

In line with the Local Government and Elections (Wales) Act 2021 these minutes are duly published as draft and will be formally agreed at the next meeting of Council.

Cyngor Cymuned Cwmllynfell Community Council



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Minutes of the Meeting of Cwmllynfell Community Council held at Rhiwfawr Hall / ZOOM on Thursday 18th April 2024 6.30PM

**Cllr M Scarll (Chair)
Cllr H Jones
Cllr D Thomas
Cllr C James
Cllr M Evans**

1. Apologies for Absence

Apologies were received from Cllr L Salmon, Cllr H Lewis and Cllr H Williams

2. Declarations of Interest

Councillor H Jones declared a prejudicial interest in item 6c as he had a close family Member who resides in one of the streets named. Cllr H Jones presented the item as the request for repair had been made to him from several residents and then he left the meeting whilst the decision was made. Cllr H Jones took no part in the decision process for this item.

3. Minutes of the Meeting held on 21st March 2024

RESOLVED: To approve the minutes of the meeting held on the 21st March 2024 as a true and accurate reflection of the meeting

4. Financial Matters

a. Payment of Accounts –April 2024

In relation to the payment of accounts, Members questioned the payments to the Community Hall(s) and when this would be reviewed. The Clerk advised that when the Council sets their budget and pre-cept they are presented with a comprehensive report which sets out the proposed budget for the year ahead so this is members opportunity to review all commitments for the year ahead and whether they wish to propose any other projects as these will need to be factored into the budget.

Members requested that at the time of setting the next budget that the Council agree the Budget and any projects for the year ahead, the month before setting of the pre-cept.

Members: Cllr M Scarll, Cllr H Jones, Cllr M Evans, Cllr D Thomas, Cllr C James, Cllr L Salmon, Cllr H Williams, Cllr H Lewis

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RESOLVED: To authorise the payments for April 2024
To agree the council budget in November of each year

Sarah Daniel	Salary	694.76
HMRC	Income Tax	165.08
NEST	Pension	57.78
O2	Mobile Phone	13.20
Wrenvale	Cemetery "reset cut"	816.00
Rhiwfawr Hall	Annual Grant	2000.00
Cwmlllynfell Hall	Annual Grant	4500.00
MJ Computers	Laptop Service and repair	110.00
X1 Member (late payment)	Member remuneration	156.00

b. Approval of Accounts 2023-24

The Clerk presented the end of year accounts to Members for agreement as an accurate reflection of the Councils financial position at 31 March 2024. In response to a question regarding the overspend in Parks and Open Spaces, she advised that £4,500 of this was due to the investment in Rhiwfawr, whereby the fencing bordering the field had been repaired. She reminded Members of earlier quotes received in the region of £10,000 and Members had agreed to undertake repairs to this in stages each financial year.

Receipts	Budget	Actual	Difference
Precept	£43,000.00	£43,000.00	£0.00
Interest	£0.00	£0.00	£0.00
Cemetery	£0.00	£3,382.10	-£3,382.10
Other	£0.00	£156.00	-£156.00
VAT Refund	£0.00	£7,328.42	-£7,328.42
Grants	£0.00	£0.00	£0.00
Total Receipts	£43,000.00	£53,866.52	-£10,866.52
Payments			
General Administration	£4,930.00	£4,011.63	£918.37
Payroll and Expenses	£11,132.00	£10,550.76	£581.24
Cemetery	£4,195.00	£3,839.60	£355.40
Parks & Open Spaces	£10,935.00	£17,789.38	-£6,854.38
Community Halls	£8,500.00	£8,500.00	£0.00
Grants	£3,500.00	£1,359.00	£2,141.00
Section 137	£3,000.00	£540.92	£2,459.08
Highways	£0.00	£0.00	£0.00
Designated funds	£0.00	£0.00	£0.00
Total Payments	£46,192.00	£46,591.29	-£399.29

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Balance Sheet			
Balance Brought Forward		£67,496.26	
Add Total Receipts		£53,866.52	
Minus Total Payments		£46,591.29	
Balance Carried Forward		£75,021.39	
Bank Reconciliation Statement Date 31 March 2024			
Unpresented cheques		£250.00	
Unpresented payments			
Total of Bank Accounts		£75,021.39	

RESOLVED: To approve the accounts as a true reflection of the Council's financial position as at 31 March 2024

c. Appointment of Internal Auditor

The clerk advised that she had approached 3 internal auditors to undertake the role of internal auditor following the retirement of the previous Auditor. 2 quotes were returned which were the same price. The clerk advised that one offered a more efficient service, allowing the audit to be undertaken online by uploading a series of documents to a shared drive which in her view would be an easier, more streamlined process as often during the audit process further documents are requested which need to be taken to the auditor's office.

