



Minutes of the Council meeting held at the Coracle Hall, Llechryd at 7pm on the 6th January, 2025 in accordance with The Local Government and Elections (Wales) Act 2021. Virtual access was also provided.

Present:

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

Clerk

Members of the public: 0

A minutes silence was held for the late ex County Cllr Hayden Lewis before the start of the Council meeting. It was agreed that the Council would send a letter of condolence to his wife.

1. Apologies for absence

Apologies for absence were received from Cllr Gareth El Tawab.

2. Declarations of interest on Matters arising from the agenda.

There were no declarations of interest.

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.

4. Confirmation of Minutes of 26th November 2024 and 2nd December 2024

4.1 Confirmation of Minutes of 26th November 2024

Some Councillors wanted the words great efforts removed from the sentence "The Council had gone to great efforts to facilitate the grant but the revised offer was turned down by Parti Yn Y Parc". Cllr Wychwood proposed an amendment to the motion that the words "some lengths" replace "great efforts"

Chairman's signature

Dated:

Proposed that the words “great efforts” be amended to “some lengths”.	Seconded	
Cllr C. Wychwood	Cllr J. Culley	Carried – 2 votes with 3 abstentions

Cllr Edwards did not vote due to a conflict of interest.

Cllr Wychwood requested that the words “was angered by” be changed to “objected to”.

Proposed that minutes 26 th November 2024 be accepted as an accurate record subject to the above amendments.	Seconded	
Cllr C. Wychwood	Cllr I. Davies	Carried

4.2 Confirmation of Minutes of 2nd December 2024

Proposed that minutes 2 nd December 2024 be accepted as an accurate record subject to the correction of a typing error.	Seconded	
Cllr C. Wychwood	Cllr I. Davies	Carried

5. Update on Meeting arrangements.

Nothing to report.

6. Cyllid a Gweinyddu / Finance, Governance, IM&T & Administration

6.1 Year End

6.1.1 Year End Update

The Clerk reported that he had now received queries regarding the accounts working papers from the external auditor and was working with the external auditors to resolve these queries.

6.2 Internal Audit

6.2.1 Progress on Implementing Internal Audit Recommendations

The risk management work the Internal Auditor asked be undertaken is still work in progress. See update on outstanding work in 6.5.3

Chairman's signature

Dated:

6.3 January 2025 Financial Matters

6.3.1 Paper Jan 2025-1

The Clerk presented a paper to the Council dealing with the bank reconciliation, income, and payments for approval.

Monthly Payments December 2024

A schedule of payments was presented to the Council for approval.

Payments

January 2025 Council

Bank Transfer/Other

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
01/12/2024	Coracle Hall	1233	Hall Hire 04/11/2024	20.00
29/11/2024	Danfo	8338	November Public Toilets	273.00
12/09/2024	Darren Williams	70	Llechrhyd Field and play area	315.00
28/10/2024	Darren Williams	67	Llechrhyd Field and play area	315.00
05/10/2024	Darren Williams	68	Llechrhyd Field and play area	315.00
16/08/2024	Darren Williams	55	Llechrhyd Field and play area	315.00
30/08/2024	Darren Williams	54	Llechrhyd Field and play area	315.00
02/08/2024	Darren Williams	52	Old Church	95.00
30/08/2024	Darren Williams	53	Old Church	95.00
19/09/2024	Darren Williams	69	Old Church	95.00
08/10/2024	Darren Williams	66	Old Church	95.00
07/01/2025	Clerk	n/a	Gross Pay December	625.24
07/01/2025	Clerk	n/a	WFH December	7.13
28/11/2024	Morrisons	Jan Exp 1	Napkins Xmas party	7.50
29/11/2024	Morrisons	Jan Exp 2	Fruit Juice Xmas Party	14.75
30/11/2024	Morrisons	Jan Exp 3	Mince Pies Christmas Lights	14.50
30/11/2024	Morrisons	Jan Exp 3	Wine Xmas party	56.00
30/11/2024	Morrisons	Jan Exp 3	Fizzy Drinks Xmas Party	3.90
09/12/2024	The Works	Jan Exp 4	2025 Diary and Envelopes	3.50
09/12/2024	Home Bargains	Jan Exp 5	Printer paper	4.98
26/10/2024	Aldi	Jan Exp 6	After 8 Christmas Party	12.45
27/11/2024	Post Office	Jan Exp 7	Postage	2.60
02/12/2024	Cracker Co	Chair Exp	Childrens Gifts	15.13
02/12/2024	Baker Ross	Chair Exp	Childrens Gifts	7.94
02/12/2024	The Works	Chair Exp	Childrens Gifts	44.79
02/12/2024	B and M	Chair Exp	Childrens Gifts	10.83
02/12/2024	Amazon	Chair Exp	Childrens Gifts	63.27
02/12/2024	Amazon	Chair Exp	Raffle Tickets and Crackers	29.22
02/12/2024	B and M	Chair Exp	Table Clothes and Decorations	34.00
			Total	3,205.73

Chairman's signature

Dated:

Direct Debit

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
30/11/2024	LAS Recycling	P236780	Waste November	27.77
Total				27.77

Income received November 2024

Transaction Date	Received From	Transaction Reference	Transaction Description	Credit Amount £
08/11/2024	Ceredigion CC	n/a	Interest	56.32
Total				56.32

Bank Reconciliation at 22nd November 2024

The Clerk presented Councilors with a bank reconciliation at 22nd November 2024.

