

CYNGOR CYMUNED CAERSWS COMMUNITY COUNCIL

Minutes for Meeting held at **Clatter Community Centre** on **Wednesday 29th March 2023** at 7.30pm.

Present: Chair Cllr P Breese, Vice Chair Cllr C Woosnam, Cllr D Lowe, Cllr C Brooks, Cllr L George, Cllr P Skitt, Cllr C Knapp (arrived 7.32pm).

In attendance: Clerk, Mrs S Palmer, 1 local resident

1. Apologies: Cllr A Wallbank, Cllr M Cheshire

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.*

Cllr L George declared an interest in agenda item 12.

Cllr C Brooks declared an interest in points covered during agenda item 13b.

3. Public Speaking Session (15 minutes maximum time allocated)

Bob Wright of Clatter Community Centre Committee attended the meeting in order to present the Clatter Community Centre Business Plan. 7 years ago, the Committee took on the running of the Community Centre and in that time, they have invested over £140,000. Investment includes a new roof and windows. Funding has been received from the National lottery, Caersws Community Council and other fund raising. Ioan Astley, who was a long-standing member on the Community Council did a great deal of work as a member of the committee.

Covid put all plans back somewhat, but things are moving again and private consultants were appointed to put together the business plan.

There are currently 6 directors, 4 are active and more Committee members are needed. There are lots of helpers who clean and keep the centre running but more board members are needed ideally.

Commercial hire of the hall is important and the Committee is trying to make sure that the hall is widely known. A hearing loop is being priced up which will expand those that the meeting room is useful to.

Another recommendation is for the centre to have wifi.

Day to day revenue funding is where the problem lies with keeping the centre going.

Need to have enough people on the committee to take jobs on in order to secure the future of the Hall.

Management of the Hall, need younger replacements to take over.

Cllr L George noted that it is great what has been achieved in such a short period of time by Bob and the Committee.

Cllr D Lowe asked about the shed out in the car park and suggested that it might be used as an income stream. Bob confirmed that the shed does belong to the Centre but is currently used as storage for the Centre. This could be something for the committee to look into in the future.

4. Minutes of meeting held on 22nd February 2023 were agreed to have some minimal amendments required. On the basis that the minutes will be updated by the Clerk they were agreed and proposed as an accurate record by Cllr L George and seconded by Cllr P Skitt.

5. Councillor Co-option There is still one vacancy on the council which will continue to be advertised via the noticeboards, website and Facebook page.

6. Cllr Les George Report:

- **Cemetery details:** Cllr L George found details from when the cemetery in Llanwnog was built which he has passed on to the Clerk to keep on file.
- **Police meeting** at Hafren Theatre will be hosted by the Police Commissioner and open to all. Details have been sent out by the Clerk.
- **Dwr Cymru:** have sent out a survey if people wish to complete.
- **Event for Casey Breese:** there is a concern over the bridge for pedestrians and having lots of people using it for events.
- **Church House development in Llanwnog:** Manweb will be sorting out the electricity lines mentioned. Cllr L George stated that he has been asked about it by the solicitor. Cllr L George confirmed that CCC want to ensure the legalities are in order.
- **Coronation:** open day went ahead and decision was made regarding purchasing a tree and bench but an event will not be organised.

7. Long Term Agenda Items and Projects:

The following points have not yet had any updates:

- a) Pedestrian crossing in centre of Caersws
- b) Caersws bridge & Roundabout scheme
- c) Pavement widening between Premier Shop and car park
- d) **Road markings at Weig Lane crossing:** Russell George SM met with Network Rail recently so the Clerk chased up the outcome. Russell Georges office confirmed that Network Rail said that

they would look into it and get back to him. I have asked for an update once there has been a response.

e) Manthrig Brook Flooding issues

Clerk requested a further meeting with Russell George but it was suggested to wait as there may be some movement on some of the above and he is hoping for some updates soon and to wait for this before arranging a meeting.

8. Place Plan Committee

- a) **LDP:** No further info on the LDP has been received for some time.
- b) **Active Travel Plan:** Nothing more on this currently, Clerk has asked Russell for information of any updates on this and is waiting on a response.

