



# Yscir Community Council

## Clerk

Mike Westhorpe, Far Cottage, Penoyre, Cradoc, Brecon, Powys LD3 9LP  
01874 623774 clerk@yscir.net

There will be a videoconferencing meeting of Yscir Community Council on:

**Wednesday 20 January 2021 at 7.30pm using Zoom**  
**Please contact the clerk if you wish to observe this meeting**

## AGENDA

- 1) Apologies for absence
- 2) Declarations of Interest
- 3) To confirm the Minutes of the Council Meeting held on 25 November 2020
- 4) Information from Minutes - Clerk's Report
- 5) Virtual meeting with PCSO 8166 Alex Daniels (around 7.50pm)
- 6) To consider further information on defibrillators
- 7) Update on the proposed schools transformation programme for Cradoc School
- 8) To determine whether to continue to support 'Visit Brecon'
- 9) To determine arrangements for the Spring Newsletter
- 10) To determine dates for meetings in 2021/22
 

|                                  |                  |                 |
|----------------------------------|------------------|-----------------|
| 24 March 2021 (already approved) | 12 May 2021      | 14 July 2021    |
| 25 August 2021                   | 24 November 2021 | 19 January 2022 |
|                                  |                  | 23 March 2022   |
- 11) Financial Matters
  - 11.1 To approve the clerk's hours and expenses for November and December , i
  - 11.2 To authorise the following payment:

| Cheque | Payee               | Description                           | £ exVAT | VAT   | Total   |
|--------|---------------------|---------------------------------------|---------|-------|---------|
| 301    | Mr M Westhorpe      | Clerk's Pay for November and December | £270.72 |       | £270.72 |
| 302    | Mr M Westhorpe      | Clerk's expenses                      | £12.90  |       | £12.90  |
| 300    | HMRC                | PAYE for October to December          | £131.60 |       | £131.60 |
| 303    | Audit Wales         | Annual Audit                          | £327.75 |       | £327.75 |
| 304    | Brecon Town Council | Visti Wales Tourism                   | £100.00 |       | £100.00 |
| 305    | SLCC                | Clerk's training                      | £25.00  | £5.00 | £30.00  |

- 11.3 To note the financial position of the Council as contained in the cashbook and budget precept spreadsheet (enclosed)
- 11.4 To receive the analysis of the Clerk's hours for 2020 (paper enclosed)
- 11.5 To set the budget and the precept for 2019 -20 (paper enclosed)
- 11.6 To confirm the appointment of Mrs Jane Johnston as internal auditor
- 12) Planning Application 20/19422/FUL : Construction of a new general purpose agricultural building for livestock housing and demolition of existing redundant farm building
- 13) To discuss the theft of the memorial plaque from Aberyscir Common triangulation point (Cllr Geoff Watkins)
- 14) To discuss the NHS, social care & frontline workers day 5th July 2021 ( see email)
- 15) Correspondence
- a) emails from Cradoc School about the possible closure \*
  - b) Police and Crime Commissioner survey on priorities\*
  - c) Powys Dyslexia Support Newsletter\*\*
  - d) Letter from Tracy Baines ( Jehova's Witnesses)
  - e) Section 137 discretionary expenditure limit for 2021/22: £8.41
  - f) Wales Air Ambulance request for funding\*\*
  - g) Home Start Cymru - request for volunteers

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

\* circulated by email

\*\* received by email but not circulated

- 16) Consideration of any planning applications received after the agenda was circulated
- 17) Issues to be raised with Powys County Council
- 18) Confirmation of date and times of next meeting: Wednesday 24 March 2021



Michael Westhorpe  
Clerk to Yscir Community Council

# YSCIR COMMUNITY COUNCIL

Minutes of the Council meeting, held on 25 November 2020

at 7.30pm by videoconferencing using Zoom

**Councillors present:** Valerie Davies                      Geoff Watkins  
Jane Price    Kate Dunning  
Rebecca Watkins

**Also present:** Michael Westhorpe (Clerk)  
Cllr Iain McIntosh  
Dilys Davies  
Bob Wood

**1. Apologies for absence**

1.1 Cllr Jane Price thanked everyone for taking part and welcomed Mr Wood and Mrs Davies to the meeting.

**2. Declarations of Interest**

2.1 There were no declarations of interest

**3. To co-opt Mr Bob Wood and Mrs Dilys Davies onto the Community Council**

3.1 As nobody else had put their name forward for co-option, there was no need for a vote. Bob Wood and Dilys Davies were re-elected to Yscir Community Council.

