

# CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

## Minutes of the meeting of the Gorslas Community Council held at Gorslas CP School on Monday, 9th October, 2017, at 7.00p.m.

### 99.0 Agenda Item 1: Record of those Present/Apologies

- **Members:** Cllrs Wyn Edwards (Chair), Simon Martin (Vice Chair), Nia Lewis, Clive Green, Anthony Rees, Aled Vaughan Owen, Terry Jones, David Evans, Darren Price, Janice Price and Iestyn Llwyd.
- **Others:** James Davies Operational Support Inspector, Dyfed Powys Police, Llew Thomas Clerk to the Council, Mr Hefin Jones, Translator.
- **Apologies for absence:** Cllr Brian Kirby, Tina Jukes, Andrew King.

### 99.1 Welcome

- The Chair welcomed everyone and declared the meeting open at 7.00p.m.

### 100.0 Agenda Item 2 Declarations of Interest

- Cllr Nia Lewis declared a personal interest in item 112.1 as it could be considered she had a personal interest arising out of property interests of a close family member. Cllr Lewis did not take part in discussions or the decision relating to the matter.
- Declarations of personal but not prejudicial interest were declared in matters relating to the proposed new school by Cllrs Darren Price and Aled Vaughan Owen, as members of the County Council, and by Cllr Janice Price, as a member of the Governing Body.
- The meeting was advised that dispensations had been received to enable the above named to participate and vote in any matter relating to the proposed new school
- Declarations of personal but not prejudicial interest were declared in matters relating to Christmas grants to Gorslas, Drefach and Cefneithin and Foelgastel Welfare Associations were declared by members.
- The meeting was advised that dispensations had been received to enable members present who were also members of the Welfare Associations to participate and vote in matters related to the Welfare Associations.

### 101.0 Agenda Item 3. Exclusion of Press and Public.

- **Resolved:** That it was not necessary to exclude members of the press and public.

### 102.0 Agenda Item 4 Automatic Vehicle Number Plate Recognition.

- The Chair welcomed and introduced Inspector James Davies to the meeting.
- Inspector James provided an outline for members of how the cameras worked, their location and also how the information was used to help the police in their work.
- There then followed a question and answer session relating to the matter.

- The Chair conveyed the Council's appreciation to the Inspector for his attendance and for a very useful discussion. There being no further discussion the Inspector left the meeting at this point.
- **Resolved:** To receive and note the information provided by the Inspector.

### **103.0 Agenda Item 5 Consider the Minutes of the September Meeting.**

- Members proceeded, under the direction of the Chair, to examine each page of the minutes for both meetings for accuracy, including the notes on the exempted items.
- It was proposed by Cllr Clive Green and seconded by Cllr. S Martin that the minutes of the meeting held on the 11<sup>th</sup> September, 2017, were correct.
- **Resolved:** That the minutes be approved and confirmed as an accurate reflection and record of the discussions and decisions made.

### **104.0 Agenda Item 6. Matters Arising from the Minutes.**

#### **104.1 Cefneithin Park – Hall Lease.**

- No further progress or developments.
- **Resolved:** To receive and note the information provided.

#### **104.2 Cefneithin Park Development Fund Programme**

- Works relating to the construction of a concrete footpath, the clearing and levelling of a part of the wooded area, drainage and bases for benches commenced on Saturday 7<sup>th</sup> October, 2017.
- An issue had been arisen in relation to the work in the wooded area which could involve additional cost.
- **Resolved:** That the Cefneithin Ward members meet on site with the Clerk and contractor at 5.00p.m. on Thursday 12<sup>th</sup> October to determine the best option.

#### **104.3 Gorslas Park. Titan Swing and Gyro Rotator.**

- The Clerk indicated that he had contacted the County Council to progress the matter and had been advised to await the outcome of the Annual Park Inspection which was due in the next two weeks.
- The Clerk will update members once the report has been finalised.
- **Resolved:** To receive and note the information provided.

