

CYNGOR CYMUNED CAERSWS COMMUNITY COUNCIL

Minutes for Meeting held at **Clatter Community Centre** on **Wednesday 25th January 2023** at 7.30pm.

Present: Chair Cllr P Breese, Cllr D Lowe, Cllr C Brooks, Cllr D Collington, Cllr A Wallbank, Cllr C Knapp (left at 8.55pm), Cllr L George, Cllr S Sargent, Cllr M Cheshire

In attendance: Clerk, Mrs S Palmer

1. **Apologies:** Cllr C Woosnam, Cllr P Skitt
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 made
3. **Public Speaking Session** (15 minutes maximum time allocated)
No members of public present
4. **Minutes** of meeting held on 30th November 2022 were agreed and proposed as an accurate record by Cllr M Cheshire and seconded by Cllr A Wallbank.
5. **Councillor Co-option:** There is still one vacancy on the Council. Notices are still up on noticeboards and the Clerk will re-post the information on Facebook.
6. **Cllr Les George Report:**
 - **Llanwnnog cemetery:** a resident who owns the fields either side of the drive for the cemetery has asked if CCC would allow for an electric cable to be buried under the land. Cllr C Brooks stated that this work would need an easement if being carried out by SP Manweb. Cllrs are happy in principle but the proper process will need to be followed.
 - **New Street, Caersws:** residents have again asked about this unadopted road being resurfaced. Cllr L George has suggested asking Powys CC if they will bring the road to standard. Cllr L George to draft a request to PCC and send to the Clerk to send on to PCC.
 - **Local resident Paul Calvin-Thomas** has asked about the funding request for the Village Club. Cllrs discussed this briefly and confirmed that the finance and governance must be considered in relation to such donations. Clerk to let the Village Club know that CCC will get back to the Club to confirm what can be offered if anything.
 - **Trailer parked near Caersws School:** This has been raised previously but the trailer was not moved as they argued that it was not on the school's land so they could not ask for it to be moved. It has since been confirmed that the land is owned by the Education Authority so it should now be moved.
7. **Long Term Agenda Items and Projects:**
Items a, b, c, and d were covered during the meeting with Russell George SM, the minutes of which are attached
 - a) Pedestrian crossing in centre of Caersws
 - b) Caersws bridge
 - c) Pavement widening between Premier Shop and car park
 - d) Road markings at Weig Lane crossing
 - e) **Manthrig Brook Flooding issues:** Clerk has sent a chasing email to drainage officer Graham Astley and copied in Russell George, Amanda Jenner and Cllr Jackie Charlton which were copied in previously. No response has been received to Clerks' email of 6th Sept asking for the actual Brook to be cleared rather than just ranches above being cut back. Clerk to continue chasing for a response.
 - f) **Powys Decision Matrix for PCC:** Clerk is keeping up to date when any updates are received.
8. **Place Plan Committee**
 - a) **LDP:** Nothing further received at this time regarding the LDP
 - b) **Active Travel Plan:** Cllr D Lowe confirmed that he has come across a Welsh Government document confirming that an active travel route is scheduled from Newtown through Caersws. Chair Cllr P Breese suggested this information is kept on hand for when the Committee meet again in the future.
9. **Matters Arising:**
 - a) **Signal box at station:** This work is being completed currently. Clerk to remove the item from the agenda.
 - b) **Maesawelon car parked long term:** Request an update from PCSO's regarding the two cars, it may be an issue for DVLA rather than Police.

