



# Yscir Community Council

## Clerk

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**A Meeting of Yscir Community Council will be held at Cradoc Golf Club  
on Wednesday 3 July 2019 at 7.30pm**

## AGENDA

- 1) Apologies for absence
- 2) Declarations of Interest
- 3) Minutes of the Council Meeting held on 8 May 2019
- 4) Clerk's report including information from minutes
- 5) Report from Cllr Iain McIntosh on Dyfed IT installation, potholes, debris left in the road after hedge cutting, and speed awareness.
- 6) To note correspondence about unauthorised alterations to the Green Lane in Battle
- 7) Planning Application 19/0907/HH : Erection of an outbuilding for ancillary domestic use  
Site Address: Siloam Shalom, Aberyscir, Brecon, Powys LD3 9NW
- 8) Financial Matters
  - 8.1 To approve the Clerk's hours and expenses for May and June
  - 8.2 To approve the Clerk's membership of the Society of Local Council Clerks (SLCC)
  - 8.3 To authorise the following payments:

Cheque	Payee	Description	Amount excl VAT	VAT	Total
258	Ian Griffiths	Sports Committee - marquee	£500.00	£0.00	£500.00
259	SLCC	Membership	£63.00	£0.00	£63.00
260	HMRC	PAYE for April to June	£91.60	£0.00	£91.60
261	Mr M Westhorpe	Clerk's Pay May and June	£178.92	£0.00	£178.92
262	Mr M Westhorpe	Clerk's Expenses May and June	£29.65	£0.00	£29.65
263	SLCC	Attendance at Training Course	£40.00	£0.00	£40.00

- 8.4 To note the financial position of the Council as contained in the budget monitoring spreadsheet and cashbook
- 9) To receive a verbal report from the Clerk of his attendance at a SLCC training event
- 10) Any planning applications that have arisen after the agenda was sent out

- 11) Correspondence
  - a) One Voice Wales: -online learning modules\*
  - b) Bobarth, request for funding
  - c) Play for Wales
  - d) internal audit webinar\*
  - e) Woodland Trust: -is there a tree you wish to champion\*
  - f) invitation to AGM of Powys Local Teaching Health Board on 31 July 2019\*\*

\* circulated by email  
\*\* received by email but not circulated
- 12) To consider whether to nominate the old tree by the church for Tree of the Year.
- 13) Update on barking dogs (Cllr Tess Birtles)
- 14) Issues to report to Powys County Council
- 13) Confirmation of date and times of next meeting: Wednesday 21 August 2019 (7.30pm) at Cradoc Golf Club



Michael Westhorpe  
Clerk to Yscir Community Council

# YSCIR COMMUNITY COUNCIL

Minutes of the Council meeting, held on 8 May 2019,  
at 7.30pm at Cradoc Golf Club

**Councillors Present:** Jane Price  
Valerie Davies  
Kate Dunning  
Bob Wood  
Dilys Davies

**Also present:** Michael Westhorpe (Clerk)  
Cllr Iain McIntosh  
Andrew Smurthwaite (Observer)

1. Apologies for absence
  - 1.1 There were apologies for absence from Cllr Tess Birtles. Cllr Iain McIntosh apologised that he would have to leave early to attend a meeting of Trallong Community Council.
2. Declarations of Interest
  - 2.1 There were none.
3. Election of Chairman
  - 3.1 Cllr Jane Price left the room. Cllr Bob Wood took the chair and proposed Cllr Jane Price as Chairman. There was unanimous support so Cllr Jane Price was unanimously returned as Chairman.
4. Chairman's Declaration of Acceptance of Office
  - 4.1 Cllr Jane Price signed the appropriate form in the presence of the clerk.
5. Election of Vice-Chairman
  - 5.1 Cllr Bob Wood left the room. Cllr Kate Dunning proposed Cllr Bob Wood and this was seconded by Cllr Dilys Davies There were no other nominations. Cllr Bob Wood was unanimously elected as Vice-Chairman.
6. To confirm acceptance of the Code of Conduct and to update the register of Members' interests.
  - 6.1 All members confirmed their acceptance of the code of conduct and updated their register of interests.
7. Minutes of the Meeting held on 27 March 2019
  - 7.1 It was agreed that the minutes should be signed as a true and accurate record of the last meeting.