#### **104.4 Operational Issues Contract for Cleaning the Public Convenience Gorslas.**

- The Chair enquired of members as to whether or not they had received any feedback or had been able to monitor for themselves how successfully the new contractor was in fulfilling the contract and maintaining standards.
- Members reported that on the occasions they had checked the facilities had been cleaned thoroughly and to a good standard.
- It was noted by the Clerk during a site visit that damage had been caused to the new store room door probably caused by persons throwing bricks. The damage did not however warrant the repair or replacement of the door.

- **Resolved:** To receive and note the information provided

#### **104.5 Cefneithin Park Anti-Social Behaviour/ Damage to Neighbouring Property.**

- The Clerk reported that it was hoped to fit fencing panels to the rear of the two properties in the MUGA area at the same time as the development work.
- A request had been sent to Dyfed Powys Police for a meeting with the Secure by Design co-ordinator to explore other options which might be of assistance.
- **Resolved:** To receive, note and approve the actions taken.

#### **104.6 Park Equipment Life Expectancy Report.**

- The company had completed the work but as the report was received shortly before the meeting the Clerk provided a verbal report summarising the main points.
- **Resolved:** That a report summarising the position be prepared by the Clerk.

#### **104.7 Drefach Park – Multi Age Play Equipment**

- Fabrication has been completed. Currently awaiting fitting.
- **Resolved:** That the matter be received and noted and that efforts be made to return the item to service as a matter of urgency.

#### **104.8 Footpath F 31/16 Heol Yr Ysgol through Ty Canol Farm.**

- No further communication had been received in relation to the matter.
- Members indicated that it was believed that the property had been placed on the open market for sale and it was imperative that the matter be finalised.
- **Resolved:** That the Clerk advise the County Council of the current situation and ask for a meeting with the landowner as soon as possible.

#### **104.9 Gorslas Park – Proposed New School.**

- Cllr Aled Vaughan Owen, Cllr Darren Price declared a personal but not prejudicial interest as County Councillors and Cllr Janice Price as a member of the Governing Body also declared an interest.
- The County Council advise that a public consultation event is to take place at St Lleian's Church Hall on Wednesday 18<sup>th</sup> October, 2017 between 3.00p.m. and 7.00 p.m. Members of the public would be able to view and comment on the proposal that a new school be built on the site of Gorslas Park.
- A copy of a letter advising the public of a meeting has been placed in the notice board at Gorslas.
- Additionally, the school will be distributing a letter inviting parents to attend.
- As agreed at the September meeting copies have been made of the letter of invitation which would be distributed by members to each household in the area.
- The County Council would also be undertaking a statutory consultation during November relating to the change in educational provision at the new school.
- **Resolved:** To receive, note and approve the actions taken.

#### **104.10 Defibrillators.**

- CARIAD had now responded advising that an online application form was available and suggesting a methodology for calculating the best place to locate equipment.

- During the ensuing discussion an alternative source to assist in deciding the best location for the items were identified.
- **Resolved:** To seek the advice from the named individual in relation to possible locations for the placement of the equipment.

#### **104.11 Drefach: Cae Coch Construction Site. Mud on Road.**

- The County Council have confirmed that they have spoken to the contractor in relation to the matter and there seems to have been a notable improvement in the cleaning of the road.
- Members were also advised that the contractor Heywood Homes had indicated their intent to seek to rent a portion of the site of the old Ysgol Y Gwendraeth School to alleviate problems caused by traffic entering and exiting the site.
- **Resolved:** To receive and note the information provided.

#### **104.12 Drefach: Overgrown Hedges Highway Verge.**

- The County Council have asked for the assistance of the Community Council in identifying the landowners.
- Information provided by members has been forwarded to the County Council.
- **Resolved:** To receive and note the information provided.

#### **104.13 Canolfan Carwyn.**

- As agreed at the last meeting a donation of £1,000 has been made.
- **Resolved:** To receive and note the information provided.

#### **104.14 Correspondence.**

- In accordance with the decision of the Council at the September meeting responses have been forwarded to the relevant bodies.
- **Resolved:** To receive, note and approve the actions taken.

