

CWMDU & DISTRICT COMMUNITY COUNCIL

The following are the minutes of an Annual meeting of Cwmdu and District Community Council held at Bwlch Village Hall on the 16th May 2024 at 7pm

Public Representation:

Ann Williams Almshouse Charity - Accounts presentation

Attendance: Cllr John Williams (Current Chair), Cllr Selina Clay, Cllr Martin Pearse, Cllr John Jones, Cllr Paul Silk, Cllr William Forster

Clerk Kay Bailey, County Councillor Claire Hall

A G E N D A

1. To elect the Chairman for the year 2024/2025.

Cllr John Williams was proposed by Cllr Selina Clay and Seconded by Cllr William Forster. The vote was unanimous, Cllr John Williams will remain as Chair for the year 2024/5

2. Chairman to sign acceptance.

3. To elect the Vice Chairman for the year 2024/2025.

Cllr Martin pearse was proposed by Cllr William Forster and seconded by Cllr Selina Clay. The vote was unanimous, Cllr Martin pearse will be the Vice-Chair for the year 2024/5

4. Vice Chair to sign acceptance.

5. Apologies for absence.

Cllr John Jones, Cllr Lesley Garret, Cllr David Meyer and Cllr Hank Jackson

6. Declarations of interest changes.

None.

7. To confirm the Standing Committees for 2024/2025.

Motion: to form a HR/Staffing Committee.

Proposed by Cllr Paul Silk and seconded by Cllr Selina Clay. The vote was unanimous.

Motion: to create terms and reference documents to be approved for this committee.

Proposed by Cllr Martin pearse and seconded by Cllr Selina Clay. The vote was unanimous.

8. To elect Councillors to Standing Committees.

The Vice Chair, Cllr Selina Clay, with a third being co-opted from time to time were elected to this standing committee.

9. Review of the Council's and/or staff subscriptions to other bodies.

One Voice Wales

SLCC - as the Clerk is also a member with a different Council this will be shared.

PAVO - free membership

Clerk (Contracted)

HMRC

Sam Williams - grass cutting contract (review in 2025)

These were all agreed and noted.

10. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses

Rental agreement with Powys County Council for land in Cwmdu (to be discussed in the full meeting)

Rental agreement with the Cwmdu Allotment Society

Agreement with CSEG (Cwmdu Sustainable Energy Group)

Custodian Trustees of Cwmdu Village Hall

11. To elect Councillors to Outside Bodies.

Vedw Wood Charity representation - historical - not required as three Councillors are part of the Charity

Cwmdu Village Hall Committee representation - governing document mentions that a Councillor should be represented on the Charity committee. No representative at this time.

Ann Williams Almshouse Charity representation (no spaces at present) - historical. The Council noted that the accounts had been internally and externally audited.

12. Risk Assessments and Policy review.

Policies are to be fully reviewed via a task and finish group proposed by Cllr Martin pearse and seconded by Cllr Paul Silk

Motion: to appoint a Councillor for the Complaints Panel

To be reviewed by the above group and a full recommendation brought to full council.

13. Confirmation/review of asset register.

The asset register as given by Scribe was shared on screen, it had been sent to Councillors.

There was discussion around the leased land and if they should be included on the asset register. The discussion focused on these areas that the Council gives as a service to the Community, such as the land leased to the allotment society and the playing field. A report will be written by the Clerk that will focus on the leases the Council holds and the liabilities within.

The Clerk suggested that these services could be captured within a Five Year Plan/Vision document to allow the Council and the Community to understand what they do.

The amounts on the asset register were also queried, including the Chain of Office, this will also be reviewed further. Any increases can be given to the insurance company for policy updates.

14. Insurance Renewal and renew of fidelity guarantee
Insurance renewal due 31st May - renewal received.

Motion: to accept the insurance renewal quotation and pay the premium
Proposed by Cllr Selina Clay and seconded by Cllr William Forster

15. Appointment of internal auditor for the year 2024-2025.
Catherine Williams to be retained.

16. Annual Review of the GPOC eligibility.

The Council is not currently eligible. This was noted.

17. Review of the Training Plan (statutory duty).
This plan is work in progress.

18. Annual Review of the Remuneration Panel report & 2024-2025 schedule
The remuneration panel documents were shared and the amounts for home working were confirmed as £156.00 or £52.00 for costs/consumables. Forms for opting out will be sent to Councillors by the Clerk.

19. Annual Review of contracted payments and banking arrangements.
Covered under item

20. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
To be produced with the audit documentation.

21. Annual Report

Motion: to form a "task and finish" group to amend the draft document.
Proposed by Cllr John Willilams and seconded by Cllr Paul Silk. The vote was unanimous and Cllr Paul Silk will draft the document for review with Cllr John Williams.

22. Dates for Ordinary meetings for the coming year.
The Council will continue to meet on the second Thursday of each month, they will not longer list the second meeting but will keep the bookings with the hall for potential emergency meetings.