



Minutes of the Council meeting held at the Coracle Hall, Llechryd at 7pm on the 1st December, 2025 in accordance with The Local Government and Elections (Wales) Act 2021. Virtual access was also provided.

Present:

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

Clerk

County Councillor: 1

Members of the public: 4

The Chairman welcomed the members of the public. The Council heard representations by members of the public.

1. Co-option of Councillor

It is proposed that Mel Robinson be co-opted to fill the existing casual vacancy for a Councillor for Llangloedmor Community Council.	Seconded	
Cllr C. Wychwood	Cllr G. El Tawab	Carried

Cllr M. Robinson signed the Declaration of Office and took up her position as Councillor at 7:16pm. There were now three members of the public in attendance.

The Chair welcomed Cllr Robinson.

2. Apologies for absence

There were no apologies for absence.

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.

The agenda was accepted as presented.

5. Confirmation of Minutes of 3rd November 2025

Cllr Wychwood objected to page 693 of the minutes as he didn't think the first proposal "Adopt the policy as presented as an emergency measure for one month to cover our liability but that we recognise that a long-term option requires additional input" represented the motion that he was voting on. He added that he had sent a motion to the Clerk that had been altered.

The Clerk acknowledged the e mail correspondence regarding the motion, but had altered the motion to make it easier to vote on without changing the context in any way. The Clerk pointed out that Cllr Wychwood had the opportunity under Standing Orders to ask for an amendment to the motion if he wished to do so. The fact remained that the motion voted upon was the one contained in the minutes and so was accurate.

Cllr Culley who had seconded the motion concurred with this and confirmed that the minutes as presented were an accurate record of what was voted on.

Proposed that the minutes of 3 rd November 2025 be accepted as an accurate record.	Seconded	
Cllr J. Culley	Cllr H. Davies	Carried with Cllr C. Wychwood voting against the motion

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 2024-25 Audited Accounts

Nothing to report.

Chairman's signature

Dated:

7.1.2 Internal Audit

7.1.2.1 Progress Internal Audit Report

Nothing to report.

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 December 2025-1

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

- Payments for the December 2025 Council
- Income received in the period 24th September 2025 to 27th October 2025
- The Bank Reconciliation at 27th October 2025

Monthly Payments Schedule December 2025

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

Monthly Payments Schedule December 2025 Council Meeting

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
31/10/2025	Telemat	Inv 10360	llwr.cymru licence 2 years	102.48
27/10/2025	Morrisons	n/a	Envelopes	2.75
28/10/2025	Royal Mail	n/a	Postage	6.30
27/10/2025	B &M	n/a	Envelopes and Batteries	4.25
28/10/2025	RBL	28	2x Poppy Wreath	40.00
01/12/2025	Clerk	n/a	Gross Pay November	445.20
01/12/2025	Clerk	n/a	WFH November	4.86
01/12/2025	Clerk	n/a	Employers NI November	4.23
28/11/2025	Danfo	Inv -0400	Clean Toilets	294.84
28/11/2025	Telemat	INV - 10387	Exchange Online Nov 2025	38.02
03/11/2025	Coracle	1390	Hire 06/10/2025	20.00
02/06/2025	Coracle	1316	Hire May 2025	20.00
Total				982.93

Chairman's signature

Dated:

Direct Debit

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
31/10/2025	LAS Recycling	P267936	Bins October 2025	31.01
			Total	31.01

Bank Charges 10th September 2025 to 9th October 2025

Invoice Date	Transaction Reference	Period	Credits Paid In £	Cash Paid In £	Cheques Paid In £	Cheques Paid Out £	Account Maintenance Fee £	Total £
10/10/2025	468918146	10/9/25 to 9/10/25	0.00	0.00	0.00	2.00	4.25	6.25

Income Received to 24th September 2025 to 27th October 2025

Transaction Date	Received From	Transaction Reference	Transaction Description	Credit Amount £
26/09/2025	Ceredigion CC	RENT70185	Interest	57.15
			Total	57.15

Bank Reconciliation at 27th October 2025

The Council was presented with a bank reconciliation to 27th October 2025. The Clerk reported to the Council that the he had not received any updates to the business account and this would need to be updated when statements were received.