### **105.0 Agenda Item 7 New Matters Parks and General**

#### **105.1 Parks and General**

##### **105.2 General Revised Risk Register.**

- As part of good governance, and an audit requirement, the Council is required to regularly review and update a register of risks.
- The review is intended to help the Council identify the risks it faces in undertaking its responsibilities, the implications of those risk as well as the actions which can be taken to minimise or negate those risks.
- By identifying risks, it helps the process of forward planning and thereby protecting public resources by ensuring it has the appropriate financial, procedural and human resources in place to address the identified risks.
- A schedule of risks had been circulated prior to members for scrutiny prior to the meeting.
- **Resolved:** Following discussion that the schedule be approved.

### **105.3 Gorslas Toilets Cleaning Contract – Options for Future Provision.**

- A paper indicating the options relating to the provision of cleaning services for the facility had been circulated for consideration by members prior to the meeting.
- **Resolved:**
  - (i) That, due to the impact and opportunities presented by the proposal to establish a new school at Gorslas Park, and to allow more time to gather data on usage and cost, the existing temporary contract be extended to the 31<sup>st</sup> March,2018.
  - (ii) The granting of the extension being subject to continuing satisfactory performance and the terms and conditions remaining the same.

### **105.4 Insurance Arrangements**

- BHIB Insurance brokers have written confirming that they will be handling the next renewal of the Council's insurance rather than the current provider i.e. Aon.
- It is indicated that the next renewal price, apart from a small change in Insurance Premium Tax, will remain the same.
- A copy of a letter from National Association of Councils supporting BHIB as the preferred insurance supplier to the association was also provided.
- **Resolved:** To receive and note the information provided.

### **105.5 Rights of Way Autumn Examination.**

- The appointed representatives were reminded that, in accordance with the Council's policy, an inspection of the footpaths and bridleways in their area was to be undertaken during the Autumn Period.
- A copy of their report should be forwarded to the Clerk as soon as possible.
- **Resolved:** To receive and note the information provided.

### **105.6 Gorslas Public Toilets Incidents 26/09/17 and 01/10/17.**

- Two reports had been received by the Clerk relating to the same incident of an alleged attempt to start a fire in one of the cubicles.
- The Clerk visited the facility and found light marking of one fixed item attached to a stainless-steel fitting. The contractor was advised of the incident.
- The report on Sunday 1<sup>st</sup> October included reference to the doors being left open and litter in the cubicles. This was prior to the daily cleaning of the cubicles.
- **Resolved:** To receive and note the information provided.

### **106.0 Agenda Item 8 Urgent Local Matters.**

#### **106.1 Gorslas Highways Litter Bins**

- Reports of full and overflowing litter bins on the Gorslas to Cefneithin Road and also at Church Road were received and relayed to the County Council.
- **Resolved:** To receive and note the information provided.

#### **106.2 Cwm Mwyn Pavement and Retaining Wall.**

- The County Council have contacted the Clerk in relation to concerns they have received regarding subsidence to the pavement alongside the A476.

- Due to softening of the bank there is a view that it might be necessary to have a substantial retaining wall constructed to support the roadway and pavement.
- The County Council indicate that they believe the land may be maintained by the Community Council.
- **Resolved:** That clarification be sought from the Council in relation to the precise location of the land in question.

### **106.3 Wayside Seat Henffordd Drefach**

- Attention was drawn to the condition of the seat which was covered in growth coupled with growth from the surrounding hedgerow which made it difficult to use.
- **Resolved:** To ascertain if funds could be found to undertake the work.

## **107.0 Agenda Item 9 Members Reports Outside Organisations.**

### **107.1 Torcoed Quarry Liaison Group**

- Cllr Anthony Rees attended a meeting of the group and reported the following: -
  - (i) The seasonal reduction in working had reduced the level of traffic at the quarry.
  - (ii) Driver suspended following complaints regarding early morning use of vehicle.
  - (iii) Footpath open on the Northern ridge between Torcoed and Torcoed Fawr.
- **Resolved:** To receive and note the information provided.

### **107.3 Carmarthenshire C.C. Update County Councillor Aled Vaughan Owen**

#### **(i) County Matters.**

- A full meeting of the County Council had been held as well as meetings of Scrutiny Committees.
- The Community and Environment Scrutiny was currently working on its annual report with views being sought on Museums and Libraries.