**4. To confirm the minutes of the Council Meeting held on 10 October 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 item 5 Cllr Jane Price explained that she had withdrawn her request for funding for CCTV even though the Police were supportive of the idea. There were too many complications and a lot more paperwork required if public funding was used.

5.2 The Clerk reported that the butterfly garden had been installed at the school.

5.3 Under item 11, work had been started on making the website compliant with accessibility regulations.

5.4 Under item 12, the Clerk reported that he had received a telephone call from the second in command of the Army base who said that he was following up the complaint about their large vehicle causing congestion with the commanding officer of the base from where it came. The Council was pleased to hear that action was being taken.

*PCSO Alex Daniels had been expected to join the meeting but was not heard from (apologies received later).*

**6. To consider whether to pursue an application for another defibrillator using Community Heartbeat Trust**

6,1 The Clerk reported that he not heard back from Mr Fagan from Community Heartbeat Trust. Following discussion, the following points were made:

a) £2,000 was too much for the Council to pay for a defibrillator/associated costs;

b) the Clerk was asked to find out more information about the defibrillators at Trallong and Merthyr Cynog;

- c) Cllr Iain McIntosh offered to recirculate information he had received about grants and support for renovating telephone boxes;
- d) the community would be reminded about the defibrillator at Cradoc Golf Course in the next edition of the newsletter;
- e) the extra time taken to travel from the triangle in Cradoc to the Golf Club could make a real difference to the effectiveness of a defibrillator ;
- f) if they can be funded through grants, the more defibrillators there are in Yscir the better.

**7. Independent Remuneration Panel Report: councillors' allowances for 2021/22**

- 7.1 The Clerk reported that he had received responses from all councillor indicating that they would not be taking up the allowance of £150 per person.

**8. Update on the proposed schools transformation programme for Cradoc School**

- 8.1 Cllr Iain McIntosh reported that the school had had two meetings with the public, from which a group was being set up to oppose the possible school closure. However, not much could be done yet as Powys County Council has not published any formal consultation papers on the future of education in the area. Cllr Iain McIntosh was now on the Cabinet of Powys County Council and had been summoned to a meeting with the Head of Education which was due to take place next week.
- 8.2 There was some discussion on increasing awareness of the petition and it was agreed to put notices on the noticeboards and re-publish the petition on the community website and Facebook page.

**9. To consider the Clerk's pay for 2021/22 and an increase in non taxable homeworking allowance for 20-21**

- 9.1 Cllr Jane Price reported that she had emailed the councillors and it had been agreed that the Clerk should stay on the same pay point (top of recommended scale) and that an increase in the homeworking allowance from £4 to £6 a week from April 2020 was approved.

**10. Financial Matters**

- 10.1 The Clerk's hours (27.68), pay (£255.35) and expenses (20.25) for October were approved.
- 10.2 The Clerk reported that the annual invoice from Upper Bridge Enterprises (£195) for hosting the website had been received. There had been no increase in price and this expenditure was also approved.
- 10.3 The Clerk reported that the Council had received an unqualified audit report but that he had to change how the value of the Santander shares was recorded. As they resulted from demutualisation of a building society, they should be valued at £1 on the asset register, rather than current market value.
- 10.4 The Clerk reported that the audit arrangements were changing with a more detailed audit taking place every 3 years. This would result in additional costs to the Council.
- 10.5 The Council noted that the cashbook showed a balance of just over £3,200 after the above payments are taken into account. The budget monitoring spreadsheet showed an underspend of around £230 with a projected balance of £2,793 at 31 March 2021.

**11. To approve the minutes of the Planning Committee held on 4 November 2020**

- 11.1 These were approved.

**12. To consider whether the Council should support 'Playlist for Life'**

- 12.1 The email circulated by the Clerk was discussed. It was agreed that this was a good initiative ,to support people with dementia and those that are lonely, which should be publicised by the Council. As the Council did not have a hub it was decided not to become a Community Help Point but the Council would signpost the initiative through the Facebook page and newsletter.

