

Cyngor Cymuned Llanfair Clydogau Community Council

Draft Minutes of the Meeting of the Community Council held on 9th February 2023 at Llanfair Hall

PRESENT: Dai Jones (Chair), Dave Bartholomew (acting Clerk), Dafydd Jones, Ricky Hobbs, Tess Davies, Andrew Davies

APOLOGIES: Penny Izienicki, Rhys Williams, Roger Daniel, Eryl Evans

MINUTES: Minutes of the last meeting, held on 5th January 2023 were agreed as a true record proposed by Dafydd and seconded by Ricky

MATTERS ARISING:

1. Review of Action Points from last minutes

On Hold

Pending Appointment of New Clerk: First raised 30/06/22	Dave/New Clerk	Hold until appointment of new Clerk
15. Contact IR to discuss and attempt to resolve PAYE issues outstanding		

Carried Forward

46. Display maps showing location of Cellan defibrillator on both council noticeboards and electronically on the new council website	Dave	Completed
51. Contact Ceredigion Council to seek clarification on numbers of local users affected by the reduction in local bus services	Dave	Carried Forward – awaiting response from CCC
53. Investigate grants available for community councils with regard to IT equipment	Dave	Carried Forward
54. Issue Payment to Al Heron	Dave	Completed
55. Send picture to Clerk for website	All councillors	Carried Forward
56. Investigate refurbishment of Cellan War Memorial	C/F to be assigned in New Year	Carried Forward
57. Purchase and site new notice board in Cellan Bus shelter	C/F to be assigned in New Year	Carried Forward
59. Enquire as to status of Llwynfedw planning application	Dave	Carried Forward – awaiting response from CCC

New This Meeting

61. Set up a short trial Zoom call to check connectivity for all councillors	Dave	Carried Forward
62. Finalise website updates and ‘go-live’, informing local	Dave	Carried

organisations		Forward
63. Issue payment to Elved for website development	Dave	Carried Forward
64. Circulate advertisement for Clerk locally	Dave	Completed
65. Investigate one-off payment to acting Clerk	Dave	Completed
66. Investigate supply, installation, replenishment and costs of a grit bin	Dave	Completed
67. Discuss siting grit bin with owners of Llanfair Shop	Ricky	Completed
68. Enquire with owners Llanfair Shop if they would be interested in setting up a Warm Hub on the premises	Ricky	Completed
69. Inform council with more details when they are available	Eryl	Completed
70. Pass on details of the mid Wales energy project consultation meeting to local organisations	Dave	Completed

2. Other Matters arising from last minutes

- Action 51
 - Dave has contacted CCC requesting either they supply the information requested re, that they provide details of the company that holds it
 - No response had been received from the council by the date of this meeting
- Action 57
 - A check has been carried out with CCC-planning as to whether planning permission will be required for the noticeboard. Information received from the council informs that permissions will be required even for a notice board attached to the bus shelter. However, Dave has requested further confirmation with respect to the bus shelter mounted board.
 - Council have been advised that the water mains pipe running from Cellan towards Pentrefelin runs underground in the vicinity of the bus shelter. In light of this, it was decided that it would be better to purchase a wall mounted noticeboard.
- Action 59
 - Dave has contacted CCC again requesting confirmation of the status of this planning application
 - No response had been received from the council by the date of this meeting
- Action 62
 - Work towards creating up-to-date bi-lingual content is nearing completion and it is targeted to request for transfer of the hosting services and implementation of the live site this w/e (11/12 – Feb)
- Action 63
 - Once the website developer has confirmed the process is underway to transfer the hosting and make the site live this invoice will be paid – targeted w/c 13th Feb
- Action 65
 - Dave has checked the remuneration rules for councillors, and with One Voice Wales. Community councillors who are acting as Clerk cannot be remunerated.
 - No payment to be made

CORRESPONDENCE (e-mail attachments to agenda)

- E-mail correspondence acknowledged.

COUNCIL WEBSITE

- Discussed above in actions 62 and 63.