9. Matters Arising:

- a) **Maesawelon car parked long term:** Clerk contacted PCSO's Gemma and Rhiannon for an update on this. Police have done all they can with this issue. Clerk to contact Powys CC and see if they are able to get it resolved.
- b) **Finance & Governance Toolkit:** Ongoing, Clerk to draft some further information in the document and then meet again with Cllr A Wallbank and Cllr D Collington.
- c) **Training Plan:** Cllrs have looked at the training plan drafted by the Clerk and Cllrs discussed and all present agreed to approve the training plan. Clerk to send details to Cllrs of what they need to attend and what dates are available.
- d) **Plan in case Clerk is unavailable:** Clerk has started drafting a plan and sent on to Chair Cllr P Breese and Cllr C Brooks. Cllr C Brooks confirmed that he will take a look and get back to the Clerk with some comments.
- e) **Alternative bank account options (Unity Trust & NatWest Bankline info):** Cllrs discussed the options further and all Cllrs present agreed for the Clerk to do an account switch to a different NatWest account which will be eligible for Bankline which is a free service. Clerk to action this.
- f) **Farm Watch:** This has been formally launched. People should know that they don't need to sign up with their full details and can simply sign up for the messaging if preferable. Cllr L George will put some forms at the Mill and others will take copies and mention to others in the area too.
- g) **Bus shelter; cleaning:** Clerk received 2 quotes, 1 was very high so Chair confirmed to go ahead with the cheaper quote of £90 to clean the three bus shelters (once). Waiting for the cleaning to be completed.
- h) **Website:** The Clerk has put together some information for what is required for a Council website in order to start gathering some quotes. Clerk has had contact with OnTRac who are based in Newtown and have asked for some more details. She has also contacted Vision ICT Ltd who are recommended by One Voice Wales.
- i) **Drain blocked up the Bwlch y Garreg road overlooking the lake:** nothing more received on this from Highways, Clerk chasing up when it will be sorted.
- j) **Lighting at Caersws Bus Stop (opposite Buck Inn):** waiting for street lighting to confirm that the wattage has been changed. Clerk to chase.

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

- a) **Recreation Association:** Concerns over the footpath near to the football club as it crosses the rail track. Clerk contacted Right of Way Powys who confirmed that they expect that most people will utilise the rail tunnel to access the recreation land
- b) **Local Resident:** Llanwnog Church car park and path access. There is concern that new people have moved into the property (old school) which owns the land which has been used as a car park for the Church over recent years. Cllr L George has spoken to the new owners who have confirmed that the car park and path to the church are on the deeds of the property, however they are happy for people to utilise the path to get to the church. Cars will not be permitted on their land however. Cllrs felt that this was fair enough and that it is very kind of them to allow people to use the route over their land to access the church.
- c) **CPRW:** Call in request for planning application Penstrowed (22/1966/FUL). Cllrs agreed that this application is not relevant to CCC.
- d) **One Voice Wales:** Understanding the sources of phosphorus in our rivers. Information noted, no action.
- e) **IRPW for Wales:** Annual Report. The costs for Cllrs have been confirmed as going ahead. Cllrs are however able to opt out of receiving the payments if they wish. This needs to be done in writing to the Clerk (email is fine).
- f) **One Voice Wales:** Membership for 2023/24. Membership for 2023/24 will be £294.00. Cllrs present agreed to continue membership with One Voice Wales.
- g) **Clatter Community Centre:** Clatter Business Plan. Bob Wright addressed the Council regarding this at the start of the meeting.
- h) **One Voice Wales:** Open spaces and paths: a new guide to protection. Information noted, no action.
- i) **Andrew Evans;** Caersws & Clatter grass cutting 2023. Andrew Evans has confirmed that he can do the grass cutting again this year but with a 5% increase in price. Clerk along with Cllr D Collington

and Cllr A Wallbank to consider grass cutting contracts when they next meet regarding finances. Cllrs present agreed to continue with Andrew Evans cutting the grass and agreed the increase.

- j) **Audit Wales:** Completion of Audit. Clerk has received completion reports for accounting years 2019/20, 2020/21 and 2021/22. These are long overdue although they were sent within the requested timescales originally. The audit for 2021/22 was a full detailed audit which is something new the auditors are doing every 3 years. There are a number of points raised within the auditors report that I should possibly be challenged. Cllrs suggested that Cllr D Collington and Cllr A Wallbank can go through the audit reports with the Clerk.
- k) **One Voice Wales:** Digital Health of Community & Town Councils. Information noted, no action.