**13. Report on the Clerk's attendance at the SLCC Virtual Annual Conference (cost £25)**

13.1 The Clerk reported that he had attended 4 sessions, the most helpful of which were on website accessibility and issues affecting small councils.

**14 Correspondence**

- a) CCTV consultation by Police and Crime Commissioner.
- b) Briefing sessions on changes to Neville Hall Hospital\*
- c) Powys Dyslexia Support Newsletter\*\*
- d) Brecon Advice Centre - Annual Report available\*\*
- e) Refill Wales introduction\*
- f) Citizen's Advice Bureau update\*

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

\* circulated by email

\*\* received by email but not circulated

14.1 Cllr Kate Dunning suggested that the Council should publicise and promote Refill Wales in the newsletter and on the Facebook page. This was agreed.

**15. Consideration of any planning applications received after the agenda was circulated**

15.1 There were none.

**16. Issues to be raised with Powys County Council**

16.1 There were none. (The damage to Aberyscir bridge has been repaired).

**17. Confirmation of date and times of next meeting: Wednesday 20 January 2021**

The meeting closed at 8.25pm

## Defibrillators

### 1. Introduction

- 1.1 Quite a few Powys councils have one or more defibrillators. Some have managed to get them cost free but most have had some costs, particularly when training and installation are taken into account.
- 1.2 Some defibrillators appear to require a heated cabinet. (Merthyr Cynog are waiting for a qualified electrician to install one at the church). At the Powys Clerks meeting it was suggested that the older ones needed a heated cabinet but the newer ones did not. Llangammarch have 3 defibrillators, two of which are heated and one ( a Zoll) isn't.
- 1.3 Cariad do service the defibrillators, but if you do it yourself <https://www.thedefibpad.co.uk/> is the go-to place for new pads.
- 1.4 Defibrillators can be registered with The Circuit - <https://www.thecircuit.uk/>
- 1.5 Cariad will train in usage, as will Welsh ambulance. Training also available from the British Heart Foundation and the Fire Service

### 2. Sources of Grant

- 2.1 British Heart Foundation (BHF) provide a grant of £600 (though applications are closed at the moment). Their defibrillators require a heated cabinet. The outstanding funds needed do not have to be raised before the BHF grant is approved.
- 2.2 Trallong received a grant of £500 from Brecon Rotary.
- 2.3 mycariad.org provides free AED training and I have requested information about grants for defibrillators. (Their defibrillators do not require an electricity source.)
- 2.4 Welsh Hearts provide a £200 grant, though whether this can only be used with their kit is unclear. They recommend a heated cabinet for outside installations. Cost taking into account the grant is £995 for SP1 IPAD defibrillator plus £495 for cabinet plus £100 if it goes into a phone box. See further information in Appendix 1.
- 2.5 Community HeartBeat Trust are linked in with BT for converting phone boxes. Their defibrillators looked expensive and they did not respond to my request for a zoom meeting. £75 worth of phone box paint would be provided if we are working with Community Heartbeat Trust. See Appendix 2.

### 3. Insurance

- 3.1 The Council is covered up to £5,000 for the defibrillators and £10m for public liability. There would be a cost to insure the telephone box for loss/damage. Full details in Appendix 3.
- 3.2 There is probably a greater risk of theft of the defibrillator from the telephone box than the one in Aberbran. It is likely that if a defibrillator was stolen, it may not be possible to get insurance cover for a replacement/insurance premium will go up.

### 4. Planning Consent for the telephone box

- 4.1 Listed building consent and planning permission may be required. Applications can be made without owning the telephone box but we have to inform BT if we do apply. It appears as if we will not know for sure if permissions are needed until more specific details are provided of alterations to the telephone box to fit the defibrillator.

### 5. Additional consideration

- 5.1 On one of the websites I visited it was suggested that the following will also be needed:
  - A towel, tissues, or wipes to dry the casualty's chest if it is wet or sweaty.
  - A razor to shave the casualty's chest.

- Scissors to cut away the casualty's clothing.
- A face shield for administering CPR.