	Main Account £	Business Account £	Total Cash £
Balance per the cash Book	101,407.07	1,014.58	102,421.65
Balance per the Bank Statement	101,407.07	1,014.58	102,421.65
Reconciling Items			0.00
			0.00
			0.00
	<u>101,407.07</u>	<u>1,014.58</u>	<u>102,421.65</u>

<p>It is proposed that the Council approves the:</p> <ul style="list-style-type: none"> • Payments for the period December 2024 • Income received in the period 30th October 2024 to 22nd November 2024 • The Bank Reconciliation at 22nd November 2024 	Seconded	
Cllr J. Culley	Cllr C. Wychwood	Carried

Chairman's signature

Dated:

6.3.2 2025-26 Planning and Precept Jan 2025-2

The Council voted on the motion not to support the annual payment of £156 to Councillors.

It is proposed that the Council does not support the annual payment of £156 to Councillors.	Seconded	
Cllr J. Culley	Cllr C. Wychwood	Carried

The Clerk presented the Council with a financial planning paper for 2025-26 and the proposed precept that the Council should set for 2025-26.

The Clerk said that the Council's reserves had taken a hit during the year as a result of the additional cost of the maintenance of the path in the playing fields. This meant that unallocated reserves at the 31st March 2025 were now projected to be £8,687 down from £27,532 at 31st March 2024.

The Council needed to set a budget of £39,651 for the year and so the Clerk proposed setting the precept at £40,000.

The chair proposed to the Council that the precept be set at this level but the motion had no seconder.

Councillors believed that it was too big a jump to increase the precept from £32,400 in 2024-25 to £40,000 in 2025-26. It was proposed by Cllr Wychwood that the motion be amended and the precept be set at £35,000.

It is proposed that the Council sets its precept for 2025-26 at £35,000.	Seconded	
Cllr C. Wychwood	Cllr A. Edwards	Carried by 5 votes with the Chairman voting against the motion

The Clerk pointed out that if the precept is set below the level of the budget, then this erodes the financial flexibility that the Council has to deal with any unforeseen circumstances. It also runs the risk that the Council will have to increase the precept by a larger amount in future funding rounds.

6.3.3 Draft Christmas Party Report

The Clerk presented a report on the OAP's Christmas Party to the Council. The Council had provided the party for less than the £1,200 voted it by Council. Some costs, including the hire of the Coracle Hall, were currently draft but this would not affect the final result in any material way.

Cllr A. Edwards asked if the Clerk's costs were included in the costs of the party. The Clerk confirmed to the meeting that all the work he had done organising the OAP's

Chairman's signature

Dated:

Christmas Party was not charged to the Council.

Cllr Wychwood thanked the Chair and the Clerk for the work they had done in organising the party.

It was agreed that in future Council papers would be given descriptive titles as well agenda reference titles.

6.4 External Audit

6.4.1 Update on Audit.

Nothing additional to report.

6.5 Governance

6.5.1 Annual Return 2022-23

The outstanding Annual Returns are set out in the list of outstanding work in 6.5.3. It was agreed that Cllr I. Davies and the Clerk would meet to progress this.

6.5.2 Timetable Compliance Paper

It was noted that delays occurred in the issue of the minutes due to the fact the Clerk was ill.

6.5.3 Update on Outstanding Work

The Clerk updated the Council on the list of outstanding work in hand at 6th January 2025. The Chair suggested that the list be kept intact as a control with completed items being noted and their completion date recorded.

Outstanding Work List 6th January 2025

1. Access to bank account and card
2. Cllr conciliation following complaint
3. Budget and Precept
4. Write specification for new website
5. Updating Standing Orders
6. Updating Financial Regulations
7. Revise Grant Application System and Forms
8. Annual Report 2022-23
9. Annual Report 2023-24
10. Write procedures for the payment of invoices and payroll
11. Toilets – electrical and taps
12. Tender for path in playground
13. Deal with Church of the Holy Cross
14. Resolve issues with the equipment in the playground
15. Cllr Recruitment

Chairman's signature

Dated:

- 16. Development of Playing Fields Charity
- 17. Risk Management work for Internal Auditors
- 18. Translation of minutes into Welsh

6.5.4 Councillor Recruitment Plan

The Clerk is to search e mails regarding the last recruitment phase and work with the Chair to implement this.

6.6 Development and Training Plan

Members need to receive Code of Conduct training. If possible, the facilities available in the Coracle Hall can be used to facilitate this for all members.