- c) **Finance & Governance Toolkit:** Clerk met with Cllr A Wallbank and Cllr D Collington before Christmas and started working through this toolkit. They will arrange to meet again to continue to the next stage of the toolkit.
- d) **Annual Report and Training Plan:** Cllr A Wallbank has drafted an annual report for last year as the outgoing Chairman. This will be finalised and sent to Cllrs prior to the February meeting. The Clerk has drafted a training plan which will be emailed to all Cllrs to review and discuss at the February meeting.
- e) **Christmas Tree Lights:** The people who live at the chapel thought the tree looked 'sad' so bought 20m more lights and are happy to look after the lights for CCC and put them up each year. Chair Cllr P Breese proposed purchasing more lights ready for the end of the year to add to the tree as it is so full. Cllrs were in unanimous agreement to purchase a further 40 metres of lights. Clerk to action.
- f) **Air Ambulance – possible move from Welshpool:** awaiting updates / information to be available.
- g) **Clerks' laptop – Office 365:** Council / Clerks' email address will stay the same, Clerks emails will migrate over but will not have the issues of space etc. This is due to be switched across on Friday 27th Jan.
- h) **Plan in case Clerk is unavailable:** Clerk has started listing some useful details but needs to put together an actual plan (disaster plan). Clerk to look into this.
- i) **Alternative bank account options (Unity Trust info):** Information provided to Cllrs prior to the meeting. Bankline is a service provided by NatWest to provide online banking to current account holders. Information provided by the Clerk was that the service will cost £20 per month. Cllr C Brooks asked if this could be looked into further. Clerk to action.
- j) **Farm Watch:** Cllr C Brooks has looked into the information provided by PCSO's Rhiannon and Gemma and done some further research. Cllr C Brooks is willing to set this up and take it further to start a scheme in this area.
- k) **Urdd Community Meeting:** A public meeting will be held on Tuesday 7th February at 7pm in Caersws in order to form a Committee to plan fundraising for the Urdd Eisteddfod which will be held in Montgomeryshire next year. Chair Cllr P Breese has agreed to Chair the meeting but will not be able to continue as Chair of the Committee due to other commitments.
- l) **Precept meeting arrangements:** It has been suggested that a separate meeting for precept discussion each year rather than holding the discussion during a full Council meeting. This would help with time constraints. All Cllrs were in favour. Clerk to action for this to be held between the Oct and Nov meetings each year.
- m) **Bus shelter; cleaning:** The people who clean the toilets for CCC do not want to clean the bus shelters. It is suggested to contact window cleaners. Clerk to look into this.
- n) **Website:** Some suggestions have been made for a new website and Cllr C Brooks provided some information to Cllrs regarding website building. PC-Q have suggested 'Do It UK' as a local website provider/builder. PC-Q has also confirmed that they do not own the domain name for CCC. Clerk to confirm the requirements for a Council website with One Voice Wales and then start drafting a brief of what is wanted/needed for a new site. Clerk to put together some information and send to Cllr C Brooks and Cllr D Collington as a first port of call.

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

- a) **Drain blocked up the Bwlch y Garreg road** overlooking the lake. This has been reported to Highways who will go and have a look and try and fix the drain. Clerk to follow up to make sure this has been done.
- b) **Defibrillator; new batteries:** Chair Cllr P Breese confirmed that the defib in Caersws needed new pads after being used at Christmas. He has also checked the batteries and some are overdue to be replaced. Although all batteries working currently, it is suggested to purchase new ones to ensure none of them run out. Cllrs in unanimous agreement to purchase replacement batteries where needed. Chair Cllr P Breese to arrange this.

Cllr C Knapp left at 8.55pm.

- c) **Recreation Association:** Jubilee trees and benches were bought by the Jubilee Committee who has asked for permission to place these around Caersws and for CCC to maintain them. The benches are recycled plastic so are in keeping with the benches that CCC has purchased. Cllrs were in unanimous agreement to agree to maintain the benches.
- d) **Powys CC:** Warm Spaces Directory launched. Information noted, no action.
- e) **Powys CC:** Cllr Dispensations. Information noted, no action.
- f) **One Voice Wales:** Seaweed Farming in Wales. Information noted, no action.
- g) **Local Resident:** CPRW policies. David Evans emailed about this and said more would be forwarded on which is yet to be received. Clerk to forward on any further information received.
- h) **Clatter Community Centre:** Coronation Celebrations request for funds. Clerk to respond to confirm that there will be an application process to request funds.

11. S137 Donations

- a) **Discussion of distribution of funds:** Requests for funds have been received from the following:
 - 1) Marie Curie

- 2) Brecon Advice Centre
- 3) Tenovus Cancer Care
- 4) Hope House
- 5) Cerebal Palsy Cymru

Cllrs agreed that the above are not relevant to the S137 and local groups and organisations should benefit directly from the S137.