## Appendix 1

### Welsh Hearts Information provided by Sheila Prosser

The Defibrillator we supply is the advanced dual functioning SP1 IPAD Defibrillator. Not only does this model carry out daily self-diagnostic tests, meaning maintenance is very limited but importantly this model can be applied to both an adult and a child at the flick of a switch rather than having to change the pads - thereby saving vital time! I attach the Information leaflet on the SP1 IPAD.

Additional products include external & internal cabinets and internal wall brackets. I would advise that if a defibrillator is to be kept outside then it must be housed in a heated locked or unlocked cabinet (usual minimum donation £495.00 unlocked & £525.00 locked). If housed in an old telephone box, you will need a Class 2 electrics (IP66 rated) external cabinet with additional fittings (extra donation requirement of £100.00). If kept inside, then you do not require any other equipment however some people have preferences for it to be kept either in an indoor unlocked cabinet (usual minimum donation £135.00) or on a wall hanger/bracket (usual minimum donation £85.00). The usual minimum donation costs do not apply in your instance as they have been reduced in the package deals below.

The usual cost for an SP1 IPAD Defibrillator is £1195.00 however taking into account our £200 donation, the required minimum donation for the Defibrillator alone is currently £995.00.

Included in the £995.00 is: Defibrillator

AED Battery

Carry Case

2 Sets of AED Pads

2 AED Starter Kits

Laminated AED Wall Sign

FREE Defibrillator Awareness and CPR training session for up to 50 people

- a HUGE saving!

In addition, the package offers we are able to provide to you are: SP1 IPAD Defibrillator & Internal Wall Hanger minimum donation £1045.00

Internal Unlocked White Cabinet £1095.00

SP1 IPAD Defibrillator &

External Unlocked Stainless Steel Cabinet £1395.00 (£100 extra if being placed in an old phone box)

SP1 IPAD Defibrillator &

SP1 IPAD Defibrillator &

External Locked Stainless Steel Cabinet £1425.00 (£100 extra if being placed in an old phone box)

The defibrillator itself does not require a power source (battery operated) but the external heated wall cabinet does - this being a standard 3 pin plug socket (Annual electric cost of approximately £8 per annum). The Defibrillator battery needs to be changed after 5 years and the Defibrillator pads expire after 2 years or each use (they are not re-useable).

The SP1 IPAD Defibrillator we supply comes with a 7 year Warranty which can be extended to a full 10 years upon simple registration with the manufacturer within three months of receiving the defibrillator.

IMPORTANTLY as mentioned above, as a charity we are fortunate enough to work alongside a team of ambulance service trained first aid responders which means we are able to provide a FREE CPR & Defibrillator Awareness Training session arranged at your location and convenience, for up to 50 people with the defibrillators we supply. This is usually a very high hidden additional cost when procuring a

defibrillator through other companies.

Should you wish to enquire further with regards obtaining a defibrillator from ourselves, please feel free to contact me directly by way of either email reply, telephone (02921661420) or by completing the short online application at: <https://welshhearts.org/apply-for-a-defib>  
(Lucy Dale, project manager 029 2166 1420)

## Appendix 2

**From:** Martin Fagan <[secretary@communityheartbeat.org.uk](mailto:secretary@communityheartbeat.org.uk)>

**Subject: Re: Hello email Cradoc kiosk**

**Date:** 7 September 2020 at 15:17:08 BST

**To:** Michael Westhorpe <[m.westhorpe@gmail.com](mailto:m.westhorpe@gmail.com)>, <[clerk@yscir.net](mailto:clerk@yscir.net)>

**Cc:** The Community HeartBeat Trust <[enquiries@communityheartbeat.org.uk](mailto:enquiries@communityheartbeat.org.uk)>

Good afternoon Mike

Great talking to you this morning. Please see the information on the kiosk in the village:  
01874622228

Kiosk Type: K6

Address: Pco Kiosk Cradoc Brecon

Postcode: LD3 9PD

Planning Authority: Brecon Beacons National Park

Annual Calls: 0

Annual Free Calls: 0

Annual Emergency Calls: 0

Parish: Yscir Community

Cashless: Yes

Listed: Yes

As mentioned, as the partner to BT, we are able to adopt kiosks on behalf of the community. There are a couple of conditions connected to this. Firstly we do not wish to retain the ownership, and so the community must agree to take the kiosk from us within a specified period of time. Secondly, we ask that if being used for a defibrillator, that the defibrillator package is bought via CHT, either as a purchase or a Managed Solution. We will ensure that the equipment used matches the requirements laid down by BT. To proceed with this please use the link below:

<https://form.jotform.com/comheartbeat/telephone-box-adoption-request>

To date we have adopted well over 1000 kiosks, but have only had issues with listing/planning in a small handful of cases, and these were easily overcome. We would be happy to liaise with the planning department for you if required. We also offer a service to place a 999 telephone back into the kiosk, if required.

