



**CYNGOR TREF
YSTRADGYNLAIS
TOWN COUNCIL**

**Annual and Ordinary Meetings of the Council held at the Welfare Hall
on Thursday 19th May 2022 at 6.30p.m.**

**Present : Councillor Martin Donnelly, Presided Pro Tem
W Thomas, L Evans, J Morgan, N Craddock, C Nickels,
G Roberts, M Shrewsbury, G Davies, M Evans, R Millington,
M Allen, C Williams and J Horrell**

1. APOLOGIES FOR ABSENCE

Apologies for absence - None received. The Chairman Cllr Adrian Williams had advised the Clerk that due to travel delays he would be attending this meeting as soon as he could. In the meantime, Cllr Martin Donnelly was appointed to Chair the meeting pro tem.

2. DECLARATION OF INTERESTS

Cllr G Roberts declared an interest in the Ystradgynlais Welfare Item under Correspondence. The Clerk would ascertain from Powys County Council whether this was required.

3. ELECTION OF CHAIRMAN

Resolved that Councillor M Donnelly be elected as the Chairman of the Council for the ensuing Municipal Year 2022/23

4. VOTE OF THANKS TO THE OUTGOING CHAIRMAN

The new Chairman and Council Members paid tribute and thanks to the manner and leadership that Councillor A Williams had given to the Council during his term of office.

5. DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk reported that all newly elected Councillors had signed the Declaration of Acceptance of Office, associated forms and also had received the necessary documents relating to Members Code of Conduct and the Councils Standing Orders and Financial Regulations.

6. CASUAL VACANCIES - CWMTWRCH WARD

Following the recent Town and Community Election results a casual vacancy existed in the office of Councillor for the Abercrave Ward.

In accordance with instructions received from the Powys County Council it was resolved that the casual vacancy be advertised in the Ward, Town Council notice board and website with a closing date of fourteen days from the date the vacancy is advertised.

7. ELECTION OF VICE CHAIRMAN

Resolved that Councillor Graham Davies be elected as Vice-Chairman of the Council for the ensuing Municipal Year 2022/23.

8. COUNCIL STANDING ORDERS AND FINANCIAL REGULATIONS

Resolved that the Standing Orders and Financial Regulations of the Town Council be reaffirmed for the ensuing Municipal Year with the following amendments to the Standing Orders confirmed. Copies of the documents had been circulated to all Member Councillors:

A). That tendering contracts for works be increased in value terms from £3,500 to £6,500.

B) That the revised Ward Committee terms of reference as detailed in these Annual meeting Minutes be agreed. **(Item 9 b)**

C) That the proposal put forward to commence future Council meetings at 6.00pm be not agreed.

9. COUNCILS BANK ACCOUNT – CHEQUE SIGNATORIES

Resolved that the Clerk and any other two Councillors be responsible for signing approved cheque payments on behalf of the Council. The following Councillors were approved as signatories to the Town Councils bank account, namely, Councillors M Donnelly, A Williams and M Evans. It is noted that the main current payment method adopted and used by the Town Council is via the BACS banking system. This procedure is detailed in the Town Councils Financial Regulations.

10. APPOINTMENT OF COMMITTEES

a) Planning Committee

It was noted by the Town Council that the above Committee had not met for over 5 years due to a variety of reasons as discussed. Following consideration of the position it was resolved to discontinue the business of this Committee from the Committee listing.

b) Ward Committees

Resolved that :-

1) Ward Committees shall be established to include all Council Ward Members for the following Wards:-

Ystradgynlais Ward	-	5 Members
Ynyscedwyn Ward	-	4 Members
Cwmtwrch Ward	-	4 Members
Abercrave Ward	-	3 Members

2) Ward Committees shall have plenary powers under the Councils Small Contract Scheme:

- a) To award works contracts for footpath, parks and open space maintenance / improvement works and Ward projects for path.
- b) determine Ward work programmes and estimated expenditure, and the submission thereof to the Councils annual Budget meeting for approval in January of each year for the agreed works to be undertaken in the next financial year.
- c) carry out the works by engaging contractors identified on the Councils approved list.
- d) allow any two of the Ward Members and the Clerk or in his absence the Deputy Clerk to issue, monitor, approve the contract.
- e) to inform the Council regarding the letting of a contract, the name of the contractor so that the Council can approve the payment.

