



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

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**Present:**

Cllrs Ken Symmons (Chairman), Jan Culley, Hywel Davies, Clive Wychwood and Gareth El Tawab.

Clerk

Members of the public: 2

The Chairman welcomed the members of the public.

One member of the public, purporting to represent members of the public who had been present at the meeting on 2<sup>nd</sup> June 2025, had a prepared statement that they requested they read out to the meeting. The statement dealt with the minutes of the meeting of 2<sup>nd</sup> June 2025. In particular they felt that the minutes did not fully record the statements they had made at the meeting. The Council noted the concerns raised in the statement.

The Clerk responded by saying that the minutes of meetings are a summary of proceedings and do not record every detail of what was said. The Clerk went on to list two items in the statement that were factually incorrect. It was agreed that the statement would be noted under correspondence.

**1. Apologies for absence**

Apologies were received from Cllr J. Culley who would not be able to arrive in time for the start of the meeting.

**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.**

It was agreed that the public would be excluded from the discussion of item 6.2.1.

*Chairman's signature*

*Dated:*

Proposed that the agenda was accepted as presented with the public excluded for item 6.2.1	Seconded	
Cllr C. Wychwood	Cllr G. El Tawab	Carried

#### 4. Confirmation of Minutes of 2<sup>nd</sup> June 2025 and 16<sup>th</sup> June 2025

Cllr Wychwood asked that it be recorded on page 655 that two items he had submitted for the agenda were not included on the agenda. It was noted that in future whenever a Councillor submits a motion that has a financial impact, they have to submit a paper to the Council within the prescribed period setting out the financial impact of the proposal. It was noted that the Clerk had sent Cllr Wychwood an e mail saying why the motions had not been put on the agenda.

Cllr El Tawab asked that the statement regarding PACT on page 659 be amended. This is to record the fact that in an area of Ceredigion the County Councillor had intervened to have a 30 mph speed limit imposed on a stretch of road and this needs to be done in the Llangoedmor area.

Cllr Culley joins the meeting at 7:15pm.

Proposed that the minutes of 2 <sup>nd</sup> June 2025 be accepted as an accurate record, subject to the above amendments.	Seconded	
Cllr H. Davies	Cllr G. El Tawab	Carried

Proposed that the minutes of 16 <sup>th</sup> June 2025 be accepted as an accurate record.	Seconded	
Cllr G. El Tawab	Cllr J. Culley	Carried

Cllr Wychwood said it would be useful to look at the way the Council reports and agreed to have a look at the recording of meetings in the minutes.

#### 5. Update on Meeting arrangements.

Nothing to report.

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

##### 6.1 Year End, Internal Audit, and External Audit

##### 6.1.1 Year End Update

##### 6.1.1.1 2023-24 Audited Accounts Paper July 2025-1

The Clerk informed the Council that Audit Wales had now given an audit opinion on the 2023-24 Annual Return. The opinion was qualified and the Clerk went through the reasons for this. The Clerk added that it was likely that the assertions regarding the approval of payments would also apply in the 2024-25 Annual Return. The Clerk expressed his concern that there was no communication with the external auditor regarding the qualification before the issue of the report and he had not been asked for some of the information referred to in

*Chairman's signature*

*Dated:*

the audit report. It was agreed that the Clerk would write to the auditor expressing his concern.

#### 6.1.1.2 2024-25 Annual Accounts Update

The Clerk confirmed that the 2024-25 Annual Return and working papers had been submitted to the external auditor in line with the submission timetable. It was noted that the Training Plan was one of the governance areas external audit would be looking at in the current year

#### 6.1.2 Internal Audit

##### 6.1.2.1 Progress Internal Audit Report

The Clerk reported that work on the Internal Audit recommendations was still ongoing.

#### 6.1.3 External Audit

##### 6.1.3.1 External Audit and Audit Deadlines

Nothing further to report.

#### 6.2 Financial Matters

##### 6.2.1 Finance Paper July 2025-2

The Clerk presented a paper to the Council dealing with the following matters:

- Payments for the July 2025 Council
- Bank charges 10th January 2025 to 9th June 2025
- Income received in the period 1<sup>st</sup> April 2025 to 23<sup>rd</sup> June 2025
- The Bank Reconciliation at 23<sup>rd</sup> June 2025
- That the Council sets up direct debits with the following to SSE Energy and Dwr Cymru

#### Monthly Payments Schedule July 2025

A schedule of payments was presented to the Council for approval. It was agreed that an invoice of £250.14 from Chris Tree for earth anchors would be added to the payment schedule as presented in paper July 2025-2.

