

CYNGOR CYMUNED CAERSWS COMMUNITY COUNCIL

Minutes for Meeting held at **Caersws Village Hall** on **Wednesday 28th September 2022** at 7.30pm.

Present: Chair Cllr P Breese, Vice Chair Cllr C Woosnam, Cllr D Lowe, Cllr C Brooks, Cllr P Skitt.

In attendance: Clerk, Mrs S Palmer

1. **Apologies:** Cllr L George, Cllr C Knapp, Cllr M Cheshire, Cllr D Collington, Cllr A Wallbank.
2. **Declaration of interests of any items on the agenda** *Declarations of interest, whether likely to benefit or disadvantage, should be disclosed prior to commencement of discussion of any items for discussion.*
No declarations of interest made.
3. **Public Speaking Session** (15 minutes maximum time allocated)
No members of the public were present.
4. **Minutes** of meeting held on 24th August 2022 were agreed and proposed as an accurate record by Cllr C Woosnam and seconded by Cllr P Skitt.
5. **Councillor Co-option:** No one has been in contact with the Clerk with an interest to join the council. The Clerk confirmed that the vacancies will remain open and notices of co-option left on the noticeboards.
6. **Cllr Les George Report:** Cllr L George not in attendance so will update the Council with a report at the October meeting.
7. **Long Term Agenda Items and Projects:**
 - a) **Pedestrian crossing in centre of Caersws:** No updates to report.
 - b) **Caersws bridge:** No news on plans for the footbridge, awaiting the Welsh Governments review of highways projects. The traffic lights have now been removed following works carried out on the bridge.
 - c) **Pavement widening between Premier Shop and car park:** No updates to report.
 - d) **Road markings at Weig Lane crossing:** No updates to report.
 - e) **Manthrig Brook Flooding issues:** No info/updates, the pics of the brook that Michael sent me were sent on and I confirmed that Cllrs felt that the works confirmed that will be done (cut back overhanging branches) would not be sufficient to solve the issue. Clerk is yet to get a response although it has been chased up. Clerk will continue to chase.
 - f) **Powys Decision Matrix for PCC:**

Cllr C Brooks mentioned that he bumped into Russell George MS recently and asked him about various issues including what he sees as the role of Town & Community Councils. Russell suggested that he would be available to meet with the council prior to his upcoming surgery for half an hour.

Cllr P Breese agreed that CCC should take him up on his offer as he may be able to help get things done that have been outstanding for some time.

Clerk to contact Russell George MS to confirm meeting with Cllrs prior to the surgery in Caersws. Cllr C Brooks asked how the above points fall into what the Community Council is expected to do. The answer is that none of the above fall into a category that the Community Council has responsibility or powers for in which case we can only chase up those who are responsible and put pressure on as and when required to try and action change.
8. **Place Plan Committee Report:**
 - a) **Community Survey:** The survey completed will not be used. The Committee met the evening prior to this meeting and discussed all points relating to the Committee. The decision was made not to continue with the Place Plan at present. It was felt that the time scale and level of work required to get a Place Plan completed in line with the completion of the new LDP is too tight and too high. Committee to focus on the LDP for the time being and keep in mind either a Place Plan or Village Plan for the future.
 - b) **LDP update:** Nothing received to comment on so far. Committee to keep up to date with any information that does come through relating to the LDP.
 - c) **Active Travel Plan:** Caersws not in the right area for an active travel plan currently, could this be raised this with Russell George MS? Add to the list of items to discuss.

Cllr C Brooks confirmed that Clatter have received grant funding through PAVO. A questionnaire is being put together professionally. An event is being planned for October which will be to get community engagement. The information from this could be useful for CCC in line with the above items. Cllr C Brooks also spoke to a lady from PAVO who helped Clatter start this process. Community Facilities Fund is the fund applied for by Clatter.