#### **(ii) Ward Matters.**

- Cefneithin Bus Shelter Issue Update. Efforts were continuing to resolve the matter.
- Foelgastell Parc Y Gelli Estate. Members were engaged in efforts to progress and find a solution to the issues.
- Affordable Housing. Discussion was taking place in relation to an issue which had come to light in relation to provision. An update to be provided at a future meeting.
- Gorslas School Catchment Area: A review had been requested.
- Drefach: Cae Coch. Talks were taking place in relation to issues related to trees.
- Drefach Bryn Glas. Funding had been secured to address the flooding issue.
- Local Primary Schools. The members would be visiting local schools as part of an initiative to explain and promote the democratic process to children.
- Consultation on Future Land Use. The possibility of changing the current planning classification in respect of the second rugby pitch at the vacant Ysgol Y Gwendraeth site to allow select residential development was raised. They were however concerns relating to the possibility of underground mineworking at the site. Members were also mindful of the need to await the outcome of the review of educational provision in the area.
- **Resolved:** To receive and note the information provided.

## 108.0 Agenda Item 10.0 PACT Meeting Held in Cross Hands Hall on the 28<sup>th</sup> September,2017.

- Present: Inspector Chris Neve, Sgt Andrew Williams, PCSO Beth Thomas, together with 11 public.
- Welcome: A warm welcome to the Amman Gwendraeth Division was extended to Inspector Chris Neve who is based at Ammanford but who is at the Cross Hands Station on a regular basis.
- Crimes: No figures were available again.
- Issues raised:
  - (i) parking on both sides of the road at Pontyberem School
  - (ii) parking problems outside Tumble School
  - (iii) vandalism in Pontyberem park
  - (iv) speeding along Bethania Road, Tumble also along stretches of the new, unnamed as yet, road through Cross Hands West up to Cefneithin
  - (v) Three volunteers had been trained and had been doing Speedwatch exercises along Black Lion Road, Gorslas. For the benefit of new attendees, an explanation of the Speedwatch Scheme was provided and application forms issued.
  - (vi) The Inspector advised that the biggest problem currently facing the area was thefts from vehicles.
- Other updates:
  - (i) attendances at Cuppa with a Copper have improved
  - (ii) PCSO Sharee Treharne is going on special leave at the end of October to work with the Prince's Trust
  - (iii) work will commence soon on a new Super Station in Dafen (on a site in front of the crematorium)
- Next Meeting: 26/10/17.
- Cllr Green kindly provided and distributed leaflets which would help promote the prompt reporting of crimes.
- A handy card sized guide was also distributed which clarified for the public those issues which were dealt with by the Police and those by the County Council.
- **Resolved:** To receive and note the information, and handouts, provided.

## 109.0 Agenda Item 11.0 Correspondence.

### 109.1 Consultation

No	From	Subject	Resolved
109.2	Mid and West Wales Fire and Rescue Authority	<ul style="list-style-type: none"> <li>Electronic links to the Did You Know online survey regarding the Fire Service available from Clerk.</li> </ul>	Receive and Note
109.3	Welsh Govt	<ul style="list-style-type: none"> <li>Consultation on Taking Forward Wales's Sustainable Management of Natural Resources.</li> <li>Proposal includes the conversion of every footpath to a cycle track or bridleway</li> </ul>	Receive and Note
109.4	Carms C.C.	<ul style="list-style-type: none"> <li>Application by B &amp; M Stores Cross Hands to sell alcohol Monday to Sunday 08:00 hrs to 22:00 hrs</li> </ul>	Receive and Note
109.5	Local Democracy and Boundary Commission for Wales	<ul style="list-style-type: none"> <li>Reviewing the electoral arrangements in Carmarthenshire with a view to considering and possibly reforming arrangements.</li> <li>Deadline for response 27/12/17</li> </ul>	Receive and Note
109.6	Local Democracy and Boundary Commission for Wales	<ul style="list-style-type: none"> <li>Seeking views in relation to guidance for Principal Councils conducting a review of their communities.</li> <li>The White Paper Resilient and Renewed advised of a review of the community and town sector. The review will take about a year to complete.</li> <li>Electronic copies of consultation document available online or from the Clerk.</li> <li>Deadline for Response 21/12/17</li> </ul>	Receive and Note
109.7	Welsh Govt	<ul style="list-style-type: none"> <li>The Finance Secretary has released a draft budget for 2018-19 and a Welsh Tax Policy Report.</li> <li>The report sets out progress on a tax policy framework and ideas for new taxes.</li> <li>New rates and bands for Land Transition Tax and Landfill Disposal Tax.</li> <li>Details on Welsh Govt website.</li> </ul>	Receive and Note
109.8	Post Office	<ul style="list-style-type: none"> <li>Cefneithin Post Office closed on the 31<sup>st</sup> March 2017.</li> <li>The Post office have been seeking, but failed, to introduce a Post Office Local service i.e. delivering the services from an established retail outlet.</li> <li>They would welcome any suggestions or proposals on how to restore a service for residents.</li> </ul>	Respond requesting provision of temporary Mobile Post Office

