



*Minutes of the Council meeting held at the Coracle Hall, Llechryd at 7pm on the 1<sup>st</sup> July, 2024 in accordance with The Local Government and Elections (Wales) Act 2021. Virtual access was also provided.*

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**Present:**

Cllr Jan Culley (Chairman), Iwan Davies, Ken Symmons, Colin Lewis, Hywel Davies, Amanda Edwards, Clive Wychwood, and Ruth Davies.

Clerk

Members of the public: 0

**1. Apologies for absence**

Apologies were accepted from Cllr Gareth El Tawab.

**2. Declarations of interest on Matters arising from the Agenda.**

Cllr R. Davies declared an interest in the agenda item regarding Gardner's Cottage planning permission. It was noted however that the time for submissions to Ceredigion County Council had passed.

**3. Confirmation of Order of the Agenda and identification of any items that might be resolved in confidential session.**

The agenda was accepted as presented with the addition of a briefing by Cllr K. Symmons as a member of the Cardigan Hospital and Community League of Friends. It was agreed that this would be added to future agendas.

**4. Confirmation of Minutes**

**4.1 Confirmation of Minutes of 3<sup>rd</sup> June 2024**

It was noted that there was a grammatical error in the minutes and it was agreed this would be corrected.

Proposed that the minutes be altered to correct the grammatical and be accepted as a true record	Seconded	
Cllr C. Lewis	Cllr C. Wychwood	Carried

**5. Update on Meeting arrangements.**

Nothing to report.

**6. Planning.**

No further updates.

*Planning enforcement*

No report.

*Chairman's signature*

*Dated:*

*LDP 2 Update*

Nothing brought forward.

**7. County Councillors' Report**

Cllr A. Edwards reminded the meeting that the swimming pool survey needed to be updated.

It was agreed that this section would be renamed "County Council Matters" in future meetings.

Proposed that the County Councillor's Report be renamed County Council Matters in future agendas.	Seconded	
Cllr C. Wychwood	Cllr C. Lewis	Carried

**8. Finance and Administration***8.1 Monthly Payments***Payments out**

July 2024

<b>Date received</b>	<b>Supplier</b>	<b>Invoice Number</b>	<b>Item/Service</b>	<b>Amount</b>
31/05/2024	LAS Recycling	P221979	General Waste - May 2024	27.89
30/06/2024	Danfo	7983	Cleaning - June 2024	273.00
23/06/2024	Coracle Hall	1136	Coracle Hall -13/05/2024	20.00
28/06/2024	Chairs Dinner	1929	Tarfarn y Penllwyndu	50.50
01/07/2024	Clerk	n/a	Pay May	431.98
01/07/2024	Clerk	n/a	HMRC May	108.00
01/07/2024	Clerk	n/a	WFH Allowance May	6.16
01/07/2024	Clerk	n/a	Pay June	454.72
01/07/2024	Clerk	n/a	HMRC June	113.68
01/07/2024	Clerk	n/a	WFH Allowance June	6.48
			<b>Total</b>	<b>1,492.41</b>

Proposed that the tabled figures be accepted	Seconded	
Cllr C. Lewis	Cllr C. Wychwood	Passed

*8.1.1 Bank Reconciliation*

Deferred.

*8.2 Year end**8.2.1 To note first draft documents for Year End Accounts*

Deferred to next meeting

*8.2.2 Internal audit*

Deferred to next meeting.

*8.2.3 External audit*

Deferred to next meeting.

Chairman's signature

Dated:

### 8.3 Future meetings

#### 8.3.1 Reference to Code of Conduct, Standing Orders

It was agreed that there was a need for Code of Conduct training but this item be removed from the agenda in future.

#### 8.3.2 Development Plan

The development and training plan is something that is needed if we are to have a highly functioning Council. It was agreed to rebadge this item the "Development and Training Plan". This would be linked to a list of projects that are either ongoing or on a to do list.

Proposed that this section be dealt with in future as the Development and Training Plan	Seconded	
Cllr C. Lewis	Cllr I. Davies	Passed

#### 8.3.3 Review of Agenda

Deferred.

### 8.4 Technology

#### 8.4.1 Dedicated email

Deferred.

#### 8.4.2 Facebook Page

The Facebook page is now up and running. Proposals were requested regarding how the page is to be used and administered. It was agreed that a number of options for the operation of the page would be worked up. Councillors need to submit any ideas they have.

#### 8.4.3 Website

Cllr I. Davies to assist the Clerk in updating the website and uploading the minutes for the period December 2023 to date.

### 8.5 Land registration

Deferred

### 8.6 Grants

Nothing to report.

## 9. Committees

#### *The Finance and Governance Toolkit for Town and Community Councils*

A meeting of the Committee needs to be arranged.

#### *HR Committee*

Meeting to be arranged.

#### *Finance Committee*

The idea was put forward that the Finance Committee remit needs to be extended to be a Finance Governance and IM&T Committee.

It was noted that this was linked with the Finance and Governance Toolkit Committee and that the matter be deferred until the Committee reported. It was agreed that as an interim measure the Finance Committee would go ahead as agreed in June.

The Clerk agreed to look at Terms of Reference for the extended Committee.