It is proposed that the Council approves the: <ul style="list-style-type: none"> • Payments presented to December 2025 Council • Income received in the period 24th September 2025 to 27th October 2025 • The Bank Reconciliation at 27th October 2025 	<i>Seconded</i>	
Cllr J. Culley	Cllr H. Davies	Carried

Chairman's signature

Dated:

7.2.2 Outturn for the 6 Months to 30th September 2025

The Clerk presented the Council with a cash income and expenditure account and budget for the 6 months to 30th September 2025 for information. This showed that in the period in question the Council had an underspend of £393. It was noted that payroll was overspent because the February salary that is usually paid in March was not paid until 1st April 2025.

Cllr Wychwood commented that it would have been useful to have a projected outturn. The Clerk informed the Council that this would form part of the precept paper to the January 2026 Council meeting.

7.2.3 2025-26 Planning and Precept

Nothing to report

7.2.4 2026-27 Planning and Precept

A plan and precept will be reported to the January 2026 Council meeting.

7.2.5 Community Facilities Programme

Cllr El Tawab indicated there would be a request for resident parking under this scheme.

7.3 Governance

7.3.1 Timetable Compliance

The Clerk reported that the draft minutes were posted later than planned but in accordance with relevant legislation.

7.3.2 Update on Outstanding Work

The Clerk presented the table of outstanding work to the Council.

7.3.3 Bank Signatories

Nothing further to report.

7.3.4 Councillor Recruitment Plan

It was noted that a further prospective Councillor had been identified and would be interviewed in January 2026.

7.3.5 Public Engagement

Nothing further to report.

7.4 Development and Training Plan

Nothing further to report.

Chairman's signature

Dated:

7.5 Technology

7.5.1 Dedicated email

Nothing further to report.

7.5.2 Website

Nothing further to report.

7.6 Grants

7.6.1 Update Grant Application National Eisteddfod

This work is ongoing.

7.6.2 Letter from St Cynllo Church Llangoedmor

A letter was received from the church requesting a donation. Cllr Culley will take this forward with the church. They will need to submit a grant request together with parish accounts.

8. Ceisiadau Cynllunio / Planning

No planning applications were received. The Clerk was asked to look at A240522 dated August 2024.

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 reported he had spoken to the cabinet member responsible for highways who had informed him that the location of the missing grit bins needed to be reported via Click.

Cabinet matters to be dealt with in the future included schools matters such as home schooling, attendance, and behaviour.

The financial plan for 2026-27 would also be a topic for future discussion with the precept and Council tax being set.

The question of the development of the old Cardigan Hospital was raised. It was noted that the development was delayed due to the historical nature of the building.

Having completed the briefing Cllr James left at 8.10pm.

Chairman's signature

Dated:

10. Committees

10.1 HR Committee

A meeting of the HR Committee is to be convened on 8th December 2025.

10.2 Finance Committee

Nothing further to report.

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

Nothing to report.

12.2 Crossing between Garage and School

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

12.3 Defibrillator Policy Paper

Cllr Wychwood stated that the vote on the November agenda did not reflect what he thought had been voted on and did not think that the vote on the revised AED paper should go ahead without a sign off by the Clerk that he said was required by legislation.

The Clerk said he was not aware of this legislation but would check the requirement with One Voice Wales. The Clerk further confirmed that he had read the paper and was satisfied with the procedure as it stood. The Clerk also commented that he was not an expert in this matter and so would need to buy in independent advice if he was required to sign off the technical and legal details in the paper.

Cllr Culley asked Cllr Wychwood as the lead and expert in this area as a medical professional if the procedure as presented was fit for purpose.

Cllr Wychwood confirmed that the paper as presented was fit for purpose but he did not think

Chairman's signature

Dated:

what had been voted on at the meeting of 3rd November 2025 had been what was decided in meeting to take this matter forward.

The Clerk assured the meeting that the vote reflected in the minutes was an accurate record of the motion.

Cllr Wychwood withdrew the paper.

13. Events

13.1 Christmas Lights

The Christmas lights will be switched on at 6.30pm on Thursday 4th December 2025. Children from the school will attend the event. This will be followed by mulled wine and mince pies.

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)

Nothing further to report.

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

Cllr H. Davies expressed the Council's thanks to Parti Yn Y Parc for organising the O.A.P. Christmas Paty.

17. Date of next meeting

Monday, 5th January, 2026 at 7pm.

Any agenda items for this meeting need to be with the Clerk by 19th December 2025.

There being no further business to discuss, the meeting closed at 8:35pm.