9. **Matters Arising:**

- a) **Signal box at station:** This work should have been carried out by now but is yet to be completed, Clerk to chase this.
- b) **Maesawelon car parked long term:** Chair Cllr P Breese received a call from PCSO Rhiannon Williams who confirmed that they have found the car mentioned and there is another car also untaxed in the same area so they will look into getting this sorted out through the correct channels.
- c) **Finance & Governance Toolkit:** Clerk to provide a list of items that need to be reviewed/actioned and send on to all Cllrs prior to the next meeting.
- d) **Statutory guidance relating to the Local Government and Elections (Wales) Act 2021:** Annual Report for the year to the May AGM to be completed and published. Clerk to speak to Cllr A Wallbank who was the previous Chair to put this together. Training Plan also to be out together using model provided by One Voice Wales. Clerk to action.
- e) **Caersws Workshops:** Clerk has received a reply from Cllr Jake Berriman asking what CCC would like to be involved in. Clerk to respond to confirm that CCC just want to be kept in the loop with what is happening with the workshops and when units are empty etc so that the Council can help to advertise locally.
- f) **Christmas Tree & Lights:** Chair Cllr P Breese has trimmed the tree with some help and it is shorter and a neater shape now.
The lights agreed at the previous meeting can only be ordered if payment is provided as a BACS transfer as cheque payments can only be made for orders over £200. Clerk has drawn up a letter requesting the bank to make a BACS transfer for the lights required. Cllrs present happy to provide the payment this way.
- g) **Police meetings:** CCC now has two PCSO officers to contact with local matters. They were both unavailable to join this meeting unfortunately. Clerk suggested a separate meeting with them to go through items CCC would like to raise and points they may wish to raise with CCC. Clerk to request a face-to-face meeting. Cllr C Brooks suggested having an agenda in place when this takes place. Clerk to action.
- h) **Community Space idea at Glan y Nant field:** CCC is in support of the concept of the project but it is not something that the Community Council can lead and there are issues of viability which would need to be resolved. The ideal would be for a community group to be put together that would raise funds and develop the project. Clerk to contact Dylan to confirm the position of the council.
- i) **Maintenance fund establishment for a grave:** This query was raised and discussed at the previous meeting. The family contact confirmed that there is no intention for CCC to hold any funds but rather have a contact for the trust to get in touch with if any maintenance is required on the grave. Cllrs are happy with this. Clerk to confirm.
- j) **Air Ambulance – possible move from Welshpool:** Cllr C Brooks sent details of where the air ambulance goes to and from. Cllrs discussed this and has concerns over the fast response vehicles and whether these would be lost with the helicopter as this would potentially have a bigger impact on Mid Wales. Cllrs decided to see what happens with the reviews and keep an eye on what develops.
- k) **Clerks' laptop – Office 365/email management:** Clerk contacted One Voice Wales who stated that many Councils use Office 365 and it is up to the council to choose what software it uses. PC-Q were not sure why the Council would be concerned about it using an individual license. Clerk confirmed that any such license would be in the name of the council and not an individual. Cllrs agreed to go ahead with an Office 365 account. Clerk to action.

Cllr C Brooks raised the question of what happens if the Clerk is incapacitated for some reason and is unable to fulfil the Clerks' duties. Things such as passwords etc should be held by the Chair as well in such an event. Clerk to put together a plan for such an event.

10. Correspondence: *All correspondence relating to COVID-19 has been forwarded to Cllrs and shared online where necessary*

- a) **One Voice Wales:** Two council representatives. As a number of Cllrs were not present it was decided to postpone this until the next meeting. Cllr D Lowe confirmed that he would not be able to put himself forward for this and Chair Cllr P Breese confirmed that he is unable to take this on as he would not have time to dedicate to the meetings etc. Clerk to add to the next Council agenda in October.
- b) **Focus Newtown Enterprise Hub:** Offer to come to speak to the Council. Due to having full agendas and finance and precept matters upcoming it was agreed to ask if they could join CCC's January meeting. Clerk to action.
- c) **One Voice Wales:** 'It's for Them' Campaign. Information noted, no action.
- d) **Welsh Government:** A Fairer Council Tax. Information noted, no action.
- e) **Powys CC:** Community Energy Grants. Information noted, no action.
- f) **Welsh Government:** Workshop events. Information noted, no action.
- g) **North Wales Wildlife Trust:** Welsh Beaver Project
- h) **One Voice Wales:** Ystadau Cymru Awards. Information noted, no action.
- i) **One Voice Wales:** conference on Biodiversity and addressing the nature emergency. Information noted, no action.