As part of any project with CHT, we will also provide the red and gold renovation paint for the kiosk and can advise where to get replacement glass etc. You may like to consider sponsoring the panes of glass as other villages have done, using a local glazier. This can raise around £700 towards your costs, after expenses. Some photos attached. I would also suggest you look to tiling the floor too as this makes a huge difference.

In terms of equipment to place in the kiosks, there are several options, but as a guide only, please look at the below:

**Option 1** – External, with *unlocked* cabinet

Lifeline VIEW defibrillator (inc spare electrodes and carry case)

Shockbox Rotaid heated and unlocked cabinet with information backboard

Community/telephone signage

Delivery

= £1520

**Option 2** – External, with *locked* cabinet

Lifeline VIEW defibrillator (inc spare electrodes and carry case)

Shockbox Sentry heated and locked cabinet

Community/telephone signage

Delivery

= £1765

**Option 3** – External, with *unlocked* cabinet

Zoll AED 3 defibrillator (inc spare electrodes and carry case, visual CPR feedback, child/adult pads, paediatric algorithms)

Shockbox Rotaid heated and unlocked cabinet with information backboard

Community/telephone signage

Delivery

= £1925

**Option 4** – External, with *locked* cabinet

Zoll AED 3 defibrillator (inc spare electrodes and carry case, visual CPR feedback, child/adult pads, paediatric algorithms)

Shockbox Sentry heated and locked cabinet

Community/telephone signage

Delivery

= £2170

**Option 5** (budget)

Lifeline AED defibrillator with carry case

ShockBox Rotaid cabinet

Community/Telephone signage

Delivery

= £1375

**Add:**

- VAT if a purchase
- If Managed Solution, set up (insurances) for 10 years = £100 , but no VAT payment
- Community awareness session (training) = £175
- Optional installation by CHT = £200 + vat (electricians BT approved)

Also, optional annual support = £135 - £165 depending upon equipment.

Most sites in Wales use the VIEW or the ZOLL AED3 as they are visual and overcome any language issues.

These are a guide only. I suggest when you are ready we chat further and if necessary, I can do a zoom call and demo different equipment for you, and answer any questions.

Best regards

Martin

**Martin Fagan**  
National Secretary

**The Community Heartbeat Trust**

**[www.communityheartbeat.org.uk](http://www.communityheartbeat.org.uk)**

Charity Office: 0330 1243067 Direct: 07967699612

**Appendix 3 Insurance**

Thank you for your email.

I am pleased to advise that our policy automatically provides £5,000 for any defibrillators and cabinets at no extra cost, as per page 6 of the attached policy schedule so if this becomes the Council's responsibility, it will automatically be covered.

In relation to the telephone kiosk, however; I can confirm Public Liability insurance is provided automatically up to £10m for any assets that are either owned by the Council or which they are responsible for maintaining and will therefore apply to the telephone kiosk. In the event of someone being injured due to a defect with the kiosk for which the Council is found to be legally liable, the policy we arrange will provide cover for any resultant claim.

If the Council wishes to cover the telephone kiosk against loss or damage we will need to include it under the Street Furniture category of the Property Insurance section. Please note that a £250 excess will apply to any one claim and in order to be able to provide an exact quotation, I will need to know the replacement value of the telephone kiosk. From previous enquiries, I understand BT may be able to provide you with this information and the value can range from around £1,000 to £5,000 depending on the style and age.

Otherwise, websites such as eBay or <http://www.x2connect.com> sometimes provide a guide to current costs.

I trust this clarifies but please let me know if you have any further questions or wish to add on the loss and damage cover for the kiosk.

**Kind Regards**

**Mark Alexander**

BA (Hons), Cert CII  
Client Adviser

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**Came & Company**

Blenheim House, 1-2 Bridge Street, Guildford, GU1 4RY