

Gladestry Community Council.

Minutes of the ordinary meeting held on Monday 21 November 2022 at 7.30pm  
in the village hall.

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

1. Apologies. Non required as all Councillors present.

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

Melvyn proposed that the minutes from the meeting were agreed. Ed seconded the proposal and Councillors approved the minutes, which were then signed.

3. Matters arising from the ordinary meeting held on 18 July 2022.

The Clerk reported that he had been in conversation with the Deputy Headteacher of Gladestry School, Ms Kat Ingram, regarding a failure in email communications following a system change on the Welsh Government hub, the result of which was that the school had not received emails regarding the spare Council lap top and a grant application. Ms Ingram said the school would like to have the laptop, for use by a local family who did not have access to a computer. The Clerk said he would bring this to the attention of Councillors. Councillors' response was that they would be pleased to pass on the lap top. The Clerk said that he had provided school with a grant application form for this year. He added that the school was aware from recent minutes that there was a problem with parents parking on both sides of the lane opposite school, and that Ms Ingram would issue a reminder to parents.

4. Planning.

Application 22/1870/HH Cloggau: Councillors had no comments.

Application 22/1098 Stonehouse: Powys had still not resolved the issues highlighted by this Council. The planning department was still awaiting a decision from Built Heritage. The planning officer had informed this Council about resolving issues

relating to overhanging barn structures which must be remedied by the end of this year. Relevant emails on the subject had been forwarded to Councillors.

#### 5. Finance.

The Clerk had provided up to date statements of account with the agenda. The current balance is £2202. Payments made since the last meeting were two lots of bank charges of £5.00 each and the Clerk's salary payment of £250.

Payments due are as follow: Clerk's 4<sup>th</sup> quarter salary payment is due on 5 January 2023; the play area annual inspection invoice for £72 has been received; reimbursements to the Clerk for a toner cartridge at £40.79 and IT equipment SIM card top-up of £10 (invoices provided); and a contribution of £365.97 to May's County and Local Councils elections costs has been requested by Powys (but invoice not yet received). Councillors agreed to meet all these payments. The Clerk advised that he would draw up an approved schedule of payments and send it to the Chairman for authorisation.

Please refer to the Schedule of Approved Payments at appendix 1.

The Clerk advised that, with the assistance of Ed, a new mandate of cheque signatories had been completed and was with HSBC Llandrindod Wells.

#### 6. Correspondence.

No correspondence other than by email was received.

#### 7. Business matters.

i. Precept for 2023-24. A request for next year's precept bid from Powys is due to be received very soon, and Councillors were asked to give consideration to the amount required for 2023-24. Based on expected regular expenditure of approximately £3000, and forecast likely extra expenditure relating to the village hall boiler replacement and the play area proposals, both of which are likely to attract successful grant applications, plus the increase to the Clerk's salary (see below), Councillors agreed to request a precept of £3500.

ii. Powys Local Development Plan and Call for Sites. Councillors, having considered the information provided in emails from Powys, decided that no response was necessary at this point in time.

iii. Vacancy for the Clerk position, and salary level review. The Clerk reminded Councillors that it was his intention to retire from the role at the end of this Council

year in March 2023, and that a vacancy advert should now be prepared for issue in January. The Clerk explained that this year to date had been exceptionally busy with audit preparation, the move to internet banking, grant application for IT equipment to allow the Council to meet its obligation to hold hybrid/multi-location meetings, the training to use the equipment and the ongoing work required by the Finance and Governance Toolkit (see below). He asked Councillors, in light of the workload now placed on Clerks, and the desire to attract the right candidate replacement, whether the annual salary was sufficient. The Clerk added that he had tried to benchmark the salary by comparison with similar sized Community Councils. in the vicinity. Based on information gleaned from others' websites and input from Councillor Gareth Jones of Aberedw, he suggested that an annual salary of £1200 was not out of alignment. Councillors gave this suggestion some thought. Ed then suggested that the current salary should be increased to £1200; Joseph seconded, and all agreed with the proposal, with the additional agreement to backdate the increase to the beginning of this Council year in April 2022.

iv. Board of Trustees for East Radnorshire Care. Councillors were advised that a vacancy existed, and if interested should contact the Clerk for details.

v. Street lighting hours. A member of the Community had asked the Clerk to bring up the subject at this meeting, the intention being to consider whether lighting was on for more time than necessary, given the present issues with power generation and usage. Councillors asked the Clerk to bring the subject to the attention of Powys with a view to restricting hours to the absolute minimum for legal and safety limits, a cut-off at 11.30pm being suggested.

vi. As part of his task in ensuring that the Council was compliant with its legal responsibilities outlined in the Toolkit mentioned above, the Clerk had prepared and issued the following draft policy documents/statements: Biodiversity; Training; Freedom of Information; Data Protection; and Email Privacy. Councillors agreed to adopt all documents as they stood. They will now be added to the Council Documents section on the Gladestry Community website.

vii. Highway issues. Councillors had been issued with all relevant updates received since the last meeting except for one received today, which confirmed that the issue of speeding in Gladestry had been referred to the police.

viii. Old lap top disposal. Please "Matters arising", above. Councillors welcomed the news that the school could make use of the lap top. A third point discussed related to the Council's representative on the School Governing body as the Council had not yet nominated a replacement for Gareth Croose, who was no longer a Councillor. The meeting nominated Beck to be the new representative.

8. The next meetings will be on Monday 16 January 2023 at 7.30pm.

Signed

Dated

Appendix 1

## **SCHEDULE OF APPROVED PAYMENTS**

### **186 MINS**

**The following payments were approved for payment at the Council Meeting held on 21<sup>st</sup> November 2022:**

**£72.00 to Powys County Council iro RoSPA play area inspection for 2022;**

**£40.79 to K E Waugh as reimbursement for purchase of printer toner;**

**£10.00 to K E Waugh as reimbursement for purchase of top-up SIM for Mobile Hot Spot device as part of the IT kit for hybrid meetings;**

**£365.97 to Powys County Council iro GCC's contribution to 2022 Election Costs on receipt of invoice; and**

**£450.00 to K E Waugh for qtr 4 salary plus arrears of salary £150.00 for qtrs 1,2 and 3 of year 2022-23. To be paid 3 January 2023.**

**I certify that the above approved payment reconciles with the bank statement seen by me.**

**Signed:**

**Dated:**

**Position:**