NOTE : Cllr Adrian Williams attended the meeting at this point in proceedings

c) Urgent Action Committee

Resolved that the Chairman, Vice Chairman and Ward Members acting together be given plenary powers to deal with matters requiring urgent immediate action between the Councils Ordinary Meetings.

In addition, that where correspondence is received by the Town Clerk which is deemed to warrant investigation by the Chairman and Vice Chairman, then the Ward Members to which the correspondence relates would be contacted in order to provide a report to the next

Ordinary Meeting of the Council in relation to the content of the correspondence.

d) Management Sub Committee

Resolved that :

- a) The Membership of the Management Sub Committee shall consist of the Chairman of the Council and four Council Members, one from each Ward. Appointment on the Sub Committee to be confirmed at the Annual Meeting of the Council held normally in May of every Municipal Year.
- b) The Chairman of the Sub Committee shall be appointed annually each year at the first meeting of the Management Sub Committee following the Councils Annual Meeting.
- c) A quorum for any meeting of the Sub Committee shall be at least four Council Members. Should the appointed Council Member be unavailable for any reason to attend a meeting of the Sub Committee then the Ward Chairman or in his/her absence the Ward Vice Chairman be authorised to appoint a substitute within the Ward to attend the said meeting.
- d) Each Member of the Sub Committee shall have one vote apart from the Chairman who in addition to his/her normal vote shall also have a casting vote in a situation where there is an equal number of votes on an issue.
- e) The main purpose of the Sub Committee will be to assist the Council in the discharge of its services to the community and also to deal with relevant financial and staffing issues.
- f) The power of the Sub Committee will be limited in that no direct decisions are taken on the issues addressed and it will be the responsibility of the Sub Committee to make recommendations to the Council on all issues. The Sub-Committee will also undertake a monitoring role on behalf of the Council on certain functions as required such as project management, financial control issues relating to the Councils accounts.

g) Examples of other areas of work that the Council may discharge to the Sub Committee will include:
Personnel/Training, Health and Safety, Project Monitoring
Accounts Monitoring, Welfare Hall Matters

The above list is not exhaustive, and the Council may from time to time allocate other specific work to the Sub Committee as deemed appropriate.

h) Membership of the Sub Committee for the Municipal Year 2022/23 shall include the Chairman of the Council , Cllr M Donnelly, and Councillors R Millington, G Davies, Appointments from the Abercrave and Cwmtwrch Wards to be confirmed at the next Council meeting to be held on the 16th June 2022.

11. REPRESENTATIVES ON OUTSIDE BODIES.

Resolved that the Council be represented on the under mentioned outside bodies by the following Members :

One Voice Wales	Cllrs G Davies & M Evans
Ystrad Welfare Hall	Cllrs M Allen, R Millington
Cwmtwrch Welfare Hall	Cllrs L Evans & J Morgan
Abercrave Welfare Hall	Cllr A Williams
Ystrad Volunteer Service	Cllr M Shrewsbury
Tick Tock Community Bowls	Cllrs G Davies, C Nickels
Nant Helen Open Cast Liaison	Cllr M Evans
Brecon Disabled Access Group	Cllr M Shrewsbury
Ystrad Focus on Health Committee	Cllr M Donnelly

Discover Ystradgynlais

Cllr L Evans

Recreational Grounds Steering Comm

Cllr W Thomas , G Roberts

Nant Helen Restoration Comm

Cllrs M Evans, A Williams.

12. CHAIRMAN'S ALLOWANCE.

Resolved that the Chairman receives an allowance of £3,000 for the Municipal Year 2022/23.

13. ANNUAL SUBSCRIPTIONS.

Resolved that the requests for the payment of annual subscriptions to outside organisations be considered as and when received during the financial year.

NOTE :The Annual Meeting of the Council terminated at 7.30 p.m. following which the Council proceeded with the Ordinary Meeting of the Council.

14. MINUTES

Resolved that the Minutes of the Councils meeting held on the 7th April 2022 be confirmed as an accurate record and signed by the Chairman.

