



Minutes of the Council meeting held at the Coracle Hall, Llechryd at 7pm on the 1<sup>st</sup> September, 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, and Gareth El Tawab.

Clerk

County Councillor: 1

Members of the public: 7, including the 2 representatives of the National Eisteddfod.

The Chairman welcomed County Cllr Chris James, the members of the public and representatives from the National Eisteddfod

**1. Presentation by the National Eisteddfod**

The Council received a presentation from members of the National Eisteddfod regarding funding for the 2026 event. The Clerk advised the representatives that they need to complete a grant application form which is available on the Council's website.

The 2 representatives of the National Eisteddfod left the meeting at 7.15pm

**2. Apologies for absence**

Apologies were received from Cllr C. Wychwood.

**3. Declarations of interest on Matters arising from the agenda.**

There were no declarations of interest.

*Chairman's signature*

*Dated:*

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

Proposed that the agenda was accepted	Seconded	
Cllr G. El Tawab	Cllr H. Davies	Carried

#### 5. Confirmation of Minutes of 7<sup>th</sup> July 2025

Proposed that the minutes of 7 <sup>th</sup> July 2025 be accepted as an accurate record.	Seconded	
Cllr J. Culley	Cllr H. Davies	Carried

#### 6. Update on Meeting arrangements.

Nothing to report.

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

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

##### 7.1.1 Year End Update

##### 7.1.1.1 2023-24 Audited Accounts

The Clerk reported that the Notice of Completion of the 2023-24 Audit and the audited accounts had been posted on the website and noticeboard for the statutory 14 days and no electors had come forward.

##### 7.1.1.2 2024-25 Annual Accounts Update

The 20 working days notice period to inspect the 2024-25 accounts had now passed. The clerk had received no requests to inspect the accounts.

##### 7.1.2 Internal Audit

##### 7.1.2.1 Progress Internal Audit Report

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

##### 7.1.3. External Audit

##### 7.1.3.1 External Audit Correspondence

Nothing further to report.

##### 7.2 Financial Matters

##### 7.2.1 Finance Paper September 2025-1

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

*Chairman's signature*

*Dated:*

- Payments for the September 2025 Council
- Income received in the period 23<sup>rd</sup> June 2025 to 29<sup>th</sup> July 2025
- The Bank Reconciliation at 29<sup>th</sup> July 2025
- Council Direct Debits

### Monthly Payments Schedule September 2025

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

### Monthly Payments Schedule July 2025 Council Meeting

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
28/06/2025	Telemet	9468	VAT	6.34
31/05/2025	Telemet	9516	VAT	6.34
30/07/2025	Danfo	8854	Cleaning	294.84
28/07/2025	Telemet	9799	Exchange Online	38.02
25/07/2025	SSE	IV03182386	Electricity	272.15
05/08/2025	Coracle Hall	1345	Hall Hire 07/07/2025	20.00
01/08/2025	B and M	n/a	Stationery - File Dividers	2.00
12/07/2025	Royal Mail	n/a	Postage - Cheques	3.44
02/07/2025	Royal Mail	n/a	Postage - Agenda	7.20
04/08/2025	Morrisons	n/a	Stationery -Envelops	1.25
06/08/2025	Royal Mail	n/a	Postage - Cheques	3.44
08/07/2025	Darren Williams	26	Grass Cutting Church	377.40
08/07/2025	Darren Williams	25	Grass Cutting Playing Fields	1,927.80
01/09/2025	Clerk	n/a	Gross Pay July	682.64
01/09/2025	Clerk	n/a	WFH July	7.45
01/09/2025	Clerk	n/a	Employers NI July	30.94
01/09/2025	Clerk	n/a	Gross Pay August	623.28
01/09/2025	Clerk	n/a	WFH August	6.80
01/09/2025	Clerk	n/a	Employers NI August	30.94
01/09/2025	Clerk	n/a	Employers NI June	30.94
01/09/2025	Clerk	n/a	Employers NI March to May	226.83
<b>Total</b>				<b>4,600.04</b>

### Direct Debit

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
30/06/2025	LAS Recycling	P256166	Cleaning Litter June 2025	29.89
31/07/2025	LAS Recycling	P259790	Cleaning Litter July 2025	56.30
<b>Total</b>				<b>86.19</b>

Cllr H. Davies raised some queries regarding the emptying of the bins by LAS Recycling as the bins seemed to be locked so that rubbish could not be put in them.

The Clerk agreed to discuss the matter with LAS Recycling.

Chairman's signature

Dated:

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

Invoice Date	Transaction Reference	Period	Credits Paid In	Cash Paid In	Cheques Paid In	Cheques Paid Out	Account Maintenance Fee	Total
10/07/2025	461575633	10/6/205 to 9/7/2025	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 4.25	£ 4.25

**Income Received 23<sup>rd</sup> June 2025 to 29<sup>th</sup> July 2025**

Transaction Date	Received From	Transaction Reference	Transaction Description	Credit Amount £
29/07/2025	Ceredigion CC	67687	Precept	11,666.67
<b>Total</b>				<b>11,666.67</b>

**Bank Reconciliation at 29<sup>th</sup> July 2025**

The Council was presented with a bank reconciliation to 29<sup>th</sup> July 2025.

