** No planning applications or notices were reported.
26-27-00140	**Green Spaces Community Asset Transfer** Cllr Bugler reported on the joint GCC / TCMCG meeting concerning the proposed management arrangements. It had been useful in identifying issues, but a management agreement had not been concluded. The Clerk had sent the joint meeting notes and supporting information to James Davenport. His response indicated that principles governing the parties' engagement and third-party access / management might be sufficient to progress the lease; he would review the material before returning to PCC. Council discussed using the existing draft as a framework setting out the main responsibilities, with detailed arrangements to follow once PCC's requirements were clear. Outstanding matters included the maintenance grant, scope and boundaries of responsibilities, inspections, repairs, trees, pathways and the extent of Council liability. These required clarification and legal advice. **ACTION AC0189 and AC0190:** Cllr Bugler and Clerk to follow up with the solicitor; Clerk to develop the framework of responsibilities using the draft agreement and circulate the solicitor's response. A face-to-face meeting could be arranged if useful. The biodiversity package for Gwernyfed Park had been approved in principle through Local Places for Nature / OVW. A site meeting was expected. The Clerk would progress contact when the officers responded, within the existing authority. The lease and management agreement remained in development. No lease execution or new project expenditure was approved.
26-27-00141	**Solar Radar Signs** Cllr Pritchard reported that two posts / sockets had been installed at Three Cocks. Installation at the two proposed Glasbury positions had not proceeded because of underground services at one location and a slab / possible culvert at the other. PCC Highways needed to review alternatives. Updated quotations were being sought. Members discussed solar power, compatibility with the installed posts, installation / handover, whole costs and PCC's TOPAS requirement. The recently received quotation included options whose solar configuration was not TOPAS approved; further comparison and supplier clarification were needed. Council wished to progress the two Three Cocks signs without waiting for the Glasbury installations. A suggested delegated purchase authority was discussed, but no expenditure limit or supplier was agreed. The agreed next step was a comparison and recommendation followed by an extraordinary Teams meeting. **Decision Request #DE107. Purchase decision deferred to an extraordinary meeting pending the quotation analysis under ACTION AC0202.** **ACTION AC0202:** Clerk to collate updated quotations, confirm solar / TOPAS compliance and post compatibility, compare total costs and circulate a recommendation early the following week, aiming to obtain quotations by Monday 26 October. Arrange an extraordinary Teams meeting for the decision.

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	Members noted the potential use of sign data to support the outstanding Three Cocks speed-limit reduction request.
26-27-00142	**Communications and Publications** The publication actions arising from the correspondence discussion were confirmed, including the Save Our Hospitals poster and campaign social-media material. Other consultation information had been covered in the circulated correspondence papers.
26-27-00143	**Forward Look** Council agreed that the 12 November meeting should give substantial time to the budget and Green Spaces. An initial draft budget would be prepared in advance using the existing budget as the starting point, with inflation, project phases and potential commitments considered. **ACTION AC0203:** Clerk to prepare a draft budget for the 12 November Full Council meeting and review the Green Spaces project figures and phasing with Cllr Pritchard. The forthcoming bus-route review was raised. Members wanted usage evidence, including timings and patterns, to inform consideration of the service. **ACTION AC0204:** Clerk to request passenger-usage data from the bus operator for consideration at the next meeting. The Clerk would arrange to meet Cllr Day on the Vodafone account under AC0196 and Cllr Pritchard on the project information.
26-27-00144	**Exclusion of Public and Press** **Decision Request #DE102: That the press and public be excluded while the following confidential business was considered because of its confidential nature, in accordance with the Public Bodies (Admission to Meetings) Act 1960.** **Proposed Cllr Bugler, Seconded Cllr Jones. Resolved.** No members of the public were present. The Teams connection was terminated before confidential business. The Clerk remained in attendance.
26-27-00145	**Confidential Business** Personnel – Council considered the separately circulated payroll report, the six additional hours accrued in August 2026 and the national pay increase recommended by NALC and One Voice Wales, backdated to 1 April 2026. **Decision Request #DE097: To ratify the six additional August hours, in addition to the 45 hours approved under #DE091, bringing the accrued hours processed by PAVO to 51 and the gross accrued-hours payment to £841.55; and to approve the national pay increase recommended by NALC and One Voice Wales, backdated to 1 April 2026. Proposed Cllr Bugler, Seconded Cllr Lloyd. Resolved.** The ratified accrued-hours position was to be recorded against #DE091 and AC0180. The Clerk was to arrange implementation of the approved pay increase and the associated back pay through payroll. Councillor vacancy – No co-option was recorded. Decision Request #DE103 remained deferred pending the meeting with the candidate.
26-27-00146	**Close of Meeting and Next Meeting** The meeting closed at 9.25 pm. Next Full Council Meeting: 12 November 2026 at 7.30 pm at Felindre Village Hall and as a hybrid meeting over Teams.

Signed on behalf of Gwernyfed Community Council

Signature:		Chair of Gwernyfed Community Council	
Name:	Cllr Nick Pritchard	Date:	