11. Donations:

- a) **Clatter Community Centre** request for funds for Coronation Celebrations. Clatter Community Centre have sent a completed funding request form to the Clerk which was forwarded to Cllrs before the meeting. £400 has been requested. Cllrs present were in agreement to provide the £400 funding.

12. Planning:

- a) **Application Reference: 23/0459/FUL** Grid Reference: E:304154 N: 294078 Proposal: Conversion and extension of former cowhouse (agricultural building) into holiday accommodation together with formation of vehicular access and installation of septic tank Site Address: Building At Castle Wood, Llanwnnog, Caersws, Powys SY17 5QP
Cllrs discussed the above planning application and have no objections.

13. Caersws Public Conveniences:

- a) **Doors:** Clerk and Cllr C Brooks to discuss door repairs.
- b) **Blockages/vandalism:** Clerk has requested 2 quotes for CCTV which are yet to be received. Cllr C Brooks has passed a quotation on to the Clerk from his son. Clerk to chase the other 2 quotes to have 3 to compare.
- c) **Electricity Bills:** Clerk has received a letter stating that rates will be changing and that CCC has the option to request to change to a different rate. Letter to be scanned and emailed to Cllrs. Clerk to look into quotes from other providers. A fixed rate may be better but no more than 12 months as rates are changing frequently.

14. Cemeteries:

- a) **Risk Assessments:** Cllr D Lowe carried out the risk assessment. Pryce Higgs headstone is wobbly. Clerk to look into whether there are records of the family that can be contacted.
- b) **Shiloh Clatter Graveyard:** Cllr A Wallbank has picked up all of the burial records from the trustees. He and Cllr C Brooks will go again to the graveyard and make a plan of what needs to be done.

15. Finances:

- a) **Account balances:**
Current Account = £36,304.36
Reserve Account = £42,039.45

b) Bills to be paid:

| | | |
|---|--------------------------------|-----------|
| Sophie Palmer | Clerks salary (Mar 23) | £830.15 |
| Sophie Palmer | Clerks expenses (Mar 23) | £34.61 |
| M Revenue & Customs | PAYE Tax for Clerk (Mar 2022) | £33.82 |
| Hugh Jones | WC Cleaning (Feb 23) | £240.00 |
| Nigel Price Driveways and Landscape Ltd | Llanwnnog roadway resurfacing | £6,054.00 |
| SLCC | Clerks Membership 2023/24 | £132.30 |
| One Voice Wales | CCC Membership 2023/24 | £294.00 |
| EOM | WC retainer (Jan, Feb, Mar 23) | £180.00 |
| One Voice Wales | Cllr Training fee | £35.00 |
| Clatter Community Centre | Coronation celebrations | £400.00 |

Direct Debits:

| | | |
|-------------------|--|---------|
| Southern Electric | Caersws WC Electricity (Mar 2023) | £ |
| PC-Q Solutions | Laptop security, maintenance, virus protection | £28.23 |
| Hafren Dyfrdwy | Water – WC (quarterly) | £336.85 |
| Hafren Dyfrdwy | Water – cemetery (quarterly) | £22.36 |

Bills to be paid were agreed and proposed for payment by Cllr L George and seconded by Cllr C Woosnam.

a) Income received:

| | | |
|--------------------------|-----------------|-----------|
| WC revenue | Not yet counted | |
| M Jones funeral director | New burial | £236.25 |
| HMRC | Tax repayment | £2,489.79 |

16. Councillor Comments:

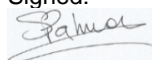
Cllr C Brooks: Asked who owns the war memorial, who maintains it and who insures it. Ownership was raised some time ago, Clerk to confirm what the outcome of this was and confirm who owns the memorial. Clerk believes the war memorial may be on CCC's insurance but will also check this. CCC did access a grant a few years ago in order to renovate the war memorial. There was someone in the village who used to clean the memorial but otherwise there is no schedule of maintenance.

Cllr D Lowe: made a suggestion to leave a part of the graveyard in Shiloh to grow wild. Cllrs felt this is not the place to have wild grass as it will look messy and probably wouldn't grow wild flowers etc straight away.

17. Date of next meeting: The next meeting will be held on Wednesday 26th April 2023 at 7.30pm at Caersws Village Hall.

Chair Cllr P Breese thanked everyone for attending and closed the meeting at 9.38pm.

Signed:



Sophie Palmer (Clerk & RFO)

DRAFT