**Direct Debits**

The Clerk confirmed that the Council has set up Direct Debit mandates with the following suppliers:

- SSE Energy
- Dwr Cymru

Cllr Culley asked that the proposal set out in paper September 2025-1 be amended so that approval to payments be subject to the Clerk investigating the LAS matter brought up by Cllr H. Davies.

Proposed that the proposal set out in paper September 2025-1 be amended to read " Approves Payments presented to September 2025 Council subject to the Clerk investigating the matters regarding LAS brought up by Cllr H. Davies"	Seconded	
Cllr J. Culley	Cllr G. El Tawab	Carried

Chairman's signature

Dated:

<p>It is proposed that the Council approves the:</p> <ul style="list-style-type: none"> <li>• Payments presented to September 2025 Council subject to the Clerk investigating the matters regarding LAS brought up by Cllr H. Davies</li> <li>• Income received in the period 23<sup>rd</sup> June 2025 to 29<sup>th</sup> July 2025</li> <li>• The Bank Reconciliation at 29<sup>th</sup> July 2025</li> </ul> <p>And notes:</p> <ul style="list-style-type: none"> <li>• the setting up of Direct Debits with SSE Energy and Dwr Cymru</li> </ul>	<i>Seconded</i>	
Cllr J. Culley	Cllr H. Davies	Carried

### 7.3 Governance

#### 7.3.1 Timetable September 2025 to December 2026 Paper September 2025-2

The above timetable was presented to Councillors. Cllr Culley noted it needed to be amended to read 3 Clear Days. The timetable can be found on the Council's website.

#### 7.3.2 Timetable Compliance

Nothing to report.

#### 7.3.3 Update on Outstanding Work

The Clerk presented an update on outstanding work.

Estimates had been requested for the translation of minutes into Welsh with the closing date being Friday 5<sup>th</sup> September 2025. As these are estimates the clerk will be able to award the contract without further recourse to the Council.

#### 7.3.4 Minutes of Council Meetings Paper September 2025-3

The Clerk presented the Council with a briefing paper setting out SLCC guidance on what should be included in Council minutes.

#### 7.3.5 Councillor Recruitment Plan

The Clerk informed the Council that the notices were going out on Friday regarding the recruitment process and casual vacancies with the process ending on 25<sup>th</sup> September 2025.

Cllr J. Culley raised the matter of safeguarding and whether Councillors should be subject to DBS checks. It was agreed that this should be taken up by the HR Committee.

### 7.4 Development and Training Plan

Nothing further to report.

Chairman's signature

Dated:

## 7.5 Technology

### 7.5.1 Dedicated email

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

### 7.5.2 Website

An initial structure should be ready to review next month.

## 7.6 Grants

The Council had received an e mail from the Sports Club raising the possibility of the Council supporting new dressing facilities at the club.

## 8. Ceisiadau Cynllunio / Planning

The Council raised no objections to A250533.

### Planning Enforcement

Nothing to report.

### LDP2 update

Nothing to report.

## 9. County Council Matters

Ceredigion County Councillor Chris James briefed Councillors on County Council matters.

Cllr James said that August was a quiet month as far as the Council was concerned.

The financial situation was however being discussed in a meeting in the near future. Cllr James addressed questions regarding the financial situation from Community Councillors and in particular the reports of the levels of loans and reserves held by the County Council.

Cllr James also briefed the Council about a scheme in Beulah to buy the old school and playing fields.

The question of parking fees and public toilets in Cardigan was also raised. It was noted that this was due to be discussed in Committee in the future.

## 10. Committees

### 10.1 HR Committee

A meeting of the HR Committee is to be convened.

### 10.2 Finance Committee

Nothing further to report.

*Chairman's signature*

*Dated:*

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

### **11.1 Action**

#### **11.1.1 Mapping for Village speed**

Nothing new to report.

### **11.2 Footpaths / open spaces**

#### **11.2.1 Llechryd Bridge/River**

Nothing further to report.

#### **11.2.2 Public Rights of Way**

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

## **12. Mwynderau/Amenities**

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

It was noted that there was a sewerage leak in the play area on 26<sup>th</sup> July and 2<sup>nd</sup> August leading to contamination. Welsh Water had to be called out to deal with this. The park had to be closed while the Health and Safety issue was dealt with.

The Clerk is to write to Dwr Cymru regarding these matters.

Cllr Davies also raised the problem of a leak in the toilets under this section which required a plumber to be called out.

The Council expressed thanks to Cllr H. Davies who dealt with these matters.

### **12.2 Crossing between Garage and School**

The Clerk reported he had written to Ceredigion County Council regarding this matter.

## **13. Events**

Nothing to Report

## **14. Adroddiad / Meeting reports**

There were no meeting reports.

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

The e mail from the Football Club reported in paragraph 7.6 was logged.

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

Nothing to report.

*Chairman's signature*

*Dated:*

**17. Date of next meeting**

Monday, 6<sup>th</sup> October, 2025 at 7pm.

There being no further business to discuss, the meeting closed at 8:20pm.

DRAFT

*Chairman's signature*

*Dated:*