

YSCIR COMMUNITY COUNCIL

Minutes of the Council meeting, held on 6 May 2020
at 7.30pm by videoconferencing

Councillors present: Valerie Davies Geoff Watkins
Jane Price Kate Dunning

Also present: Michael Westhorpe (Clerk)
Cllr Iain McIntosh

1. Apologies for absence

1.1 Cllr Jane Price thanked everyone for taking part in the second video conferencing meeting. There were apologies for absence from Cllr Bob Wood and Cllr Dilys Davies

2. Declarations of Interest

2.1 There were none.

3. To confirm acceptance of the Code of Conduct and to update the register of members' interests

3.1 All members present confirmed their acceptance of the Code of Conduct. There were no changes to the register of interests.

4. Minutes of the Meeting held on 25 March 2020

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

5. Information from Minutes - Clerk's Report

5.1 Under 13 the Clerk reported that the council had been successful in its application for a butterfly garden at Cradoc school. The project cannot start until the movement restrictions have eased and Cradoc school is open again.

6. To review the Council's Financial Regulations

6.1 There had been no changes and they were unanimously approved.

7. To review the Council's Standing Orders

7.1 There had been no changes and they were unanimously approved.

8. To confirm membership and remit of the Planning Committee

8.1 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 meeting council meeting and to make responses to the relevant planning authority.

9. To adopt the model Local Resolution Protocol

9.1 This protocol for handling complaints had been produced by One Voice Wales and was unanimously adopted.

10. To determine if any action should be taken with regard to the complaint received about loud swearing whilst a person was training his dogs

10.1 The complaint was discussed with all members expressing their views. It was confirmed

that the Community Council had no authority to take action in this matter. The Clerk was asked to write to the complainant saying that this matter should be taken up with the Police if it occurred again.

11 Financial Matters

- 11.1 The Clerk reported that, due to the threat of Covid 19, it would not be possible for Mr Arthur to undertake the internal audit in the foreseeable future. The Clerk had approached Jane Johnston, the Clerk of Llandrindod Wells Town Council to see if she would be prepared to undertake the internal audit remotely. She said that she would at a rate of £20 per hour; she thought that the audit would take around 3 hours.
After discussion it was agreed to ask Jane Johnston to be the internal auditor for 2019-20 accounts, using the agreed letter of appointment and remit of the internal auditor. This was proposed by Cllr Kate Dunning and seconded by Cllr Geoff Watkins.
- 11.2 The accounting statement of The Annual Return, which had been previously circulated, was approved, subject to possible amendment when the internal audit report is completed.
- 11.3 The Clerk's hours (37), pay (£329.27) and expenses(£57.60) for March and April were approved. It was noted that the clerk's hours were less than the previous year, partly because work on the internal audit had not taken place. The HMRC PAYE payment of £97.60 was approved.
- 11.4 The Council noted that the cashbook showed a balance of £2,443 after the above payments were taken into account but this did not include the first precept instalment which would take the balance to around £3,500. The budget monitoring spreadsheet showed an early underspend of around £600.
- 11.5 The Clerk reported that it was no longer possible for him to complete the HMRC PAYE returns as his computer did not support the most recent upgrade to the software used. Cllr Valerie Davies had downloaded the software to her computer and completed the return on the Clerk's behalf. She was thanked for this by the Council and by the Clerk. Cllr Valerie Davies said that she was happy to continue doing this and Cllr Jane Price asked that if she incurred any expenditure on this, it should be reimbursed by the Council. This was agreed though it was thought unlikely to occur.

12 Correspondence

- a) Regulations allowing remote meetings to be held

13. Issues to report to Powys County Council

- 13.1 Cllr Iain McIntosh said that he would be raising several questions at a full meeting of Powys County Council on 7 May 2020. Powys Teaching Health Board were insisting that personal protective equipment (PPE) made by volunteers at Christ College should not be used until it had been formally approved. This could take weeks. The PPE was made from the same template as other producers and was being used in Gwent so Cllr Iain McIntosh was hoping that Powys County Council would ask Powys Teaching Health Board to let the PPE be used.
- 13.2 Cllr Iain McIntosh said that he was also asking questions about Sports Club grants and Business Grants and enquiring why some people were not receiving their shielding letters.

14 Consideration of any planning applications received after the agenda was circulated

- 14.1 There were none.

15. Confirmation of date of next meeting: Wednesday 8 July 2020 (7.30pm)

It is likely that this meeting will need to be held by videoconferencing

The meeting closed at 8.10pm