

YSCIR COMMUNITY COUNCIL

Minutes of the Council meeting, held on 21 March 2018 ,
at 7.30pm at Cradoc Golf Club

Councillors Present: Jane Price
Bob Wood
Valerie Davies
Kate Dunning
Tess Birtles

Also present: Michael Westhorpe (Clerk)
Cllr Iain McIntosh

1. Apologies for absence

1.1 Apologies were received from Cllr Dilys Davies (lambling) and Cllr Geoff Watkins (family illness).

2. Declarations of Interest

2.1 There were no declarations of interest.

3. To confirm the Minutes of the Council Meeting held on 10 January 2018

3.1 It was agreed that the minutes should be signed as a true and accurate record of the last meeting.

4. Information from Minutes - Clerk's Report

4.1 Under 3.1 and 5.1 the Clerk reported that he had asked PCSO Emma Jackson to issue warning notices to people who parked their cars close to the junction of Cradoc road with the Aberyscir road. He had received a reply from PCSO Jayne Briggs stating that she would ask PCSO Jason Hawkins to look into the matter. The Clerk was asked to clarify who the Council's contact officer was.

4.2 Cllr Bob Wood queried whether a response had been received about cleaning the road to the church as no action had been taken. No response had been received and it was agreed to raise this matter with Cllr Liam Fitzpatrick and visit the road on 28 March.

5. Wales Audit Office Report on Financial Management (circulated by email)

5.1 The Clerk reported that a national study of internal audit practices would take place this year. The Clerk thought that the Council's level of internal audit work was at the minimum required but that any increase in service would require the Council to pay for the service. The Council confirmed that it thought the current level of internal audit was appropriate.

6) Risk Assessment Review

6.1 The Clerk reported that the noticeboards, troughs and seat had been checked and were structurally sound. The Council considered the risk assessment throughout all sections and agreed that all necessary measures were in place. The Council approved the risk assessment.

7) Internal Audit review and appointment of internal auditor

7.1 A letter of appointment to Mr Paul Arthur ,the internal auditor was approved.

7.2 The Council considered and approved the audit plan and question/action list. It was agreed that within the context of a Council of the size of Yscir, each area complied with the requirements of the Wales Audit Office.

8) To confirm the Minutes of the Planning Committee meeting held on 22 February 2018

8.1 The minutes were agreed to be a true record of the meeting and were signed by the Chairman.

9) Consideration of report on Councillor remuneration:

9.1 The Clerk explained that councillors could claim an allowance of £150 per year for costs incurred in their work as a community councillor. This was a decision for individual councillors. No councillors decided to accept the allowance at this time.

9.2 It was decided that councillors could claim a mileage allowance if they had to travel long distances on council work.

10) Financial Matters

10.1 The clerk's hours (17.4), expenses (£12.15) and pay (£149.93) for January and February plus expenses for working from home (£208) were approved.

10.2 Membership of One Voice Wales at £63 was renewed.

10.3 The cashbook indicated that after the expenditure approved at the meeting there would be a balance of £2,951 in the bank. This is £180 more than predicted in January due to the Clerk working less hours than expected.

11) To determine whether to produce a Community Emergency Action Plan

11.1 After discussion it was decided that a short document, focusing mainly on contact details would be a useful tool to assist the emergency response services. It was agreed that Cllrs Kate Dunning and Tess Birtles would meet with the Clerk to produce a draft document.

12) To consider the results of the speeding survey in Yscir and the introduction of community speedwatch groups.

12.1 Cllr Iain McIntosh reported that the results of the speeding survey showed that many vehicles were exceeding the speed limit in Cradoc. He was going to set up a community speedwatch initiative throughout the Yscir area. Cllrs Tess Birtles and Kate Dunning volunteered to be trained for this initiative.

13) Progress report on the registration of common land in Battle

13.1 The Clerk reported that he had identified two maps showing the boundaries of Battle Common. However, in order to process the application to have the incorrect boundary amended, legal documents about the creation of Battle Common were required. It was suggested that it might be worthwhile to employ a specialist for this task. The Clerk said that he would spend no more than an hour trying to find the relevant documents. He was also going to speak to Mr Ryan Williams to see if he could offer any advice.

13.2 Witness statements from long term residents would be helpful and Cllr Bob Wood volunteered to collect these when an application was ready to be submitted.

14) To determine whether to organise a litter pick in Yscir (see email)

14.1 After discussion it was agreed to see if people were interested in doing a litter pick by advertising this in the newsletter and on the website/facebook page. Cllr Iain McIntosh volunteered to participate in any litter pick that took place.

15) To approve the draft Newsletter and determine distribution arrangements

15.1 Mrs Liz Westhorpe was thanked for her work on the newsletter. The following changes were agreed:

a) to reduce the size from 10 to 8 pages by reducing the size of the school article and reorganising the article on council membership changes.

b) to move the Chairman's article to the front page

c) minor grammatical changes

d) to move the defibrillator photo to the Golf Club page.

15.2 The following changes to last year's distribution arrangements were agreed:

- a) Cllr Kate Dunning to do Cradoc;
- b) Cllr Valerie Davies and Cllr Tess Birtles to split Aberyscir;
- c) Cllr Jane Price to do Battle
- d) Clerk to do Fennifach

16) To consider councillor support for the Website and Facebook page

16.1 Cllrs Valerie Davies and Kate Dunning had volunteered to assist with the website and facebook pages. It was agreed to pay for training for them to be able to administer the website.

17) To consider whether to apply to have Cradoc Telephone Box converted to a defibrillator base. (Cllr Iain McIntosh)

17.1 Cllr Iain McIntosh said that he had been made aware of several successful conversions of telephone boxes to defibrillator bases. Councillors thought that due to objections by Highways, the telephone box would have to be moved before it could be used by the community for other purposes. It was agreed to try and raise awareness of the existing defibrillator at Cradoc Golf Club. It was also agreed to consider moving the telephone box at the next meeting.

18) To determine whether to get the Green Lane cleared of vegetation

18.1 Cllr Jane Price reported that the Green Lane was becoming choked with vegetation again. It was agreed to ask the Probation Service if they could assist again.

19) Correspondence

- a) Santander Annual Meeting
- b) British red Cross - request for financial assistance
- c) Walk for Life - request by the Kidney Wales Foundation
- e) Police and Crime Commissioner Newsletter**
- f) Santander Annual Tax Voucher
- g) Bronllys Well Being Park Newsletter**
- h) Review of Community and Town Council newsletter**
- i) One Voice Wales - Data Protection Toolkit**
- j) Thank you card from Mr and Mrs Tompkins re. seat
- k) Children's Wales Air Ambulance Appeal- request for financial assistance**
- l) BBNPA Community Newsletter
- m) Guidance on review of community councils**

PCC = Powys County Council; BBNPA = Brecon Beacons National Park Authority

* circulated by email

** received by email but not circulated

20) Any planning applications that arrived after the papers were sent out.

20.1 Brecon Beacons National Park Authority were consulting on no longer sending planning applications by post. It was decided not to raise any concerns about this.

20.2 The Clerk agreed to notify Cllr Iain McIntosh of planning applications in the National Park.

21) Issues to be raised with Powys County Council

21.1 Cllr Jane Price reported that lights in the car park at Cradoc school were on all night. It was agreed to raise this the head teacher.

22) Confirmation of date and times of next meeting: Wednesday 23 May 2018 (7.30pm) at Cradoc Golf Club

The meeting closed at 9.00pm