8. Clerk's report including information from minutes
- 8.1 Under 9.1 the Clerk reported that he had not heard back from Jo Lancey regarding pedestrian warning signs on the Aberyscir road and would have to contact her again.
- 8.2 Cllr Iain McIntosh provided a brief update on the Dyfed IT project. Another mast would be erected soon, when planning permission had been approved and, in the meantime, Dyfed IT had been installing hardware into properties that would be served by the mast. It was thought that around 150 properties would be connected by the end of the project, with the possibility of more properties being added once existing contracts expired.
- 8.3 Under 19.1 Cllr Iain McIntosh said that he not recieved a reply to his query about hedge cutting debris being left on the road and would contact Highways again.
- 8.4 Under 23.1, Cllr Iain McIntosh reported that he had been frustrated by the lack of action by Powys County Council and had been marking the pot holes with blue paint. He was thanked for his efforts to address this problem.

## **9. Minutes of the Planning Committee meeting held on 26 April 2019**

- 9.1 These were agreed

## **10. To review the Council's Financial Regulations**

- 10.1 The clerk explained that he had updated and simplified these wherever possible to take account of the Council's size.. These were unanimously approved

## **11) To review the Council's Standing Orders**

- 11.1 The clerk said that he had simplified and shortened these to reflect the way the council worked. He was thanked for this and the standing orders were unanimously approved

## **12) To confirm membership of the Planning Committee**

- 12.1 It was agreed that all councillors would be members of the planning committee. It was confirmed that the remit of the Planning Committee would be to consider any planning applications that cannot be considered at a scheduled council meeting and to make responses to the relevant planning authority.

## **13) To approve the Information And Data Protection policy, Privacy Notice and Data Audit, updated to take into account the General Data Protection Act**

- 13.1 These policies had not changed from last year and were re-approved.

## **14) To review the newsletter distribution arrangements and update property lists**

- 14.1 The arrangements had worked well. In some cases there were additional properties not on the distribution lists but there were sufficient spare newsletters to cover these.

## **15. To consider any suggestions put forward for a war memorial**

- 15.1 Following the article in the newsletter, it was confirmed that nobody in the community had expressed any ideas for a war memorial. Given the lack of interest from the community it was decided not to pursue this any further. It was agreed to ask Cllr Geoff Watkins to report back to the constituent who had first proposed the idea.

## **16. To review the Litter Pick arrangements**

- 16.1 Cllr Valerie Davies suggested that the footpath to Cradoc school that cuts off the corner of the Aberyscir road should be included in the next litter pick. Cllr Kate Dunning added that the area outside the Old Smithy up to Oakfield Park should also be included. Both these suggestions were agreed.
- 16.2 Disappointment was expressed at the large number of lager cans found on the road past the Crug. Consideration was given to having an extra litter pick along this road but it was

- thought that the long grass in the summer would make this difficult.
- 16.3 It was agreed that the next litter pick would be after the verges had been cut, probably in November.
- 17. To approve the Clerk's attendance at a SLCC training course in Llandrindod, cost £40**
- 17.1 It was clarified that SLCC was the Society of Local Council Clerks. Attendance on this course was approved.

Cllr Iain McIntosh left the meeting at this point.

**18) Financial Matters**

- 18.1 The Clerk reported that he had a positive meeting with Mr Arthur, the internal auditor. Mr Arthur's report was noted and the Council expressed its gratitude for his work.
- 18.2 The Chairman read through each section of the Annual Governance Statement, affirming each statement in turn. A question about the remit of committees required a negative response for 2018/19. This had been addressed for 2019/20 by clarifying the remit of the planning committee in the minutes. After all the statements had been answered, the Council approved the Annual Return and the Chairman signed the form.
- 18.3 The clerk's hours (47 hrs), pay (£414.70) and expenses (£19.35) for March and April were approved. The following expenditure was also approved:  
PAYE for January to March (£106)  
Newsletter printing costs (£160)  
Litter Pick refreshments (£20)
- 18.4 The Council noted that the budget monitoring statement predicted an end of year balance of just over £2,600. The Clerk explained that the May bank statement had not been received but he thought the current cash balance should be just over £3,000, taking into account the first precept payment.