11. Planning:

- a) **Application Reference: 22/1446/FUL** Grid Reference: E:298083 N: 296542 Proposal: Erection of holiday chalet, access track, installation of sewage treatment plant and all associated works
Site Address: Pant Y Crasty, Carno, Caersws, Powys SY17 5JR
Cllrs discussed and have no objections

12. Caersws Public Conveniences:

- a) **Lights repair:** No date for completion as yet. Clerk is pushing for this to get done as soon as possible.
- b) **New doors / hinges:** Quote received from Healthmatic for new doors with option of porthole windows plus different coin machines with contactless card payment option. Cllrs felt that the quote is very expensive plus we do not yet have any other quotes. Clerk to push to get additional quotes and report back to Cllrs.
- c) **Beeping of coin boxes:** Clerk is yet to make alterations to coin machine to muffle the beeping.
- d) **Leaking toilets and blockages:** Drains have been unblocked, there were a lot of sanitary items as mentioned at the previous meeting. The quote has been received for the leaking toilets bowls repair but the Clerk has requested an amended quotation to ensure that the gents' toilet is included and to remove the drains unblocking as this has been done.
- e) **Repair and maintenance:** A quote from Healthmatic is expected for this but has not yet been received. Clerk to chase up.

Cllr C Brooks suggested whether CCC should consider the WC being free of charge. This is to be discussed further at a later meeting.

13. Cemeteries:

- a) **Risk Assessments:** Cllr D Collington will complete the risk assessment and forward on to the Clerk.
- b) **LLanwnog Cemetery:**
1) Gates and roadway repairs: Should have been done on 26th Sept 2022 but hasn't been.
Clerk to chase this up.
- c) **Shiloh, Clatter graveyard:** Clerk is yet to receive a reply from Robert Hanratty, chasing for a response regarding the maintenance of the graveyard and liability.

14. Finances:

- a) **Account balances:**
Current account = £18,114.71
Reserve account = £41,959.28

b) Bills to be paid:

Sophie Palmer	Clerks salary (Sept 22)	£786.92
Sophie Palmer	Clerks expenses (Sept 2022)	£58.05
HM Revenue & Customs	PAYE Tax for Clerk (Sept 2022)	£12.66
Hugh Jones	Cleaning at W/C (Sept 2022)	£240.00
Gwynne Woosnam	Grass cutting, Llanwnog Cemetery (Bi-annual)	£2,418.00
Clatter Community Centre	Meeting room hire	£100.00

To be paid by BACS:

Christmas Trees	Christmas Tree Lights	£144.98
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The Clerk has drawn up a letter to be signed by 2 signatories, for the bank to make a transfer of funds as a cheque payment can't be made for less than £200.

Direct Debits:

Southern Electric	Caersws WC Electricity (Aug 2022)	£46.78
PC-Q Solutions	Laptop security, maintenance, virus protection	£16.95

c) Income received:

WC revenue	Cash from WC (23.06.22-17.08.2022)	£230.00
New memorial	Llanwnog Cemtery	£158.63

15. Councillor Comments:

Cllr L George contacted the Clerk prior to the meeting in order to let Cllrs know that there is a vacancy for a Community Council School Governor. Clerk to add to the next meeting agenda.

Clerk: Poppy wreath for November, Cllrs confirmed to go ahead and get a wreath. Clerk to check with Kath Gethin if she can still provide one.

Cllr C Brooks: why is the Council still paying bills with cheques? Clerk confirmed that this has been looked into before and Cllrs chose to stay with the current account in use as it is free to use and other options have a monthly fee. Clerk to provide the alternative options for bank accounts to discuss further at the next meeting.

Cllr C Woosnam: confirmed that the defibrillator is now up at the football club.

16. Date of next meeting: The next meeting will be held on Wednesday 26th October 2022 at 7.30pm at Caersws Village Hall.

Chair Cllr P Breese thanked everyone for attending and closed the meeting at 9.40pm.

Signed:

A handwritten signature in black ink, appearing to read 'S Palmer', is written over a light blue rectangular background.

Sophie Palmer (Clerk & RFO)