### 109.9 General Correspondence

No	From	Subject	Notes
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109.10	Gorslas Welfare Association	<ul style="list-style-type: none"> <li>Letter of thanks to the Chair for attending the Gorslas Carnival event and also the donation from the Council.</li> </ul>	Receive and Note
109.11	Jane Bryant A.M.	<ul style="list-style-type: none"> <li>Copy of a report by AGE Cymru on issues related to loneliness.</li> <li>Electronic link available from Clerk or report on Age Cymru website.</li> </ul>	Receive and Note
109.12	Welsh Govt	<ul style="list-style-type: none"> <li>Advise of new schemes which are open to provide funding for food and drink companies in Wales and also funding for farmers to improve the sustainable management of their land.</li> <li>Details on Welsh Govt Website or link from Clerk.</li> </ul>	Receive and Note
109.13	Actif Sir Gar	<ul style="list-style-type: none"> <li>Invite nominations for a local sporting hero. To qualify the nominee must be: - <ul style="list-style-type: none"> <li>Have been born in the County</li> <li>Be currently resident in the County or</li> <li>Be representing a County Club or School</li> <li>Closing Date 25/11/17</li> </ul> </li> </ul>	Receive and Note
109.14	Sustain Wales	<ul style="list-style-type: none"> <li>September newsletter available online or electronically from Clerk.</li> </ul>	Receive and Note
109.15	Joe and Steve Diamond	<ul style="list-style-type: none"> <li>Highlighting their concerns related to Planning Application W/36179 – Change of use of property to a gymnasium</li> </ul>	See Agenda Item 13

## 110.0 Agenda Item 12 One Voice Wales.

### 110.1 One Voice Wales AGM Saturday 30<sup>th</sup> September,2017.

- The Chair attended the conference on behalf of the Council and had circulated a full report to members prior to the meeting. Amongst the items reported were:
  - Membership Charge: An increase of 5% in the charge for the 2018/19 year.
  - Funding: A cut next year of between 1.5% to 2% for Local Government.
  - Local Govt Reform: The present principal Council structure would stay but greater expectation of co-operation and working together.
  - Community/Town Councils: Review underway with the Panel visiting various locations to obtain views.
  - Elections: Disappointment that only 20% of seats filled by election. Work to be done to encourage greater participation from different backgrounds and ages.
  - Reserves: The Auditor General drew attention to the reserves £ 32m and assets £ 188m held by Community and Town Councils in Wales. The values reflected the increasing work done by the Councils. The need for review was highlighted with reserves being included in the 2017/18 audit.
  - Qualified Audits: The Auditor General expressed concern that for the last audit round some 30% of Councils in Wales received qualified audit approval.
  - Pensions Liability: Members attention was drawn to the potential liability which would fall on Town and Community Council members under the current structure.

(ix) **Resolved:** To receive and note the information provided

#### 110.2 Area Committee Meeting October,2017.

- The Chair indicated he had attended the meeting on behalf of the Council.
- Members had received a presentation which outlined the current benefits system which covered some 6 separate benefits. The County Council will introduce transitional arrangements to the new Universal Benefit as from the 31<sup>st</sup> March 2018.
- **Resolved:** To receive and note the information provided.

#### 110.3 One Voice Wales September Newsletter

- Electronic copy has been circulated to members. Hard copy available from Clerk.
- **Resolved:** To receive and note the information provided.