#### Monthly Payments Schedule July 2025 Council Meeting

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
31/05/2025	Telemat	inv 9516	Exchange Online Plan	31.68
30/05/2025	Danfo	8724	Cleaning May2025	294.84
08/05/2025	JDH Business Services	5185	Internal Audit 2024-25	452.40
31/05/2025	LAS Recycling	P253603	Cleaning Litter May 2025	56.30
30/06/2025	Danfo	8796	Cleaning June 2025	294.84
03/06/2025	Dwr Cymru	6097405299	Water	449.03
10/06/2025	Clerk	n/a	File	4.00
09/06/2025	Clerk	n/a	Postage	6.30

Chairman's signature

Dated:

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
28/05/2025	Clerk	n/a	Postage	3.60
09/05/2025	Clerk	n/a	Postage	3.60
30/05/2025	Clerk	n/a	Stationary	4.36
29/05/2025	Clerk	n/a	Stationary/Printer paper	6.75
04/06/2025	Cllr H. Davies	34	Materials and Labour for work in play area	121.50
30/06/2025	Coracle Hall	1329	02/06/25 and 16/06/25	20.00
01/07/2025	Clerk	n/a	Gross Pay June	623.28
01/07/2025	Clerk	n/a	WFH May	6.80
28/06/2025	Telemet	Inv 9648	Exchange Plan	31.68
24/06/2025	Chris Tree	2405	8 Hurricane Anchor	250.14
<b>Total</b>				<b>2,661.10</b>

**Direct Debit**

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
31/05/2025	LAS Recycling	P253603	Waste May	56.30
<b>Total</b>				<b>56.30</b>

**Bank Charges 10<sup>th</sup> January 2025 to 9<sup>th</sup> June 2025**

Invoice Date	Transaction Reference	Period	Credits Paid In £	Cash Paid In £	Cheques Paid In £	Cheques Paid Out £	Account Maintenance Fee £	Total £
10/02/2025	449524164	10/1/2025 to 9/2/2025	0.42	2.64	0.56	0.00	4.25	7.87
10/03/2025	451933108	10/2/2025 to 9/3/2025	0.00	0.00	0.00	0.00	4.25	4.25
11/04/2025	454373568	10/3/2025 to 9/4/2025	0.00	0.00	0.00	0.00	4.25	4.25
12/05/2025	456792084	10/4/2025 to 9/5/2025	0.00	0.00	0.00	0.00	4.25	4.25
11/06/2025	459264647	10/5/2025 to 9/6/2025	0.00	0.00	0.00	0.50	4.25	4.75
								25.37

It was noted that the Clerk will be taking up the matter of charges with the bank once he has the authority to deal with the bank.

**Income Received 1<sup>st</sup> April 2025 to 23<sup>rd</sup> June 2025**

Transaction Date	Received From	Transaction Reference	Transaction Description	Credit Amount £
30/04/2025	Ceredigion CC	67687	Precept	11,666.67
30/04/2025	Ceredigion CC	67687	Burial Grounds	390.00
<b>Total</b>				<b>12,056.67</b>

Chairman's signature

Dated:

## Bank Reconciliation at 23<sup>rd</sup> June 2025

The Council was presented with a bank reconciliation to 23<sup>rd</sup> June 2025.

### Direct Debits

The Council were asked to set up direct debits to pay:

- SSE Energy
- Dwr Cymru

It is proposed that the Council approves the: <ul style="list-style-type: none"> <li>• Payments for the July 2025 Council</li> <li>• Bank charges 10th January 2025 to 9th June 2025</li> <li>• Income received in the period 1<sup>st</sup> April 2025 to 23<sup>rd</sup> June 2025</li> <li>• The Bank Reconciliation at 23<sup>rd</sup> June 2025</li> <li>• That the Council sets up direct debits with SSE Energy and Dwr Cymru</li> </ul>	Seconded	
Cllr C. Wychwood	Cllr G. El Tawab	Carried

### 6.2.2 2025-26 Planning and Precept

Nothing further to report.

### 6.3 Governance

#### 6.3.1 Timetable Compliance

Nothing to report.

#### 6.3.2 Update on Outstanding Work Paper July 2025-3

The Clerk presented the Council with an updated list of outstanding work.

#### 6.3.3 Bank Signatories Paper July 2025-4

The meeting was informed that Cllr Wychwood did not want to be a signatory to the Council's bank account. A proposal was therefore put forward to amend the proposal in Paper July 2025-4 and remove Councillor Wychwood's name from the list of signatories.

Proposed that the Councillor Wychwood be removed from the list of proposed bank signatories.	Seconded	
Cllr J. Culley	Cllr G. El Tawab	Carried

The amendment having been passed the vote was taken.

*Chairman's signature*

*Dated:*

<p>It is proposed that the Council removes the following as signatories to the Council's Bank Account:</p> <ul style="list-style-type: none"> <li>• Mr. Iwan Davies</li> <li>• Mrs. Amanda Edwards</li> </ul> <p>and the Council appoints the following Councillors as signatories to the Council's Bank Account:</p> <ul style="list-style-type: none"> <li>• Cllr Jan Culley</li> <li>• Cllr Gareth El Tawab</li> </ul>	Seconded	
Cllr C. Wychwood	Cllr H. Davies	Carried

#### 6.3.4 Local Resolution Protocol for Community and Town Councils Paper July 2025-5

Cllr Culley briefed the Council on the Local Resolution Protocol from One Voice Wales that the Wales Ombudsman recommends Councils should adopt.