MATTERS ARISING

15. COVID MEMORIAL PROPOSAL

The Members considered a proposal, deferred from the Ordinary Meeting in April, to install a memorial to acknowledge the losses

suffered during the Covid-19 pandemic. The appropriateness, type of memorial and location were all discussed at length.

It was resolved to approach Powys County Council to ascertain whether permission might be given to plant a memorial tree near the Ystradgynlais Hospital at the Ironworks.

16. TOWN COUNCIL ACCOUNTS

1. The Town Council received confirmation from Audit Wales that the accounts for 2020/21 had been completed and signed by the auditors and that there were no matters to bring to the Councils attention. A completion notice had been advertised in the community to inform the public of the position. Resolved to note the position
2. The Town Council received copies of the accounting and annual return relating to the financial year from 1 April 2021 to 31 March 2022, the content of which was considered by the Council.

Resolved that:

- a. The detail contained in the Accounting documentation, Annual report and Governance statement be approved and signed by the Clerk and Chairman. All documentation in this regard being subject to the audit of the Councils accounts by the Internal and External Auditor.
- b. The Clerk be thanked for the reports which would now be subject to both internal external auditing processes over the next 6 months.

17. PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS – ANNUAL REPORT 2023

The Town Council received a copy of the above document produced by the Independent Remuneration Panel for Wales. Individuals who have accepted office as a member of a community or town council are now entitled to receive payments as determined by the Remuneration Panel. It was noted that the Town Council in

cognisance of the Grouping tables fell into Group 2 as detailed in the report.

Following a consideration and discussion on the content of the report the Town Council Members resolved to adopt the payment recommendations as detailed in Group 2, Table 11 of the Panel Report with a proviso that:-

- a) An individual Councillor may opt out of receiving any of the basic payment and senior role payment as stated. The Chairman of the Council being the only individual entitled to the special role payment.
- b) In order to opt out of the entitlements as detailed in a) above, the Councillor shall inform the Clerk of his/her decision in writing or by using the opt out form available for this purpose.

18. ANNUAL AND WELLBEING REPORT 2021/22

A final draft of the Annual and Wellbeing Report for 2021/22 had been circulated by the Clerk for the Town Councils approval for publication. Cllr Millington raised a concern and wished it to be recorded in the Minutes, with regard to a potential for misunderstanding about how much money the Town Council spent in 2021/22. Page 2 of the report listed the expenditure for 2021/22 as £482,150 which includes the reserve set aside for unexpected financial impacts and liabilities. The Clerk explained for the purposes of the accounting process, the reserve is included in the total figure, in order to maintain that expenditure allocation within the budget.

Resolved to approve the Annual and Well-being Report for 2021-22 for public release and to forward a copy to the Public Service Board at Powys County Council.

19. STANDARDS SUB COMMITTEE NOMINATION

The Town Council was informed that an invitation had been forwarded to all Community and Town Councils within Powys to make nominations for Councillors willing to become members on the Powys Standards Sub Committee.

Resolved to note the position and that if any Councillor were interested in being nominated, they should contact the Deputy Clerk for the appropriate form.

20. DISCOVER YSTRADGYNLAIS GRANT APPLICATION

The Town Council reconsidered a grant application and attached correspondence which had been deferred from the meeting on the 7th of April. The organisation wished to purchase Banners for Summer events on which the date could be interchangeable.

The Town Council resolved under the Small Grant Scheme for 2022/23, to award the £500 to the organisation for this purpose.

21. PAYMENT OF ACCOUNTS.

Resolved that the accounts detailed in Appendix 1 be agreed and paid.

CORRESPONDENCE

22. COMPLAINTS POLICY REQUEST

A member of the public had requested a copy of the Town Councils Complaint Policy. The Town Council did not currently have a Complaint Policy. The matter had previously been referred to the Management Sub Committee to look into the development of a Complaints Policy alongside its policy reviews. Once the Management Sub Committee had been reconstituted this process would re-commence and be placed upon the agenda for the Committee. All previous complaints had been dealt with directly by the Town Council.

23. LOCAL RESIDENT MINUTE QUERY

A local resident had emailed to query the mislabelling of an invasive species on the agenda for the April Ordinary meeting as Himalayan

Balsam when the report referred to Knotweed. It was also being queried as to the definition of “noted” in the Short Note and Minutes published following the meetings.

