

# MINUTES OF TREWERN COMMUNITY COUNCIL MEETING HELD AT MIDDLETOWN VILLAGE HALL ON TUESDAY, 16 OCTOBER 2018

Present: Councillors Gill Corfield (Chair), Philip Hughes, Ida Hughes David Corfield and Rob Breakwell.

## **1419 Apologies**

Apologies were received from Peter Davies, Rex Turner, County Councillor Amanda Jenner, Sasha Hart and Fiona Warburton

## **1420 Minutes of the Meeting from for approval**

Minutes from the meeting held on 18<sup>th</sup> September 2018 were signed and approved.

## **1421 Declarations of Interest – Blanket dispensations have been received for matters relating to wind farms, school modernisation and school transport**

None.

## **1422 Matters arising not covered elsewhere on agenda**

None.

## **1423 Playgrounds**

### Outstanding

There have previously been some issues in and around Trewern and Middletown play areas whereby some areas have not been kept or maintained, such as the hedge between the play area at Middletown and the residential park. This hedge has now been cut and a local resident has phoned to say thank you for this. We have yet to receive the invoice for this from Andrew Evans Landscaping Ltd.

At September's meeting, it was decided that an additional bin would not be situated in the D outside Buttington Trewern CP School, as it was thought that the area would be seen to be a layby and therefore encouraging people to litter more. It has been suggested that maybe we could possibly revisit this decision again in future if the littering continues.

Dog fouling signs are yet to be put up around the School. The Council are unable to obtain signs free of charge, GC has offered to make some and waiting confirmation from the Headmaster.

The paint for play area had not arrived when painting was due to commence. As the weather is now starting to get colder, it is thought that maybe it is not a good idea to start painting if it becomes frosty at night, not sure how the paint will react. Also, not a good idea to grind the paint off the play

equipment now and leave it unpainted until Spring. It was decided that the painting should start in the spring instead if the quote remains the same. Need to check with the contractor if he can defer it until spring time 2019 for the same price.

**ACTION: GC**

As agreed at September's meeting, a bin has now been ordered to replace the broken one.

#### **1424 Highways**

##### Work in progress

The Patch Jetter was due to be in the area to fill pot holes etc, however as it has broken down, we have missed our slot and will have to wait until it comes around again.

Housing Officer has been to visit fly tipping area in Trewern, just beyond Pentre Gwyn. It has been noted that there is a major dumping ground there and it looks awful. Some of this land is privately owned and there is also a lot of tree branches hanging over the road too. However, the Housing officer is currently dealing with this issue.

Since our last meeting, there have been issues with a noisy man hole cover outside the Breidden pub. Both Clear Water Drains and Severn Trent have been to look at it. Severn Trent have agreed to sort this issue. A request has been put forward to Powys County Council by a local resident for them to agree to having traffic lights put in place, so Severn Trent can complete this work.

No other business to be added.

#### **1425 Burgess Land Trust**

Nothing to report.

#### **1426 County Councillors' Report**

See attached.

#### **1427 Planning**

There is no update on the planning for 18/0190/OUT Land Adjacent West Penyfoel, Middletown.

#### **1428 Finance**

##### Bank Reconciliation

Bank statements checked and signed. Financial report checked to confirm that it is all in order.

Precepts will need to be looked at in January. GC and AE to meet before November's meeting to discuss precepts and will email rest of Councillors with an update.

**ACTION: GC/AE**

##### Budget

Nothing to report.

##### Chair Allowance

Nothing to report.

##### Payments

Middletown Village Hall - £300 under L.G (M.P) Act 1976 s19 (3) – As per January's meeting, we are paying Middletown Village Hall an additional £300, so that Middletown Village Hall and Trewern Community Centre will both receive £2100 each year.

Enterprise Inn – £225 under L.G (M.P) Act 1976 s19 (3).  
PAYE - £98.40 under L.G.A 1972 s112.  
Clerks Salary - £192 under L.G.A 1972 s112.  
Society of Local Council Clerks - £77 under L.G.A 1972 s112.  
Audit paperwork postage - £18.36 under L.G.A 1972 s112.  
Gloversure website set up (part payment) - £263.52 under L.G.A 1972 s112 – already paid, as quote was agreed to in September’s meeting.  
Audit Invoice - £203.50 (plus VAT) under Audit Commission Act 1998 s2.  
Annual cemetery payment for Buttington - £1291.28 under L.G.A 1972 s214 (6).  
All payments were proposed by PH, seconded by RB

It has been decided that the Clerks salary and Enterprise Inn payments do not need to be added to every monthly agenda and minutes, as the Clerk is paid a fixed annual salary (as agreed at previous meetings) and Enterprise Inn have a fixed annual rent for the Play area (also agreed at previous meetings). These payments will only need to be discussed if anything changes in the future.  
Proposed by PH, seconded by RB

#### Clerks Contract

PH has looked through Clerks contract, some errors, will bring it to November’s meeting to finalise.

#### Audit

The Auditor was happy with the paperwork that was submitted, however there was a few improvements that need to be made, for example, the use of tip-ex is not allowed, if an error is made, we need to draw a line through it instead. A form was also signed by Councillors to say we agreed with what the Auditors have said, however this form was signed before the paperwork was even submitted to the Auditors.