Chairman's signature

Dated:

Proposed that an interim Finance Committee appointed and meet before the September Council meeting.	Seconded	
Cllr C. Lewis	Cllr C. Wychwood	Passed

Proposed that the Committee structure be looked at after the Toolkit Committee had reported.	Seconded	
Cllr J. Culley	Cllr C. Lewis	Passed

## 10. Highways and Public Rights of Way

### 10.1 Action areas – No Update.

#### 10.1.1 Mapping for village nameplates and speed

A discussion was engaged in about the survey that Elin Jones had done into the 20mph speed limit in the area. A resident has raised concerns that the final report does not represent views in the area. Councillors also thought that the final report did not reflect the submission that the Council had made and thus did not reflect the views of residents.

It was noted during the discussion that the Council needed to reflect the views of all residents and not just the active ones.

Cllr A. Edwards is to obtain a copy of the Council's submission from Elin Jones to see if it does in fact reflect the views of the Council and the final report is in fact correct.

Cllr J. Culley is to write to the resident to say that the Council has requested a copy of its submission and will investigate if the information included in the final report.

Cllr A. Edwards is to request a copy of the map for the wall in the Coracle Hall. The Clerk was asked to make 10 A3 copies of the map for Councillors.

#### 10.1.2 Gutters

It was noted that some gutters needed cleaning. Cllr A. Edwards is to raise the matter with Ceredigion County Council. Councillors were reminded of the 7<sup>th</sup> July 2024 Litter Pick event in the area.

### 10.2 Footpaths / open spaces

#### 10.2.1 Llechrhyd Bridge/River

Cllr C. Lewis has prepared a summary of problems with the bridge and river. It was agreed that Cllr C. Lewis would submit this information to Ceredigion County Council.

#### 10.2.2 Public Rights of Way

It was agreed that Cllr A. Edwards would invite the relevant officer from Ceredigion County Council to a future meeting to discuss this matter.

## 11. Amenities

### 11.1 Toilet Block

The Clerk had asked Mr. Rose about this matter but nothing concrete had been decided. It was agreed that the Clerk would follow this up with electricians one of whom would be selected do the electrical testing and install the heater.

Chairman's signature

Dated:

## *11.2 Play Area / Field*

### *11.2.1 Climbing Frame*

The position regarding the climbing frame needs to be followed up.

### *11.3 Church of the Holy Cross, Llechryd*

Deferred. Cllr C. Lewis and the Clerk to take forward.

### *11.4 Millenium Building*

Nothing to report.

### *11.5 Memorial bench for residents*

This has now been sorted. The Council extended thanks to two residents who had helped moving the bench.

### *11.6 Allotment provision*

It was agreed that the Facebook page would be used to gauge interest in the provision of allotments. It was noted though that the Council did not have any land to use as allotments.

### *11.7 Defibrillators*

It was noted that the signs at Croes y Llan needed to be corrected. It was agreed that Cllr K. Symmons and Cllr C. Wychwood would rectify these.

Cllr C. Wychwood is to liaise with the Clerk regarding the purchase of new pads.

### *11.8 Noticeboards*

Deferred.

### *11.9 Grit Bins*

It was noted that the grit bin at Coed Mor had toppled and Ceredigion County Council needed to be informed via CLIC.

There was an ongoing problem with Cwm Ddu. A yellow bin at the location needs to be replaced y a green bin.

Cllr C. Wychwood is to provide the Clerk with the locations.

### *11.10 Replacing D-Day Flag with a Welsh Flag*

The Clerk informed the Council of the cost range for doing this. Councillors thought it was possible to source flags more cheaply in the area. Cllr J. Culley agreed to investigate this and report back to the Clerk.

## **12. Events**

### *12.1 Social*

Chair's Dinner was on 28<sup>th</sup> June 2024. This item is to be removed from the agenda in future.

### *12.2 Community Health Awareness Day*

Cllr Wychwood updated the meeting regarding the current progress towards hosting the Health Awareness Day. The costs of the event are £450, plus food, plus the cost of the hall. Cllr Wychwood reported he was having difficulty getting some professionals to attend.

## **13. Meeting Reports**

*Chairman's signature*

*Dated:*

**13.1 School Governors**

Cllr R. Davies announced that she has stepped down as a school Governor. Cllr J. Culley volunteered to take up the post.

Proposed that Cllr J. Culley take up the post of school governor.	Seconded	
Cllr C. Lewis	Cllr H. Davies	Passed

**13.2 Coracle Hall**

Nothing to report.

**13.3 PACT meeting**

Nothing to report.

**13.4 Resilience Group**

Nothing to report.

**13.5 OVW Regional Committees**

Nothing to report.

**13.6 River Stakeholders Group**

Nothing to report.

**13.7 Cardigan Hospital and Community League of Friends**

Cllr K. Symmons briefed the meeting on the hospital car scheme operated by the League of Friends.

**14. Correspondence** (to include consultation documents not covered under any other heading).  
There was no correspondence.

**15. Personal Matters – Councillors’ exchange of information**  
No matters arising.

**16. Date of next meetings**  
Monday, 2<sup>nd</sup> September at 7pm.

There being no further business to discuss, the meeting closed at 9 35 pm.

*Chairman’s signature*

*Dated:*