It was resolved to respond to the resident to reassure them that the mislabelling was an error and that the correct species had been discussed at the meeting. Also, that “noted” indicates that the relevant information has been read and understood.

24. CORONATION PARK COMPLAINT

A local resident had written to the Town Council with a complaint about gatherings recurring at Coronation Park commonly on weekend evenings with aspects of anti-social behaviour and criminal damage resulting.

The Town Council discussed the issues, the involvement of the local police and the impact to the complainant as well as the larger community.

Resolved to request a meeting with the complainant to discuss the issues further.

25. ELECTRIC VEHICLE CHARGING POINTS

An update had been provided by Powys County Council regarding the installation of vehicle charging points at the car park in Heol Eglwys, Ystradgynlais. It was anticipated that these would be completed and functioning by mid mid-June. Position noted.

26. SKATE PARK LEASE SURRENDER

The Town Council had received confirmation from Powys County Council that the Skate Park lease had now been transferred to a new tenant, namely the Ystradgynlais Community Centre and therefore the Town Council no longer had responsibility for the Skate Park. Position noted.

27. RHESTYR FAWR – WESTERN POWER PROPOSED WORKS

A letter had been received from Western Power with a proposal to install a power cable underground at the above site. This was to be installed at the edge of a lawned area. Western Power would make a nominal annual payment to the Town Council for this but due to the nature of the site being a memorial garden, it was also willing to make a one-off payment of £500.

The Town Council resolved

- a) to accept the proposal and sign the attached Wayleave Agreement
- b) to accept the £500 payment which would be used towards community enhancement schemes and projects.

28. POWYS TOWNS INVESTMENT SCHEME

An email had been received from Powys County Council informing the Town Council about Town Investment Plans to be developed ten towns, in which Ystradgynlais was included. Consulting firms had been appointed to develop the plans.

Resolved that Cllrs R Millington and C Williams be appointed as representatives for the Council on this project.

29. YSTRADGYNLAIS WELFARE HALL – PROJECTOR FUNDING REQUEST

The Town Council had received a funding request from the Welfare, Ystradgynlais in relation to its Film Projector. This had required a costly repair during the pandemic and had now broken again. Due to its age and condition, the Welfare were looking for funding to replace the projector with a new one. They had requested £15,000 to be match funded from other sources with a total estimated cost of £40,000. The Town Council discussed the matter and resolved that the Town Council would agree in principle to provide funding of £10,000 and

that the Welfare could request the other £5,000 from the Friends of the Welfare.

Cllr G Roberts declared an interest and did not comment. Clerk to seek clarification of the requirement for this declaration from Powys County Council.

30. COMMUNITY CENTRE GRANT REQUEST

An email had been received from Cllr C Williams on behalf of the Ystradgynlais Community Centre to request funding of £10,000 set aside in the Town Councils budget for 2021/22.

The Town Council discussed information provided to date by the Community Centre and resolved that the following additional information should be:-

Annual Accounts, Updated Bank Statements, detailed quotations for works, detailed clarification of the purposes of the grant and updates regarding the progress of the Charity registration process.

31. COUNCILLOR TRAINING

Information concerning training available to Councillors had been circulated with One Voice Wales making it known that some free spaces on certain core modules were available through Welsh Government Funding. Members were encouraged to contact the Deputy Clerk to utilise this or request other training available through One Voice Wales.

Resolved that

- a) the position be noted.
- b) That Councillors be encouraged to utilise the training provided in line with the Local Government and Elections (Wales) Act 2021, Section 67.

32. GURNOS TENANTS AND RESIDENTS' ASSOCIATION (TRA)

Cllr W Thomas had sent an email requesting that the Town Council approve the use of the Cwmtwrch Ward Budget towards grass cutting and the fitting of a safety gate at a childrens' playground in Cwmtwrch to financially assist the Gurnos TRA.

Resolved to approve the request.

33. PLANNING

Resolved to accept the observations forwarded to Powys County Council as detailed in the attached Appendix 2.

34. MEMBERS REPORTS

No reports were declared.

Meeting concluded at 10.25pm