

RHAYADER TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 20TH SEPTEMBER 2016 AT 7.00PM AT THE OLD SCHOOL CWMDAUDDWR

THOSE PRESENT

Chairman	Councillor C. Evans				
Councillors	P. Dark	D.O. Evans	D. Jones	J. Narborough	J. Stuart
	C.R. Davies	J. Humphreys	J. Jones	L. Price	C. Walton
					G. Williams
Observer	K. Curry				

1. **APOLOGIES:** Cllr. W Davies, Cllr. M. .Lloyd.

1a. CHAIRMAN'S ANNOUNCEMENTS

Cllr. C. Evans thanked everyone who had helped to make the Sporting Association Have a Go Day a success, in spite of the dreadful weather.

She commended Rhayader Motor Club for arranging that the British Enduro Championship Round be held at Rhayader and for their excellent organisation of the event. **Action: Clerk to send a letter of thanks and congratulations to the Club.**

1b. MATTERS FOR DISCUSSION UNDER URGENT BUSINESS

- Waun Capel Parc.

2. MINUTES TO BE AGREED

Minutes to be agreed were those for the meeting on 23rd August 2016. They were agreed to be a true record.

3. MATTERS ARISING FROM THE MINUTES

Despite Cllr. C. Evans having supplied information and photographs to the County Times about the presentation of the Best Kept Garden award to Mr. & Mrs. Coates and the vacancy for an Independent Press Reporter, nothing had been seen in the paper to date. **Action: Cllr. C. Evans to contact the paper and re-send the information.**

6.4 Grass Cutting at Rhayader Cemetery: A letter had been received from PCC Head of Service who apologised for any distress caused to visitors to the Cemetery as a result of the below standard grass cutting incident reported in the August minutes. He confirmed that appropriate training had now been provided to the Contractor's staff which would (should!) prevent a recurrence of the incident. Cllr. Curry informed Councillors that he had arranged to meet the Portfolio Holder Cllr. John Powell and Senior Environmental Health Officer Carwyn Jones at the Cemetery on Monday 26th September to discuss the standard of upkeep.

6.5 Rhayader Library. Cllr. C. Evans reported that she had spoken with Councillors and Clerks of other local Councils faced with the prospect of financially supporting their libraries by 50% or losing them altogether. Complications arose due to the fact that Town and Community Councils had been given advice by One Voice Wales that they would be constrained by the limit of payments a Council could make under S137.

Cllr Evans had met with Stuart Mackintosh and Kay Thomas of Powys County Council to discuss how Rhayader Town Council may be able to assist in keeping the library open in Rhayader. At that meeting PCC advised that they had received legal advice from a QC in London stating that Council's were not constrained by S137 at all and that they could give unlimited amounts under their 'Well Being' powers. Cllr Evans

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3. MATTERS ARISING FROM THE MINUTES (CONT)

advised PCC that this was in direct opposition to the advice from OVW and sought to have a copy of the advice from the London QC as well as the question posed to that QC. Given the impasse it was agreed that there would need to be further discussions.

As it currently stands RTC's current permitted total figure for s137 in 2016 would be less than the 50% of running costs specified by PCC. Additionally this would effectively mean that RTC would not be able to make any further payments to the community which would fall into the S137 category. The Council considered several options and felt that the most appropriate way forward was for it to continue to seek a Community Asset Transfer (CAT) of Rhayader Library and also to continue discussions with both PCC and other local Councils who were also expressing concern about the large burdens being placed on small Councils. It was particularly disappointing to note that the larger Council such as Newtown, Welshpool and Brecon – who already benefit from a far superior library service – have not been asked by PCC to contribute financially towards the savings Powys needs to make in its budget for Libraries. The Council was advised that Stuart Macintosh and Kay Thomas agreed that RTC was on record as declaring a formal interest in further discussions with regard to supporting the library provision in Rhayader. However it was resolved that Rhayader Town Council should submit a CAT application for the Library Building in any event.

Action: Cllr. C. Evans to submit a CAT application for the Library Building and to continue dialogue with PCC and other local Councils facing a similar dilemma.