#### 110.4 Training Courses in County Autumn 2017

- Understanding the Law. St Peters Civic Hall, Carmarthen 24/10/17 6.30p.m. start.
- **Resolved:** That the request by the Clerk to attend be approved.

#### 111.0 Note on Attendees

- Cllr Darren Price conveyed his apologies and left the meeting at this point.

#### 112.0 Agenda Item 13 Planning Matters

##### 112.1 Planning Applications.

No /Ref	Description	Location	Applicant
W/36179	Full Planning. Change of use from D1 to D2 (Gymnasium). No external alterations. Internally 4 showers to be erected in existing toilet areas	15 Gorslas Industrial Estate, Church Road, Gorslas, SA14 7NN	Mathew Hayes, Y Gorlan, Crwbin, Bancffosfelen, Llanelli, SA15 5DR.
W/36191	Full Planning. Single and double storey rear extension.	Cilgwyn,23 Black Lion Road, Gorslas, Llanelli, SA14 6RS.	Mr Giovanni Turatto, 1 Anchor Court, Penclawdd, Swansea, SA4 3GX.
W/36192	Discharge of Planning Conditions. Discharge of condition 2 (details of materials) of planning permission W/ 26774	18 Heol Rhosybonwen, Cefneithin, SA14 6TF	Mr Kevin Williams, 18A Rhos Y Bonwen, Cross Hands, Llanelli, SA14 6TF.

- **Resolved:**
  - (i) No objections or observations were to be submitted in respect of applications W/36191 and W/36192.

- (ii) Application W/36179. That the County Council be advised of the Community Council's concerns relating to the proposal on the grounds of
- impact on traffic flow on Church Road during the extended opening hours.
  - noise disturbance to local residents,
  - a precedent would be set which would allow other businesses on the site to trade and operate very early in the morning and late at night which would impact adversely on families and their wellbeing.
  - changes to the planning category of the units and hence the type of activity which could take place on the site in the future was different to that originally intended for and consulted upon when the site was established.

### 113.0 Agenda Item 14 Finance

#### 113.1 Provision of Financial Assistance: Christmas Celebrations

- Firework Display Donation: In accordance with the resolution of Council an order has been placed for the provision of a firework display at Gorslas Park on Thursday 7<sup>th</sup> December, 2017.
- Christmas Trees Donation: Discussion took place on the donation of Christmas Trees and lighting at Cefneithin, Gorslas and Drefach for Christmas 2017.
- **Resolved:** -
  - (i) Firework Display Gorslas Park. To receive, note and approve the arrangements.
  - (ii) Christmas Trees. That the Council would donate to each of the three Welfare Associations in the relevant wards a Christmas Tree and, up to two strings of lights, to a total value of £150 for each of the three Welfare Associations.

#### 113.2 Closure Dormant Bank Accounts.

- Barclays Bank have written advising that two accounts will be closed as from the 5<sup>th</sup> December, 2017, unless transactions are made before then.
- The accounts were opened some years ago to cater for monies drawn down for section 106 funds at Cefneithin and Gorslas. The process for applying for section 106 monies has changed and the accounts have lay dormant and unused.
- **Resolved:** That the Council accepts and approves the closure of the accounts.

#### 113.3 Payments Made and Income Received September, 2017

##### (i) Payments Made to Creditors

<b>Paid To</b>	<b>Description</b>	<b>Amount £</b>
Menter Gwasanaethau	Translation Charge March 2017	73.50
SWALEC	Gorslas Toilet 24/06/17 to 12/09/17	34.96
WCVA	Payroll September	20.10
TBM	August Litter Parks	575.00
Spencer Environmental	August Grass Cut	1,436.07
DANFO	August from 21/08/17	198.00
DANFO	September Cleaning/Litter	540.00
TDP Ltd Derby	Benches and Tables Cefneithin	3,896.14

L Thomas	Wages July and August (including £105.36 travel exp 01/04/17 to 20/06/17)	1,810.36
Carmarthenshire C.C.	Playground Inspection 2016/17	3,180.00

**(ii) Income Received**

Received from	Description	Amount £
N/A		Nil

- **Resolved:** To receive, note and approve the payments made.

