Coychurch Higher Community Council

Minutes of the meeting held on

17th April 2023

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| Present: |  |  |
| Chairman: | John Powson | JP |
| Vice Chairman: |  |  |
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| Councillors: |  |  |
|  | John Holmes | JH |
|  | Vicky Evans | VE |
|  |  |  |
| Clerk/RFO | Karyl Carter | KC |
|  |  |  |
| Borough Councillor | R Williams | RW |
| Borough Councillor | M Evans | ME |
| Borough Councillor | A Williams | AW – via Zoom |

Time:1840

ACTION

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| 1 |  | Apologies: Received from CC’s RJ – work (big accident on M4) and CR and RB – stuck in traffic. |  |
| 2 |  | Minutes:  The minutes of the March meeting had been read. The Clerk requested they be amended to add the fact that the Clerk’s pay rise in accordance with NALC had been approved, including back pay, but was not recorded. JH proposed they be amended and accepted; seconded by VE and agreed by all present. |  |
| 3 |  | Police matters:  No stats. |  |
| 4 |  | Declarations of interest:  JP – RFC and caretaker  VE - RFC  Welfare Hall – all attendees |  |
| 5 |  | Matters arising: |  |
|  | 5:i | Footpaths: David, a new volunteer with CCV, wishes to meet. KC has arranged the meeting for 4th May, in the hall, at 1030. CR will also be attending. | KC  CR |
|  | 5:ii | Publicity/PR/Newsletter: No stories for a newsletter had been received by the Clerk.  The Clerk had advertised on Facebook, a photograph competition for the new website – competition categories, best children’s pic and best adult’s pic. The Clerk had also advertised the Coronation event being held in the hall. The Clerk reminded members that the next meeting was due to be held on 8th May which is now a bank holiday due to the coronation. Members agreed the meeting should be held on 15th May. | KC  ‘ |
|  | 5:iii | Landscape project: the Clerk has emailed BCBC about the funding and a meeting date and is still awaiting confirmation. | KC  CR |
|  | 5:iv | Development- Travellers: the Clerk had sent to Members the latest update. Members wished this matter to remain on the agenda. | KC |
|  | 5:v | Signage: BC: JH and CR will sort the map as a matter of urgency. | CR  JH  RW |
|  | 5:vi | Litter – B4280/Love it don’t Trash it: CR has hastened and is awaiting an update. | CR |
|  | 5:vii | Japanese Knotweed: KC had sent emails re: the knotweed by the bridge. BCBC are now dealing with this on a regular basis. | KC |
|  | 5:viii | Active Travel Plan – on hold due to Cenin’s future plans. |  |
|  | 5:ix | Digital Hub: still waiting to hear from G Kiddie with regard to a date for the assessment meeting. | KC |
|  | 5:x | Bins at bus shelters: CR – see 5vi. | KC  CR |
|  | 5:xi | Spanglefish: New website is still a work in progress. The Clerk has advertised the photography competition on there. | KC |
|  | 5:xii | Maps: the Clerk had ordered definitive maps which should be delivered to her on Wednesday. | KC |
| 6 |  | Millennium site: Members agreed the site needed work. KC had emailed the probation service and is still awaiting a response. | KC  CR  JH |
| 7 |  | Cenin – the pre-application plan went live some weeks ago. No further news to date. | KC |
| 8 |  | Defibrillator: All ok. Members confirmed the Guardian is RB. | RB  KC |
| 9 |  | Members training needs: JH felt strongly that each Members should take an area of responsibility and carry out the training needed. Due to cost involved, this is something that should be budgeted for in November finance meeting. | JH |
| 10 |  | HeolyCyw Welfare Hall: The Clerk confirmed she has a meeting arranged this week with CRT and will report back. | KC |
| 11 |  | The Clerk: KC confirmed she will be resigning and intends to leave at the end of August. KC reminded Members that there is no meeting held in August and that she would be away from 25th July until 16th August. KC is only obliged to give one month’s notice but is happy to work with Members on this. KC asked Members how long they think the handover should be; how long before an advert is placed for a replacement Clerk? The Chair will call a meeting specifically to discuss this matter. | KC |
| 12 |  | Correspondence and planning: as per attached correspondence list. | KC |
| 13 |  | To receive reports from: |  |
|  | 13:i | Representative on the School Governing Body: RJ absent. | RB |
|  | 13.ii | Representative on the Board of Conservators: the Clerk reported to CR the complaint regarding horses riding on the common. | CR |
|  | 13:iii | Representative on One Voice Wales: JH confirmed no meeting had been held. | JH |
|  | 13:iv | Representative on the Town and Community Council: JH confirmed no meeting had been held. | JH |
| 14 |  | Finance:  The Clerk asked for confirmation as to what spinal point the pay rise had been agreed upon.  The Clerk requested reimbursement for the Microsoft fee – agreed.  The Clerk had paid Audit Wales £266.00  The Clerk had paid the Christmas lights £1691.22 and requested Members consider this amount when holding the November finance meeting. | KC |
| 15 | 15:i | Matters for the Clerk:  None.  The Clerk confirmed annual leave, as previously discussed, as follows:  28/05 – 04/06/2023  25/07 – 15/08/2023 | KC |
| 16 |  | To consider any other item of business which the person presiding as the meeting, as of the opinion should, by reason of special circumstances, be transacted as a matter of urgency: |  |
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|  |  | Meeting closed at 1955. |  |
|  |  | Signed: |  |
|  |  | Dated: |  |