6.6 Community Plan. Cllr. C. Evans reported that she had opened discussions with R2K.

4: REPRESENTATIVE'S REPORTS

Poppy Appeal Sub-Committee: Cllr. Williams reported that Office Solutions (Wales) had printed the 250 copies of the Memorial Service leaflets ordered by RTC and had also printed an additional 250 copies free of charge. Councillors expressed gratitude for Donald Macintyre's generosity and resolved to write a letter of thanks to Donald.

Action: Clerk to write as above.

Rhayader Market Hall and Smithfield Trust: Cllr. Humphries said that work on the new lamb pens at the Smithfield should be completed by the end of the week.

Cllr. J. Jones reported that Hafod Hardware, East Street had won the best shop window display in Powys' recent competition marking the Tour of Britain coming through the County. Taking centre stage was a gold-plated Raleigh centenary cycle (just one of 100 made) and Tour of Britain jerseys from the National Cycle Museum.

Action: Clerk to send congratulations to Alan, Pauline & Tom Jones.

Cllr. Stuart reported that Cameron Mills had become the 2016 Class 8 British Autograss Champion.

Action: Clerk to send congratulations to Cameron Mills.

5. DECLARATIONS OF INTEREST

There were no declarations of interest.

6 AGENDA ITEMS

6.1 Wi-Fi free Rhayader.

Cllr. Walton reported on his discussions with Keith Fielding about the options available to supply Wi-Fi free in the town centre. Unfortunately large sectors of Rhayader are still only able to access relatively low internet speeds and as provision of Wi-Fi free has a basic requirement for "hosts" to share their access the

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6. AGENDA ITEMS (CONT)

opportunity to go ahead is presently limited until better broadband speeds are more widely available. It was resolved to contact Superfast Cymru and Openreach to find out when the higher speeds will be available in the rest of Rhayader. To assist Councillors to assess the extra benefits which Wi-Fi free might bring to Rhayader it was resolved to contact Llandrindod to ask what extra benefits could be attributed to the installation of their system. **Action: Clerk to contact Openreach/Superfast Cymru and Jude Boutle.**

6.2 24 hour ATM / Cash Point.

Cllr. Dark said that he had spoken with Cashzone concerning the telephone kiosk by the Smithfield. It is in an ideal position and BT had agreed to it being used to house a 24 hour cash machine whilst retaining the public phone facility.

Cllr Curry confirmed that the BT telephone kiosk was to be changed for a 24 hour ATM where cash withdrawals could be made free of charge. It is understood that the Spar internal cash machine will be retained and the provision of an external machine there will still be pursued by Cashzone. The possibility of the Co-op installing a cash machine in East Street remains a possibility.

6.3 Clock Tower grant.

The Clerk had been informed by PCC that there was no formal application form for a grant but to apply for funding from the project for a condition / structural survey or indeed repair or restoration work, the Recording Form and Condition Survey need to be completed as a starting point. It was resolved that the Clerk should complete the forms as he saw fit and submit them to PCC. Cllr. C. Evans had been advised by Cllr Lloyd that Jimmy Lloyd is awaiting to meet at the war memorial with an “expert” on Portland stone to look and advise about the inscriptions. Cllr. C. Davies is also aware of a first class stone artisan. It was resolved to seek advice and a quote for a survey from both persons.

ACTION: The Clerk to complete and submit the forms and seek quote as above. Cllr. C. Davies to provide contact details to the Clerk for the stone mason.

6.4 Acceptance of and Matters arising from the Audit Certificate & Report.

The External Auditor had advised that the Auditor General for Wales had issued RTC an unqualified audit report.

The Auditor said that whilst they did not affect their audit opinion, there were three points which should be addressed by the Council in the future:

- Obtain a letter of engagement from the Internal Auditor,
- Implement quarterly budget monitoring
- Ensure that end of year statements are obtained for all bank accounts.