**19. To note the response received by Environmental Health about barking dogs**

- 19.1 The clerk reported the following advice which had been received from Environmental Health (EH) about the nuisance caused by the barking dogs:
- 1) EH can only investigate a complaint from someone who is experiencing the nuisance directly. The complainant cannot be anonymous but the person's identity is initially kept confidential ( but see point 5 below).
  - 2) A log should be kept of all times that the complaint is experienced.
  - 3) If EH decide to investigate the complaint, they will put in noise monitoring equipment for a maximum of one or two weeks.
  - 4) If as a result of 3), EH decide to proceed, they will issue an Abatement Notice
  - 5) At this point, the complainant's identity would be made public.
  - 6) If the barking continued, the noise monitoring equipment would be used again to gather proof.
  - 7) This could then lead to prosecution.
  - 8) For EH to take action, the nuisance must be regular, not sporadic.
- 19.2 Cllr Dilys Davies reported that she had talked through this advice with the complainant and that extra efforts had been made to reduce the dogs barking, using sonic devices.

**20 Planning Application 19/17325/FUL (BBNPA) : proposed extension to raise walkway to allow access from house to garden**

- 20.1 After discussion, there were no objections to this planning application.

**21 To consider a request for £580 to pay for a new roof for the marquee for the Sports Committee**

21.1 A letter from the Sports Committee dated 30 April 2019 was discussed. Before the costs were known, £500 had been allowed in the budget for a new marquee roof. The Council was keen to stay within its budget provision and decided to allocate a grant of up to £500. The Council thought that the Sports Committee should be able to raise the other £80.

22) **Correspondence**

- a) request for support for Marie Curie Hospice
- b) Police and Crime Commissioner Community Fund\*\*
- c) Code of Conduct training \*

\* circulated by email\*\* received by email but not circulated

23) **Issues to report to Powys County Council**

23.1 Other than the potholes, which had been discussed, there were none.

24 **Any planning applications that arrived after the agenda was sent out**

There were none.

25) **Confirmation of date and times of next meeting: Wednesday 3 July 2019 (7.30pm) at Cradoc Golf Club**

The meeting closed at 8.17pm

Agenda item 8.4

July 2019

Opening Balance £2,813

	Expenditure to date	Profiled expenditure to date	Variance	Budget 2019-20	Expenditure 2018-19
Insurance	£0	£0	£0	£180	£168
Audit fee	£0	£0	£0	£200	£183
Clerk's salary	£791	£1,166	£-375	£2,000	£1,857
Clerk's expenses	£49	£64	£-15	£400	£368
Newsletter	£160	£200	£-40	£200	£153
SLCC and One Voice	£63	£65	£-2	£130	£125
Contingency	£0	£0	£0	£0	£0
Website	£0	£0	£0	£180	£163
C C election (uncc)	£0	£0	£0	£0	£0
C C election (cont)	£0	£0	£0	£0	£0
Sports Committee	£500	£500	£0	£500	£0
Training Courses	£40	£40	£0	£100	£45
Brecon Town Council (tourism support)	£0	£0	£0	£100	£100
Litter Picks	£20	£23	£-3	£70	£40
Data Controller Re	£0	£0	£0	£35	£35
Projects	£0	£0	£0	£0	£92
Councillor expenses	£0	£0	£0	£50	£0
VAT to reclaim	£0	£0	£0	£60	£60
<b>Total expenditure</b>	<b>£1,623</b>	<b>£2,058</b>	<b>£-435</b>	<b>£4,205</b>	<b>£3,389</b>

Actual overall expenditure for year

Income :precept	£3,656
Income Santander	£12
Income: vat refund	£60
other income	
<b>Total Income</b>	<b>£3,728</b>
<b>Projected closing balance at 31.3.20</b>	<b>£2,771</b>