

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Annual Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 21st May 2019 at 7PM

Present

Chairman:- D Boulton
Councillors:- K James, M White, C Wynn
In attendance:- Lucy Allen (Clerk)
Public Attendance:- 1

3158 ELECTION OF CHAIRMAN

Members considered the election of a Chairman.

RESOLVED:-

That Cllr Dan Boulton be the Chairman for the year 2019 - 2020, proposed by Cllr James, seconded by Cllr Addis and agreed unanimously.

3159 INSTALLATION OF CHAIRMAN

Cllr Dan Boulton signed the Declaration of Acceptance of office of Chairman for the year 2019 - 2020.

3160 APOLOGIES FOR ABSENCE

Cllrs White and Wynn.

3161 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

3162 MINUTES

Cllr James proposed that the minutes of the ordinary meeting of Council on Tuesday, 16th April 2019 be accepted as a true record. This was seconded by Cllr Boulton and agreed unanimously, the minutes were signed as a true record of the meeting.

3163 MATTERS ARISING FROM MINUTES

ITEM 3147 MATTERS ARISING FROM MINUTES ITEM 3139

CORRESPONDENCE Llanvaches Residents Group – Members were advised that the alcohol license was still being awaited for from Newport City Council.

3164 STANDING ORDERS

The meeting reviewed the Community Councils Standing Orders which had been circulated with the agenda.

RESOLVED:-

To adopt the Standing Orders with no amendments.

3165 Financial Regulations

The meeting reviewed the Community Councils Financial Regulations which had been circulated with the agenda.

RESOLVED:-

To adopt the Financial Regulations with no amendments.

3166 SCHEDULE OF MEETINGS

The meeting noted the schedule of meetings for the year 2019/2020.

3167 ANNUAL RISK ASSESSMENT

The meeting considered the annual risk assessment prepared by the Clerk.

RESOLVED:-

To adopt the Annual Risk Assessment which is prepared in line with the Governance and Accountability for Local Councils in Wales - A Practitioners Guide (2011).

3168 FINANCIAL MATTERS

a. Payment of Accounts

<i>Payee</i>	<i>Description</i>	<i>Cheque Number</i>	<i>Amount</i>
Mrs L Allen	Salary May 2019	Standing Order	£214.94
TOTAL			£214.94

Proposed by Cllr James, seconded by Cllr Addis and agreed unanimously.

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for April 2019 was confirmed.

c. Internal Auditor 2018 - 2019

Members considered the appointment of Ms S Bushell FILCM to carry out the internal audit of Llanvaches Community Council for the financial year 2018 - 2019.

RESOLVED:-

To accept the quotation from Ms S Bushell FILCM and confirm the appointment as the internal auditor to audit the accounts for the year ending 31st March 2019 at a cost of £130.00 (*Accounts and Audit (Wales) Regulation 2014*).

d. Independent Remuneration Panel for Wales – Determination in respect of the Remuneration of Community and Town Councillors.

Members noted the determination of the Independent Remuneration Panel for Wales in respect of remuneration of Community and Town Councillors with Determination (40) and (46) being mandated to Councillors therefore not requiring an "opt in" process.

Determination (40) All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Determination (46) – All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to

carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

RESOLVED:

To implement determination (42), (43), (44), (45), and (47) of the Independent Remuneration Panel for Wales in respect of remuneration of Community and Town Councils:

Determination (42): Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination (43) Payment to members in respect of travel costs for attending approved duties outside the area of the council at either actual costs of travel by public transport or the HMRC mileage allowance.

Determination (44) Reimbursement of subsistence expenses for members attending approved duties of the council which includes an overnight stay at the maximum rates identified on the basis of receipted claims.

Determination (45) Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:

Up to £54.00 for each period not exceeding 4 hours

Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours

Determination (47) Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Proposed by Cllr James, seconded by Cllr Addis and agreed unanimously.

e. One Voice Wales

Members further considered the renewal of the membership to One Voice Wales for 2019 – 2020.

RESOLVED:

To renew the membership of One Voice Wales at a cost of £54.00. Proposed by Cllr James, seconded by Cllr Addis and agreed unanimously (*LGA 1972, s111*).

3169 COUNCIL MANAGEMENT MATTERS

a. Asset Register

The meeting considered the asset register detailing all physical assets owned by the Community Council.

RESOLVED:-

To accept the asset register detailing all physical assets owned by the Community Council. Members noted that the Lenovo laptop was still detailed on the register and requested that it be removed and recycled using Wastesavers.

3170 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report

The meeting noted the fortnightly inspection report was due and were advised that the wood knot on the play stack has still not been sorted by the contractor, in addition the hinge on the

single gate leading into the playing field was jamming and the baby swings were grinding. Cllr Boulton agreed to look into both issues.

Members also requested that the grass cutting contractor be asked that the grass be cut shorter, if the excess grass clumps could be collected and the daffodils around the village be cut back.

3171 PUBLIC PARTICIPATION

None.

3172 MATTERS OF LOCAL INTEREST OR CONCERN

a. Welcome signage in the village

Members considered correspondence received regarding the installation of Welcome signs in the village and a reduction in the speed from the national speed limit. A Member reminded the meeting that speed checks had been carried out in the village over the last few years but that there had been no instances of speeding reported. In regard to the signage Members noted that those villages which have the welcome signs generally have primary schools.

RESOLVED:

That based on the practicalities that Community Council would not pursue the installation of welcome signs in the village. Proposed by Cllr Addis, seconded by Cllr James and agreed unanimously.

3173 CORRESPONDENCE LIST

The meeting received the correspondence list set out in the schedule emailed to members prior to the meeting.

Members discussed correspondence regarding the football field, following the installation of a new stock fence which, under the terms of the lease, the Community Council are responsible for. Members requested that the agent, who acts on behalf of the Church in Wales, be written to requesting confirming that the Church in Wales are relinquishing the piece of land between the new stock fence and the boundary line of the properties at Lime Kiln Court and therefore the Community Council will cease to be responsible for this stretch of land.

3174 PLANNING MATTERS

None.

3175 FURTHER COMMENTS FOR FUTURE CONSIDERATION

None.

3176 DATE OF NEXT MEETING

The next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 18th June 2019 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 8.15pm

Signed CHAIRMAN

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