Councillors formerly accepted the Audit Report and resolved to implement provisions to address the points highlighted by the Auditor:

- The Clerk shall request a letter of engagement from the Internal Auditor prior to the next internal audit.
- The Clerk shall submit documentation throughout each year to the Council’s monthly meetings in June, September December and March to enable Councillors to monitor current usage against the budget.
- The Clerk shall ensure that end of years statements are received for ALL bank accounts.

Councillors had had sight of the proposed monitoring documentation prepared to September 2016. It was agreed that the data allowed for adequate monitoring.

It was resolved that at each monthly meeting Councillors would continue to have sight of the monthly check sheet produced by the Clerk.

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6. AGENDA ITEMS (CONT)

Action: Clerk to display the Notice of Conclusion of Audit and henceforth carry out the above provisions at the appropriate times throughout each year.

6.5 Rhayader Community Minibus – request for assistance

Under item 7.3 of the August meeting, Councillors resolved to consider making a donation to the RDCS fund to buy a replacement minibus and to determine the value and source of a donation at the September meeting. It was now resolved to make a donation of £2,000 from the Recycling Account, payable to RDCS when they place the order for a new minibus. It was also considered that a press release should be arranged featuring the Mayor making the commitment to RDCS in order to raise public awareness of the appeal.

Action: Clerk to inform RDCS of the Town Council’s commitment and to pursue a press release/photo opportunity.

6.6 Sub Committees – review of functions & procedures.

Over time the Town Council had created Sub-Committees (S/Cs) to deal with various aspects of its operations. For various reasons some of the work traditionally addressed by the S/Cs is increasingly undertaken in full Council. For this reason it was decided to consider whether, in the present circumstances, the “Purpose” of each S/C in its terms of reference should continue or whether it would be better addressed by the Full Council. The optimum frequency of S/C meetings was also considered.

After discussion it was resolved to discontinue the Finance & Assets Management S/C. As well as implementing the monitoring regime outlined in item 6.4 above, Finance and Assets will be a Council meeting agenda item in March, June, September and December each year. The Precept meeting in January will be devoted to precept, projects and finances discussion only.

It was also resolved to discontinue the Town Improvement S/C. Full Council “walk rounds” will take place in March and September (and additionally at other times if appropriate) to assess what issues need attention and/or what improvements would be desirable. The findings will be discussed at the Council meeting following the walk round. In between times all Councillors would be encouraged to bring forward projects for discussion at the full Council.

The Poppy Appeal S/C will be retained. It will meet when required to enable it to carry out its responsibilities.

The Allotment S/C will be retained. It will meet twice a year (in January and September) and report back at the following monthly meeting. The next meeting was agreed as 28th September at 6pm initially at Rhayader Allotments.

The Public Toilets S/C will be retained. It will continue to manage the toilets on behalf of the Town Council on a daily basis and formally meet in October to determine its advice to the Council on the financial requirements via the Precept in the following year. Ideally it should meet at least once more during the year.

6.7 Retention of Town Council Records.

The Clerk reported that for several years the Council’s records have been backed up on two computers, a server and an external hard drive as well as older records being held in paper form. However technology has moved on and having taken advice, he wished to seek Councillors sanction to save the information to the Cloud and to an external hard drive. The access would be password protected and the Council need to determine who should be allowed to have access. Thus, in the event of the hardware being destroyed or the Clerk’s sudden demise or replacement, not only would the records be safe they would be accessible to the Council. Other records, presently held in paper form could be scanned and stored in the same manner before

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6. AGENDA ITEMS (CONT)

the originals were destroyed. After discussion it was resolved that the Clerk should work with Keith Fielding to initiate the change and report back to full Council as appropriate.

Action: The Clerk to engage Keith Fielding to enable the Council's records to be saved as above.

6.8 Dark Lane car park.

In his absence Cllr. Lloyd had asked the Chair to raise two issues related to the car park. Firstly, he had noted that some of the agreed work related to the refurbishment of the toilets had not been carried out. Cllr. Walton said that the points which Cllr. Lloyd had raised had already been discussed with the contractor and were still being actioned. **Action: Cllr. Walton to update Cllr. Lloyd.**

The second issue raised by Cllr. Lloyd concerned the fence between Bryn Coed and the car park. It was judged to be unsafe and was a concern particularly and it presented a potential hazard to the youngsters using the school buses. It was resolved to write to Mr. Izzard of Bryn Coed to ask that he effect adequate repairs to the fence on safety grounds.