RESOLVED: to appoint KLG Finance Services to undertake the Internal Audit

5. Planning Matters

None received

6. Reports

a. Grounds Maintenance

The Clerk provided the following update to Members:

- Wrenvale new grounds maintenance contract has commenced.
- The Community Council will be invoiced quarterly June, September, December and March providing consistency for both Wrenvale and the CC
- Bins in skate park will be emptied weekly and playground litter picked at the same time

Cemetery

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- Additional cut to the cemetery was undertaken prior to contract starting before psalm Sunday. Cost for additional cut is £816
- Bin from cemetery has been removed as previously agreed due to the change in regulation regarding the disposal of waste.
- Quote to remove trees in between graves from Wrenvale £150. Leaving these will cause damage to the graves– **APPROVED**
- Quote from Wrenvale to remove shrubbery from the bottom of the Cemetery £150 – **APPROVED**

Seasonal Planting

- Hanging baskets - Quote from Wrenvale £25 per basket. Utilising current baskets. *Price previously paid to other supplier £45 per basket*
- Watering service, £30 per visit for all. **APPROVED**
- Quote from Quids Inn Summer planting of pots. £85 per pot **APPROVED**

Members commented that they had already seen a huge improvement in the grass cutting and also stated that the Skate Park looked much improved and cleaner.

Following discussion it was **RESOLVED** to:

1. Approve Wrenvale to undertake the removal of trees between graves and shrubbery at the cost of £300 (total)
2. Appoint Wrenvale to supply plants for Hanging Baskets
3. Appoint Wrenvale to undertake the watering of the hanging baskets
4. Advise Quids in to proceed with the summer planting of the pots.

b. Rhiwfawr Park

A Member had requested that the Council explore the option of upgrading the play Park in Rhiwfawr looking specifically to install new equipment for the older age range children. The clerk advised that she had previously explored this, however, given the size of the park, it was not recommended on Health and Safety grounds to mix the age range of the park as having equipment for older children, needed to be separated from the younger play park and there was not space within the park to allow for this. Having also sought advice on whether the Council would be able to access grant funding, the clerk was advised that given the upgrades to the park are less than 15 years old, a grant application would not be looked upon favourably. Particularly as there was a BMX Track facility outside of the park, aimed at older children.

As the track needed maintenance, this option could be explored and the clerk advised she would obtain quotes for this.

Following a request for a basketball hoop in the Hall car park, the clerk advised that this would not be possible on health and safety grounds in that the car park was open to vehicles. Members asked if a mini basketball court would be an option on the edge of the field, behind the football post bordering the BMX Track. The Clerk advised that she

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could explore this opportunity, and if this was not possible, would see if other options were available such as play equipment for older children and bring options to a future meeting for members to consider

RESOLVED: Clerk to obtain quotes for repairs to bike track and to obtain options for older children's play opportunities on the field.

c. Gynol Road / Harris Road repair

Councillor H Jones advised that he had received requests from residents of the two roads above for the Community Council to fund the cost of the road repairs which were damaged from pot holes. Both roads were unadopted and were in the private ownership of the residents. Due to his interest Cllr H Jones left the meeting whilst this was being considered by Members

The clerk advised that she had sought advice from One Voice Wales who advised in the case of an unadopted road the responsibility for its maintenance and repair rests with the householders. It would be in their view unwise for the Community Council to contribute financially using powers available under S137 of the Local Government Act 1972 due to the undesirable precedent this would create.

Members considered the request and the advice received and all Members present agreed not to fund the repairs to the roads.

RESOLVED: Not to contribute to the cost of the repairs of both roads

d. Borough Member update

The Borough Member advised that NPT Council will soon be considering a Waste Strategy which will look to increase recycling rates throughout the Borough, one of the proposals to achieve this is to move to three weekly bin collections in order to meet Welsh Government recycling targets. A consultation will be launched on the 16th May 2024 which Members can share with their residents.

7. Date and Time of next meeting

AGM – 16 May 2024 6.30PM Cwmlllynfell Hall

8. Urgent Business

None

Meeting closed at 19.35