It is proposed that the Council adopts the One Voice Wales Model Local Resolution Protocol for Community and Town Councils.	Seconded	
Cllr J. Culley	Cllr G. El Tawab	Carried

#### 6.3.5 Proposal for an Open Informal Community Meeting Paper July 2025-6

Cllr Wychwood briefed the Council on his proposal for an informal meeting. Cllr Culley responded by saying that it needed to be part of an overall engagement strategy with the public. It was noted that the Council needed to have definite objectives in its engagement strategy that needed to demonstrate value for money. Councillors then outlined some of the engagement that Councillors had with members of the public and how to maximise the advantages of these.

The need for the Clerk to prepare a proper engagement policy was noted.

The motion was not seconded and so the motion lapsed.

#### 6.3.6 Councillor Recruitment Plan

The Clerk informed the Council that this had been discussed during conversations with the Monitoring Officer. It was noted that Ceredigion County Council could help the Council with the process.

*Chairman's signature*

*Dated:*

#### 6.4 Development and Training Plan

It was noted that this had been raised by the external auditors as part of their 2024-25 governance review. It was noted that the Council needs a plan. It was agreed that a skills questionnaire would be circulated.

#### 6.5 Technology

##### 6.5.1 Dedicated email

The Clerk aims to issue new e mail addresses in August 2025.

##### 6.5.2 Website

The Clerk reported that he is taking this forward. Cllr Wychwood agreed to help in the process.

#### 6.6 Grants

##### 6.6.1 Grant Application Llechryd Football Club Paper July 2025-7

The Council considered the application for a grant from Llechryd Football Club. A Councillor had asked if the people who used the football club came from the Llangoedmor Community Council area. It was confirmed by e mail that approximately 85% of juniors and seniors came from the area.

It is proposed that the Council awards a grant of £2,000 towards the cost of new goal posts.	Seconded	
Cllr J. Culley	Cllr c. Wychwood	Carried

### 7. Ceisiadau Cynllunio / Planning

There were no planning applications.

Planning Enforcement

Nothing to report.

LDP2 update

Nothing to report.

### 8. County Council Matters

The Council had received a briefing paper from the County Councillor for May and June earlier in the afternoon. The Clerk had circulated the paper and if Councillors had any questions they could refer them to the County Councillor.

Cllr J. Culley raised the matter of how the local community could better hold the County Council to account. This included the County Council implementing large increases in the Council Tax while it held £7m in reserves. Cllr Culley also raised other matters that were in the public domain where it would be useful to have more information. This would include

*Chairman's signature*

*Dated:*

things like information about the recent investigation following plans for school closures , and the salary rises that have been received by Councillors and employees of the Council.

The Council asked the Clerk to write to the County Council Chief Executive for clarity on some of these issues.

## **9. Committees**

### **9.1 HR Committee**

A meeting of the HR Committee is to be convened.

### **9.2 Finance Committee**

Nothing further to report.

## **10. Hawliau Tramwy Cyhoeddu / Highways and Public Rights of Way**

### **10.1 Action**

#### **10.1.1 Mapping for Village speed**

It was noted that the 20mph speed limits on the A484 are to remain in place.

### **10.2 Footpaths / open spaces**

#### **10.2.1 Llechryd Bridge/River**

Nothing further to report.

#### **10.2.2 Public Rights of Way**

The Clerk is to work with Cllr El Tawab to resolve this matter.

## **11. Mwynderau/Amenities**

### **11.1 Update on the Field and Play Area**

The Council is to provide Cllr H. Davies with training to deal with hazardous waste that may be encountered in the play area. This will include sharps training and procuring the correct equipment.

### **11.2 Crossing between Garage and School**

The Clerk would write to Ceredigion County Council regarding this matter.

## **12. Events**

Nothing to Report

## **13. Adroddiad / Meeting reports**

Cllr El Tawab reported that she had attended her first meeting of the school governors.

*Chairman's signature*

*Dated:*



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

As agreed, the Council accepted the statement read out by Ms N. Redmond at the beginning of the meeting into correspondence received. A copy of the statement is to be circulated to all Councillors.

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

The Council considered greater use of Llechryd Playing Fields by the Cricket Club. There were no objections to this. The Clerk reminded the Council that the LPFA would want to see risk assessments and liability insurance from anyone who wants to use the field.

**16. Date of next meeting**

Monday, 1<sup>st</sup> September, 2025 at 7pm.

There being no further business to discuss, the meeting closed at 8:50pm.

*Chairman's signature*

*Dated:*