Councillors also noted that despite numerous requests PCC had not repaired/replaced the car park fence along St Harmon Road. It was resolved to ask PCC to replace / renovate the fence at their earliest opportunity.

Action: Clerk to write to Mr. Izzard and PCC as above.

6.9 Grant application from CARAD.

Carad had submitted an application for a grant of £478.31 towards the cost of their forthcoming Dragon Festival (agenda item 7.9). After discussion it was resolved to make a grant of £200 from the Recycling Account. **Clerk to make the payment.**

7. CORRESPONDENCE

With the exception of those commented on above and below, all items of correspondence listed on the agenda and received since it was prepared were noted.

7.4 Boundary Commission for Wales: Publication of 2016 review of Boundaries Initial Proposals. It was resolved to add this item to the Agenda for the October meeting.

7.8 PCC: Consultation report – Builth and Llandrindod Wells High Schools. Councillors were strongly opposed to any proposal of closure of Llandrindod Wells High School and any removal of secondary education from the present site. Cllr Curry informed that at the special County Council meeting held on 8th September 2016, a proposal was made, which had the support of the majority of County Council members, that the proposal to merge Builth Wells and Llandrindod Wells High Schools into one school operating on one site from September 2017 be abandoned and instead, grant the two schools two years in which to develop joint working and management structures to improve efficiency and educational outcomes. Councillors agreed that there should be no removal of secondary education from Llandrindod Wells.

Action: Clerk to inform Cllr. Barry Thomas that RTC supports the proposal to abandon the current proposal of merger of the two schools and to circulate the letter to all Board members.

Eluned Morgan AM: Community & Economic Development Survey.

Action: The Chair to complete the survey on behalf of RTC.

OVW: Questionnaire – CAT/Assets of Community Value. Cllr. C. Evans reported that she had already completed this questionnaire on behalf of RTC.

8. PLANNING

No Planning Applications have been received.

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9. FINANCE

P

£15 – Pryce Marpole – Grass cutting. Agreed. **Action: Clerk to make payment.**

It was resolved that Cllr. Williams would arrange with Pryce Marpole when to cease cutting the grass on the island for this year and when to commence in 2017. **Action: Cllr. Williams to discuss with Pryce and make arrangements accordingly.**

Councillors were informed that Pryce Marpole had won a cup for the best hanging basket or container in Powys and a second cup for the best hanging basket or container in the whole of Radnorshire. It was resolved to send him a letter of congratulations. **Action: Clerk to write to Pryce as above.**

10. URGENT BUSINESS

Waun Capel Parc Pavilion: Councillors understood that confusion existed about PCC offering a lease to the Scouts for the whole of the building. They were not aware whether PCC's action was outside its remit or whether it was being done with the sanction of the Waun Capel Parc Trust. The Council had been also informed that the Bowling Club was not in agreement with the proposal. It was also noted that PCC had not carried out the repairs / refurbishment which it had promised. It was resolved to write to the Parc Trust to enquire whether PCC is entitled to offer a lease on the Pavilion and to advise of RTC's concerns that they seemingly wish to do that without carrying out the remedial work which they had agreed to do on the building. It was also resolved to enquire of PCC why had the promised refurbishing work not been done to the Pavilion and what were PCC's proposals for its future use. **Action: Clerk to write to the Waun Capel Parc Trust and PCC as above.**

11. PRESS RELEASE

- Hafod Hardware window display award.
- Cameron Mills' success.
- Pryce Marpole's awards.

12. BUSINESS FOR NEXT MEETING

1. Rhayader library.
2. Waun Capel Parc.
3. Boundary review.
4. Remembrance Day.

13. DATE OF NEXT MEETING

The next monthly meeting will be held at 7.00 p.m. on Tuesday 18th October 2016.

The meeting closed at 10.05p.m.

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Date