APPLICATIONS FOR THE ROLE OF CLERK TO THE COUNCIL

- Dave informed council that two applications for the role have been received. These have been circulated to all councillors prior to the meeting.
- Both CVs appeared to meet the requirements of the council and the merits of both were discussed.
- There was agreement of a preference to one candidate as they;
 - have 11 years of experience with CCC which may assist the community council in its dealings with CCC
 - have previous and current exposure, and work in the domain of planning and development as review and investigation into planning applications has formed a significant part of the councils work historically
 - are more locally based (in Lampeter – the other candidate is located in the Tregaron area)
- There was a consensus that formal interviews may not be required by the council and it was agreed the following process be followed with respect to these applications:
 - Check with One Voice Wales if an interview is a legal/statutory requirement prior to employment. If it is then, arrange for both candidates to be interviewed, if not then;
 - Recheck with the preferred candidate their availability for face-to-face meetings as the question of hybrid meetings had been specifically raised. Although the council is working towards supporting online and hybrid meetings, currently we cannot guarantee support for online access.
 - If the candidate is able and willing to support face-to-face meetings with the council then Dave to contact the candidate and discuss the current situation of the council and the challenges we have faced over the past few months. It was agreed that this would not be an interview. If an interview is required (see below) it will be conducted by; Dai as Chair, Dave, as acting Clerk, and possibly one other councillor tbc.
 - If the candidate is still willing to proceed and no further questions or concerns arise, then the role will be offered to the candidate.
 - Dave will keep council informed of progress and, if questions or concerns arise then council may require formal interviews of both candidates to be arranged.

MEAL TO CELEBRATE SERVICE OF EX COUNTY COUNCILOR ODWYN DAVIES

- An e-mail from the Clerk at Llanybi Community Council advising of the meal on Friday 17th February to show appreciation of the service of Odwyn as County Councillor has been circulated to all current councillors. Councillors will respond directly to the Clerk at Llanybi with respect to their attendance.
- It was suggested that previous councillors and Clark's of the council also be informed so that they may attend if they wish.

COUNTY COUNCIL REPRESENTATIVE REPORT

- None this meeting.

ANY OTHER BUSINESS

- A concern was raised on behalf of Capel-yr-Erw that the payment for Y/E 22/23 had not been made
- This payment is one of a number of charitable donations made annually at the start of each financial year to local chapels and churches towards small maintenance work such as grass cutting.
- Dave agreed to investigate and if payment had been missed to issue payment, to be passed on via Dai.

Meeting concluded.

Next meeting – 23rd or 30th/03/23 at Cellan Millennium Hall

SUMMARY OF ACTION POINTS ARISING

On Hold

Pending Appointment of New Clerk: First raised 30/06/22 16. Contact IR to discuss and attempt to resolve PAYE issues outstanding	Dave/New Clerk	Hold until appointment of new Clerk
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Carried Forward

51. Contact Ceredigion Council to seek clarification on numbers of local users affected by the reduction in local bus services	Dave
53. Investigate grants available for community councils with regard to IT equipment	Dave
54. Issue Payment to previous website developer	Dave
55. Send picture to Clerk for website	All councillors
56. Investigate refurbishment of Cellan War Memorial	C/F to be assigned in New Year
57. Purchase and site new notice board in Cellan Bus shelter	Dave
59. Enquire as to status of Llwynfedw planning application	Dave
61. Set up a short trial Zoom call to check connectivity for all councillors	Dave
62. Finalise website updates and 'go-live', informing local organisations	Dave
63. Issue payment to Elved for website development	Dave

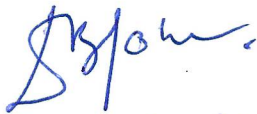
New This Meeting

71. Contact candidate for the role of Clerk, re. face to face meetings and to discuss the current workings of the council	Dave
72. Contact previous councillors and Clerks of the Council regarding the meal for Odwyn	Dave
73. Check payment to Capel-yr-Erw and issue check if required	Dave

Accepted as a true record of the meeting on: 23rd MARCH 2022

By DAVID B. JONES

Signature



Authority

COUNCIL CHAIR