**113.4 Independent Review Panel – Members Expenses as from April 2018.**

**a) General**

- It was recognised that Members whose Councils have larger budgets carry more responsibility than those with smaller budgets.
- The Panel have resolved to group Councils according to income/ expenditure as follows: -

Group	Income or Expenditure
A	£200,000 and above
B	£60,000 to £199,199
C	£10,000 to £59,999
D	Below £9,999

**b) Determinations: Members Expenses.**

- The Panel have made the following determinations in respect of members expenses to apply from April,2018.

**1.0 Determination 44**

- Community Councils **must** make a payment to each of their members of £ 150 per year for costs incurred in respect of telephone usage, information technology and consumables.
- **Resolved:** To adopt and make budgetary provision for the 2018/19 financial year.

**2.0 Determination 45 Senior Roles Group A**

- Community Councils in this group must make an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.
- **Resolved:** To receive and note that the requirements which do not currently apply to the Council.

**3.0 Determination 46 Senior Roles Group B, C, D.**

- Community Councils in groups B, C or D are authorised to make an annual payment of £ 500 each for up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.
- **Resolved:** To receive and note the information provided.

#### 4.0 Determination 47 Reimbursement Travel and Subsistence Costs

- Community Councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties. Such costs must be the actual cost of public transport or the HMRC mileage allowances set out below: -
  - (i) 0.45p per mile for the first 10,000 miles
  - (ii) 0.25p per mile for every mile over 10,000 miles.
  - (iii) 0.05p per passenger carried on Authority business.
  - (iv) 0.24p per mile for motorcycle.
  - (v) 0.20 per mile for a bicycle.
- **Resolved:** To adopt the guidance as detailed.

#### 5.0 Determination 48. Overnight Stay.

- If the Community Council resolves that a particular duty requires an overnight stay, it may authorise re-imbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims.
  - (i) £28 per 24-hour period allowance for meals, including breakfast where not included.
  - (ii) £200 London overnight.
  - (iii) £95 elsewhere.
  - (iv) £30 staying with friends or family.
- **Resolved:** To adopt the guidance as detailed.

#### 6.0 Determination 49. Financial Loss Compensation

- Community Councils are authorised to pay financial loss compensation to each of their members, where such a loss has occurred, for attending approved duties as follows: -
  - (i) Up to £ 34 for each period not exceeding 4 hours.
  - (ii) Up to £68 for each period exceeding 4 hours but not exceeding 24 hours.
- **Resolved:** To receive and note the guidance.

#### 7.0 Determination 50. Care Costs/ Personal Assistance.

- Community Councils **must** provide for the necessary 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 additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made upon receipted claims from the carer.
- **Resolved:** To adopt the guidance as detailed.

#### **8.0 Determination 51. Civic Head Payment.**

- Community Councils are authorised to provide a Civic Head payment to the mayor/chair up to a maximum of £1,500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses.
- **Resolved:** To adopt the guidance and to provide an annual allowance for the Chair to be determined annually.

#### **9.0 Determination 52. Deputy Civic Head Payment.**

- Community Councils are authorised to provide a Deputy Civic Head payment to the mayor/chair up to a maximum of £500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses.
- **Resolved:** To receive and note the determination.

#### **10.0 Determination 53 Publicity Requirements.**

- There is a requirement for Community Councils to publish details of all payments made to individual members in an annual statement of payments.
- The information to be published on noticeboards and websites by the 30<sup>th</sup> September, in the year following which payments are made.
- **Resolved:** To adopt the requirements as detailed.

#### **11.0 Members Right not to Claim Allowances.**

- Members may make an individual decision to forgo part or all of their entitlement to any of these allowances by giving notice in writing to the proper officer.
- **Resolved:** To receive, note and for members to implement on an individual basis.

#### **12.0 Members receiving Band 1 or Band 2 Senior Salary from a Principal Council.**

- Such members would not be able to receive payment for a senior role with the Community Council.
- **Resolved:** To receive note and apply the guidance where appropriate.

#### **114.0 Item 15 Date Next Meeting**

- Monday 13th November, 2017, at Drefach Welfare Hall.

#### **115.0 Closure of Meeting**

- There being no further items of business to transact the Chair declared the meeting closed at 9.10 p.m.