#### Councillors Remuneration Submission

Nothing to report.

#### VAT Return

Nothing to report.

#### Cheque Signatories

The Cheques signatories have not yet been changed, this will be looked into before November’s meeting. The constitution was emailed to PH and RB.

**ACTION: PH/RB**

### **1429 Correspondence**

#### Website

As Gloversure were not willing to complete a RAG rated matrix form, which asks questions such as, how you securely protect the website if it got hacked, is everyone working at Gloversure covered by GDPR, etc. It was decided that as we have very little information on the website in the form of personal data, risks are low, so everyone is happy to still go ahead with the website.

The only personal data on our current website are email address and telephone numbers of Trewern Community Council Councillors, a decision is needed as to whether this information will be put on the new website. Could possible just have Clerks email address and anyone who needs to get in touch can go through the Clerk.

Gloversure have asked if we have a logo or colour scheme for the website. We do not have a logo, but the colour Green has been suggested as a colour scheme for the website. Green to represent fields. Looking at other Community Council websites, they have an image on their main page of something significant in their area, i.e, Chapel, Church etc. GC knows of a local resident who has taken some excellent photos of Middletown Hill, so GC will ask if he is happy for us to possibly use some of these photos.

**ACTION: GC**

A discussion was had regarding what pages we would like created initially for the website. Any amendments or modifications we can do ourselves after the website is up and running. To be politically correct, the website should be in both English and Welsh, however very little Welsh is spoken in the area, no one on the Community Council speaks Welsh and the Buttington Trewern CP School do not teach Welsh as a first language. Concerns have been raised that it would cost a fortune to translate the website as well as the minutes and agenda each month. Councillors to have a look at other Community Council websites in the local area to see if they are in both English and Welsh so the issue can be discussed at the next meeting.

#### Policies, Procedures and Risk Assessments

At last month's meeting, it was noted that some of the required Policy and Procedures, Standing Orders, Code of Conduct etc are either not currently in place or need updating. One Voice Wales offer all policies for a fee of £180, however we may need to still amend some of these policies and they may also cover aspects not require by Trewern Community Council.

It is a concern that we will be writing policies each month, rather than serving the Community, therefore it is decided that we will look each policy as and when over the next few months. AE to ask at Clerks Association meetings what the minimum amount of policies other Community Councils have in place.

**ACTION: AE**

#### **1430 New Data Protection Legislation, GDPR**

The Information Commissioner's Office (ICO) is the independent regulatory office in charge of upholding information rights in the interest of the public. This organisation covers the Data Protection Act and costs £40 annually to join, however it is not a legal requirement for a community Council to become a member. Some Councils have joined, and some have not. It is noted that being a member of ICO would only show that we are an organisation that has persona data, but it does not protect this personal data.

It is decided that an audit of all personal data is required. AE to send an email to all Councillors to analyse the data/personal information held by each Councillor. Once this exercise is complete, we will then have a better idea of how to best protect that data.

**ACTION: AE/GC/DC/RB/PH/IH/CC AJ/FW/SH/RT/PD**

#### **1431 Any Other Business**

##### Co-option of a new councillor

Only had interest from one local resident about the new Councillors position so far, however this was some time ago, PH to check is they are still interest. Will also check if CC AJ has had any interest since the position was advertised on social media.

**ACTION: PH/CC AJ/AE**

#### **1432 Date of Next Meeting**

20 November 2018 – Trewern Community Centre.

Update October 2018

### **Community**

Mount Pleasant – A number of residents have contacted me with concerns regarding the upkeep and state of the road, verges, paths and hedges. I asked for the Powys Housing team to carry out a site visit, which they have since done and some work has started. I will continue to ask for updates on the remainder of the works.

Pentre Gwyn – I asked for a site visit of the land behind the estate where the garages and car park are. This has a lot of rubbish dumped there and some overhanging trees and hedges which need to be cut back. The housing officer has stated that some of this land is privately owned but in their opinion it has got a lot worse and so they are speaking to someone from Waste Awareness about it. They are also checking plans to see who owns the trees which are overhanging the path (the old Garreg Bank Road) and then will try take action from there.

Middletown Housing Application (4 Houses) – I have spoken with the Trunk Road agent who has stated they have submitted concerns to Welsh Government regarding the access off the Trunk Road, similar to the concerns the Community Council have raised.

Since mine and Gill's meeting with the Trunk Road Agent in September, I have asked for an update on number of issues. E.g. including the hedge on Burnt Lane, drains and noisy manhole covers. I have since been informed that these are in the pipeline and requests have been put through.

### **Powys County Council**

Welshpool Library Re-Location – I understand there will be a public consultation going live on 22<sup>nd</sup> October. I have also asked a number of questions regarding the potential move and have recently been provided with answers to these. If you are interested in this issue, please do get in touch and I can pass on the information which I have received.

On Thursday 18<sup>th</sup> October I will be submitting a motion to full council regarding the use of wild (non-domestic) animals in circuses. It is the Welsh Conservatives position (in communication with the RSPCA) that this should be banned and that legislation on this is long overdue. As a Council we have the ability to prevent circuses using wild animals from renting Council land and disallow advertising of such circuses through schools and council services.