Donations previously given to:

- St Johns Ambulance
- Caersws School
- Friends of Caersws School (doubling up for Caersws School)
- Friendship Hour
- TCT (no longer operating)
- Recreation Association
- Llanwnog WI (no longer operating)
- Caersws Village Club
- Caersws Junior Football Club

- b) Discussion of process for S137 allocation:** Some councils have an application process for s137 money to be distributed. Most have 1 or two points in the year when applications are considered up to a certain amount. Cllrs discussed updating the process so that local groups are required to complete an application to request funds. This will tighten up the procedure and ensure the funds are distributed. Cllrs agreed to set up an application form and send the draft on to Cllr C Brooks and Chair Cllr P Breese.

12. Planning: None received

13. Caersws Public Conveniences:

- a) **Lights repair:** This has been completed, bill to be paid.
- b) **Doors:** Chair Cllr P Breese suggested that this item be left until the February meeting. Cllrs present in agreement.
- c) **Beeping of coin boxes:** Item to be removed from the agenda.
- d) **Vandalism:** Some vandalism has occurred again at the toilets, reported by the cleaner and passed on to PCSO's Gemma and Rhiannon who stated that anything happening should be reported straight away. Clerk will ask the cleaner to ensure to report as soon as possible any damage, vandalism etc.

14. Cemeteries:

- a) **Risk Assessments**
- b) **LLanwnog Cemetery:**
 - 1) **Gates and roadway repairs** Roadway repairs completed. The gates still require something to allow them to be held back. Chair Cllr P Breese suggested a simple peg and clip for the gates to be pinned open as and when required.
 - 2) **Shiloh, Clatter graveyard:** Cllr C Brooks provided a great deal of information to discuss following his visit to the graveyard. Due to time constraints Chair Cllr P Breese suggested that this be discussed fully at the next meeting. Cllrs present agreed.

15. Finances:

- a) **Account balances:**
 - Current account = £22,168.53
 - Reserve account = £42,039.45

b) Bills to be paid:

Sophie Palmer	Clerks salary (Jan 23)	£796.33
Sophie Palmer	Clerks expenses (Dec 22 & Jan 23)	£62.62
HM Revenue & Customs	PAYE Tax for Clerk (Dec 2022)	£33.82
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Hugh Jones	WC Cleaning (Dec 22 & Jan 23)	£384.00
Caersws Village Hall	Meeting Room Hire (2022)	£60.00
Border Janitorial	WC Supplies	£79.71
Renlec	Electrician – lights at WC	£232.80
CP & MA Breese	Hedge brushing at Llanwnog cemetery	£144.00
CP & MA Breese	Replacement Defib pads	£73.60

Direct Debits:

Southern Electric	Caersws WC Electricity (Dec 2022)	£71.19
Southern Electric	Caersws WC Electricity (Jan 2023)	£181.54
PC-Q Solutions	Laptop security, maintenance, virus protection	£16.95
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The bills to be paid were agreed and proposed for payment by Cllr M Cheshire and seconded by Cllr L George.

a) Income received:

WC revenue	Revenue collected 17 Oct 22-11 Jan 23	£234.45
Leach & Son	New memorial	£236.25
Leach & Son	New cremation memorial	£158.63
Leach & Son	Burial	£472.50

16. Councillor Comments:

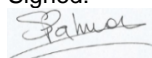
Cllr M Cheshire: There should be more pressure put on regarding a response to the Manthrig Brook flooding issues. Clerk to continue to push for a response.

Cllr S Sargent: The electricity bill for Caersws WC for January 2023 is very high. Clerk to check. Cllr C Brooks asked for the Clerk to forward a copy of the bill to him to take a look at the details. Cllr S Sargent also gave apologies for the February meeting.

17. Date of next meeting: The next meeting will be held on Wednesday 22nd February 2023 at 7.30pm at Caersws Village Hall.

Chair Cllr P Breese thanked everyone for attending and closed the meeting at 9.35pm.

Signed:



Sophie Palmer (Clerk & RFO)