

Gladestry Community Council.

Minutes of the ordinary meeting held on Monday 16 May 2022

in the village hall, following the AGM.

Present. Mr Ian Ball (Chairman), Ms Julie Davies, Mr Joseph Alman, Mr Viv Lloyd and Mr Kenneth Waugh (Clerk).

Community member: Mr Derrick Carrington

1. Apologies. No apologies for non-attendance were received prior to the meeting.

NB. Cllr Ed Jones contacted the Clerk on 17May to apologise for missing the meetings.

2. Minutes of the ordinary meeting held on 21 March 2022

Ian proposed that the minutes from the meeting were agreed; Viv seconded, and Councillors approved the minutes, which were then signed.

3. Matters arising from the ordinary meeting held on 21 March 2022.

Viv raised the subject of Councillor Michael Jones's retirement from Powys County Council, and suggested that we should write to him to thank him for his long-standing and effective service on the County Council; Councillors agreed and asked the Clerk to write an appropriate letter. Viv also offered his congratulations to Councillor Ed Jones on his success at the recent County Council elections.

4. Planning.

The Clerk confirmed that he had received no new planning application details since the last meeting.

5. Finance.

The Clerk provided an update to complement the statement of account he had issued to Councillors, as follows:

current balance is £2679;

payments already approved and paid are: £271.96 for the Clerk's salary and annual expenses; £220 audit fees; £300 grant for the Jubilee; £36 membership of One Voice Wales; and £5.80 website charges;

income received is VAT refund of £120.90 and the first precept payment of £1168.

The Clerk informed Councillors that he had begun the process of moving to Internet Banking by delivering the relevant paperwork to HSBC in Hereford. He was now awaiting the bank doing the necessary to set up the account on line. He reminded Councillors that he had provided them with a draft Authorisation and Reconciliation Procedure for comment, and informed them that, having been advised of risks inherent in digital banking, they are now content to proceed. Councillors acknowledged this, and the Clerk added that procedures would be regularly reviewed to see if they can be bettered.

Derrick Carrington was then asked to give Councillors an update on the state of the Clerk's laptop. He advised that he had had to arrange a replacement machine because of the way HMRC operated its real time income tax data base. The machine that had been used by the Clerk could no longer support the data base, thus denying the Clerk access to the system and putting him and the Council at risk of not being able to discharge the employer's responsibilities. Derrick explained that he had purchased a used laptop and rebuilt it to enable the Clerk to access HMRC, and copied across all the Council's files and data. Derrick had issued an invoice to the Clerk to cover the cost of the machine. He also said that the hard drive from the old laptop would now serve as the back up for the machine now in use. He further informed us that he would be content to continue to be the IT support for the Council whilst it continued to use software with which he is comfortable.

## 6. Correspondence.

No correspondence other than by email was received.

## 7. Business matters.

i. Co-option of a Councillor to fill the current vacancy. The Clerk explained that the Council had a vacancy following the local elections earlier in May. The procedure for filling the vacancy was to advertise on the website and local notice boards, with a closing date for applications to be in line with the date of the next meeting in July. If there was more than one applicant, Councillors would have to vote for their favoured candidate. The Clerk was asked to begin the co-option process,

ii. Registers of Interest. The Clerk reminded Councillors that they must notify him if there were any changes to their Registers, and asked those present if this was the case; no Councillor affirmed. The Clerk thanked Councillor Davies for providing him with her completed Register.

iii. Open meetings. The Clerk had sought clarification from One Voice Wales of what is meant by an open meeting. The explanation given is that all Council meetings are open to members of the Community unless confidential or business of a private nature is being discussed. Community members can be invited to contribute to the meeting, as Derrick Carrington had done earlier. The Clerk advised that this guidance was in line with the Council's Standing Orders.

iv. Website management. The Clerk informed Councillors that he and Bob Terry, the website administrator, continued to be responsible for the content on the website, and the duration of postings. Councillors were asked to look at the website regularly to ensure standards were being maintained. They were also asked if they were on the administrator mailing list for new postings on the website, and if not to consider adding their email addresses or asking the Clerk to arrange matters.

v. Grant applications. The Clerk informed Councillors that he had received the following applications:

St Mary's Church, Gladestry - £250 for mowing the churchyard;

St Mary's Church, Newchurch - £200 for churchyard maintenance;

Colva PCC - £200 for mowing the churchyard and tree pruning.

Viv proposed that grants of £200 be made to each of the applicants, in line with last year's awards; Julie seconded this, and all agreed.

vi. Clerk's interim expenses. The Clerk had previously sought authority from the Council to claim essential mileage for taking election nomination forms to County Hall as required, and for taking necessary documentation to HSBC Hereford for the move to Internet Banking. He now claimed a total of £42.75. Joseph proposed that the claim be met in full; Viv seconded, and all agreed.

vii. Village Hall hire. The Clerk had received an invoice for hire costs for the year 2021-22 amounting to £40.00. Julie proposed that the invoice be met in full; Joseph seconded, and all agreed.

viii. Play area inspection. The Clerk informed Councillors that he had received an inspection booking form for the village hall play area annual inspection. Joseph advised that the Village Hall Committee had applied for and been successful with a grant for upgrading the facility. It was not yet known when the work would be undertaken, but as the last inspection was done in summer 2021 it may not be

necessary to have another one this year as any work done would be expected to meet the normal RoSPA inspection standard or better. The Clerk was asked to liaise with Hattie Budd, who was on the relevant Committee.

ix. Speed restrictions in Gladestry. The Clerk advised Councillors of the email he had received from members of the Community, and previously forwarded to them, relating to vehicles approaching the village at speed from the direction of Newchurch. He mentioned that this was a subject which had been explored in depth some years earlier, but without any restrictions being put in place, The Clerk was asked to contact Powys Highways to explore options.

x. Training for Councillors. The Clerk had earlier circulated an email from One Voice Wales showing current on line training courses which were being offered, and reminded Councillors of their availability.

xi. The Clerk's new laptop. Section 5, above, refers. The cost of the new laptop, £64.99, was being claimed by Mr Carrington. Julie proposed that the full cost be reimbursed; Joseph seconded, and all agreed.

8. The next meetings will be on Monday 18 July 2022 at 7.30pm.

Signed

Dated