6.7 Technology

6.7.1 Dedicated email

Cllr I. Davies informed the meeting that he had sent the Clerk information required to set members up on the new e mail that morning. The Clerk will send out the information. The Council will then need to transition onto the new addresses.

6.7.2 Facebook Page

Cllr C. Wychwood had nothing further to report. The Clerk agreed to send the WLGA guidance to Cllr Wychwood.

6.7.3 Website

No further progress to report.

6.8 Land registration

See item 6.5.3.

6.9 Grants

There were no grants to consider.

7. Planning.

No further updates.

Planning enforcement

Nothing to report.

Chairman's signature

Dated:

LDP 2 Update

Nothing to report

8. County Council Matters

Cllr Edwards reported that she had visited a facility for children with complex needs in Aberaeron and Felinfach. Cllr Edwards had also visited a Wellbeing Centre in Lampeter.

9. Committees

The Chair informed the meeting that she would come back to the next meeting with a proposal regarding the future of the Toolkit Committee.

A meeting of the HR Committee needs to be convened.

A meeting of the Finance Committee is yet to be convened.

10. Highways and Public Rights of Way

10.1 Action areas

10.1.1 Mapping for village nameplates and speed

The Clerk is to follow up the mapping.

10.2 Footpaths / open spaces

10.2.1 Llechrhyd Bridge/River

Debris is still blocking the river after Storm Darragh. It was noted that this was causing erosion of a field down river.

10.2.2 Public Rights of Way

It was noted that there are problems with cars speeding in back lanes.

It was reported that missing signs for rights of way had not been replaced as Ceredigion County Council had no funds to do this.

11. Amenities

11.1 Toilet Block

Details of works are ready to be sent out to contractors. The Clerk will action this in January.

Chairman's signature

Dated:

11.2 Play Area / Field

11.2.1 Climbing Frame

See 6.5.3.

11.2.2 Path

See 6.5.3.

11.3 Church of the Holy Cross, Llechryd

See 6.5.3.

11.4 Millenium Building

The clerk is to contact Birch regarding the branches and the overhead power lines in January.

Cllr K. Symmons left the meeting at 8:45pm.

11.5 Defibrillators

A motion had been proposed to the effect "Cllr C. Wychwood is given operational responsibility for defibrillators with financial matters referred back to Council for approval".

Following discussions by the Council it was not thought appropriate that all financial decisions needed to be referred back to Council. It was agreed that financial decisions up to the value of £100 could be taken by Cllr Wychwood in consultation with the Clerk as the RFO. The original motion was amended to reflect this before it was voted on.

Cllr C. Wychwood is given operational responsibility for defibrillators and financial decisions up to £100 in consultation with the Council's RFO. Financial decisions in excess of £100 need to be referred back to Council for approval	Seconded	
Cllr J. Culley	Cllr I. Davies	Carried

Council voted on replacement of the defibrillator in the Coracle Hall subject to the new defibrillator being able to fit the box at the Coracle Hall. The rationale for this is that the model of defibrillator at the Coracle Hall car park is now old and being phased out.

Chairman's signature

Dated:

The Council does replace the defibrillator in the Coracle Hall car park with a Zoll AED+ machine, the same as at Cardi Builders, and should do so immediately using the cheapest known retailer for that item.	Seconded	
Cllr A. Edwards	Cllr C. Wychwood	Carried

It was agreed that Cllr Wychwood would sort out defibrillator signs and organize defibrillator training at the Coracle Hall.

It was noted that BHF funding may be available for the defibrillator and this will be looked into.

11.6 Noticeboards

The graffiti artist has been contacted but has not replied to the Council.

11.7 Grit bins

The Clerk is to report to the County Council regarding the maintenance of grit bins.

12. Events

Nothing to report.

13. Adroddiad / Meeting reports

13.1 Resilience Group

Cllr Edwards reported on the activities of the group during Storm Darragh. The response to the adverse conditions was good and residents received a good service from all who helped. The National Grid were helpful in restoring peoples' power.

13.2 School Governors

Cllr Edwards said the teachers and pupils at the school were doing well.

13.3 PACT Report

Cllr Edwards said that the PCSO response to Strom Darragh had been very goo and praised the local PCSO.

14. Correspondence / Gohebiaeth (to include consultation documents not covered under any other heading)

It was noted that Mr S. King would need to step down from the duties that he

Chairman's signature

Dated:

currently does for the Council. The Council would need to find someone to take over his role in respect of grounds monitoring.

15. Matterson Personol / Personal Matters - Cllrs Exchange of Information / Cyfnewid Gwybodaeth

A letter of thanks be sent to the Ladies knitting Club for their efforts in Llangoedmor Church during Remembrance commemorations.

A letter of thanks be sent to the local PCSO for the work he did in helping local people in Storm Darragh.

16. Date of next meetings

Monday, 3rd February 2025 at 7pm.

There being no further business to discuss, the meeting closed at 9.10pm.

Chairman's signature

Dated: