

# CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

Minutes of the meeting of the Gorslas Community Council held at Drefach Welfare Hall on  
Monday, 11<sup>th</sup> March, 2019, at 7.00 p.m.

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

- Members: Cllrs Wyn Edwards, Tina Jukes, Clive Green, Darren Price, Anthony Rees, Terry Jones, Aled Vaughan Owen, Iestyn Llwyd, Janice Price, Andrew King, and Nia Lewis,
- Others: Llew Thomas Clerk to the Council.
- Apologies for absence: Cllrs Simon Martin, David Evans and Wynne Jones.

### 144.1 Chair for the Meeting.

- Members noted from the apologies submitted that, due to illness, the Chair would not be in attendance. As a Vice Chair to the Council had not been appointed there was a need to appoint a Councillor to Chair the meeting.
- **Resolved:** Following discussion it was unanimously agreed that Cllr Wyn Edwards be appointed as Chair for the meeting.

### 144.2 Welcome.

- The Chair welcomed everyone to the meeting which was declared open at 7.00 p.m.
- Members were advised that unfortunately there would not be a translator present.

## 145.0 Agenda Item 2 Declaration of Interest

- Declarations of a personal but not prejudicial interest were declared by Cllrs Darren Price / Aled Vaughan Owen as members of the body seeking to purchase the land and by Cllr Janice Price as a member of the Governing Body of Gorslas School.
- The Clerk advised dispensations had been applied from the monitoring officer permitting the Councillors to take part in discussions regarding the new school.
- Cllr Nia Lewis declared a personal interest in planning application W/38327 due to its proximity to her residency. Cllr Lewis took no part in the discussion or decision.
- Cllrs Darren Price and Iestyn Llwyd declared a personal interest in planning application W/38495 due to its proximity to their private dwellings. The members took no part in the discussion or decision.
- Cllr Wyn Edwards declared a personal interest in item 153.2 as an associate of the organisation. Cllr Edwards took no part in the discussion or decision.
- Cllrs Darren Price and Aled Vaughan Owen declared a personal but not prejudicial interest in item 149.4 as elected members of the organisation undertaking the work. Neither Cllr took part in the discussion or decision.
- **Resolved:** To note and record the declaration of interest.

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

- It was proposed by Cllr Clive Green and seconded by Cllr D Price, that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and the public be

excluded from discussion relating to the Proposed Sale of Land at Gorslas Park for the purposes of erecting a new primary school as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.'

- **Resolved:** The motion was agreed unanimously.

**147.0 Agenda Item 4 Consider the Minutes of the Previous Meeting.**

- Members proceeded, under the direction of the Chair, to examine each page of the minutes of the meeting of the Council on the 11<sup>th</sup> February, 2019, for accuracy.
- **Resolved:** Proposed by Cllr Clive Green and seconded by Cllr A King, and agreed by all that the minutes of the previous meeting be approved and confirmed as an accurate representation of the discussions and decisions made.

**148.0 Agenda Item 5. Matters Arising from the Minutes.**

- An update was provided for members in relation to the following matters: -

Ref	Item	Update
148.1	Cefneithin Hall Lease	• No further progress or communication.
148.2	Gorslas Ward Vacancy	• Notice posted. No applications.
148.3	Grass Cutting Contract	• Revised cost agreed up to 31/03/20
148.4	GDPR/FOIA Training	• Joint Training event held on 25/02/19.
148.5	New School	• Refer to Parks and General Matters
148.6	Cefneithin/Drefach Dog Fouling.	• C.C.C Officer to attend April meeting.
148.7	Drefach Park Football Club Agreement	• Signed agreement returned.
148.8	Parks Equipment Maintenance.	• Repairs to Titan Swing completed.
148.9	Gorslas Park. Replacement Basket Swing	• Inspected by County Council Park Inspector and Clerk. Operational on 25/02/19.
148.10	Gorslas Park- Replacement Equipment Tenders	• Awaiting confirmation of funds.
148.11	Gorslas. Concerns Land Slippage Cwm Mwyn	<ul style="list-style-type: none"> <li>• Clerk met C.C.C. Officer on site 19/02/19.</li> <li>• Officer confirmed land movement detected.</li> <li>• Phase 1 Re-surface footpath and cut down tree growing in supporting wall.</li> <li>• Engineer assess stabilisation requirements.</li> <li>• Further movement reported by the public on 03/03/19. Referred to County Council.</li> </ul>
148.12	Gorslas Square Planters	• Contractors asked for price for cleaning.
148.13	Finance- Precept 2019/20	• Precept notified to County Council.

- **Resolved:** To receive, note the information provided and approve the actions taken and to consider further actions necessary under the relevant agenda heading.

## **149.0 Agenda Item 6 Parks and General Matters.**

### **149.1 Training GDPR and FOIA Training.**

- A very successful and interesting joint training session was held with Llanddarog Community Council on Monday 25th February, 2019.
- The session was well attended, lasting some three hours, and provided details and clarification in respect of the relevant legislation together with practical examples as the legislation had been applied to cases involving Community and Town Councils.
- **Resolved:** To explore the possibility of further joint training sessions details submitted by attendees relating to future training requirements be obtained.

### **149.2 Member Vacancy. Gorslas Ward.**

- It was reported that no expressions of interest or applications had been received.
- **Resolved:** Notices advising of the vacancy be placed in the relevant notice boards and Gorslas ward members present nominations for co-option to the next meeting.

### **149.3 Vacancy Vice Chair of the Community Council.**

- The practical difficulties arising from not having a Vice Chair were discussed.
- It was proposed, and unanimously agreed, that Cllr T Jukes be offered the position which she kindly accepted.
- **Resolved:** That Cllr Tina Jukes be appointed Vice Chair for the year to take up the office following as from Monday 18<sup>th</sup> March, 2019.

### **149.4 Parks – Inspection Arrangements.**

- Cllrs Darren Price and Aled Vaughan Owen declared personal but not prejudicial interests in this item as elected members of the organisation undertaking the work. Accordingly, they took no part in the discussion or decision.
- It was reported that the parks were subject to a statutory annual inspection and also an agreement with the County Council to inspect the equipment fortnightly. The current agreement was due to end on the 31<sup>st</sup> March, 2019.
- **Resolved:** To ensure the safety of children and in view of uncertainty arising from the possible sale of park land the arrangement be extended until 31<sup>st</sup> March, 2020.

### **149.5 Proposed Sale of Land. New Primary School.**

- It was proposed by Cllr Clive Green and seconded by Cllr D Price, that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from discussion relating to the Proposed Sale of Land at Gorslas Park for the purposes of erecting a new primary school as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- **Resolved:** The motion was agreed unanimously.

### **149.6 Cefneithin Park. New Play Equipment.**

- Ward members advised that they had met with pupils from Cefneithin School. They had shared with them the catalogues of the type of play equipment available from different manufacturers identifying the possibilities for the provision of additional items for the park/play area.

- The catalogues had since been forwarded to Drefach Ward members to enable a similar exercise to be undertaken.
- **Resolved:**
  - (i) To note, receive and approve the actions taken.
  - (ii) That Cllrs Darren Price and Aled Vaughan Owen's kind offer to confirm the section 106 funding available for each of parks in the three wards be accepted.

**149.7 Cefneithin Park. Equipment.**

- Notice had been received of an injury to a child in the park.
- The relevant item of equipment was examined by the Park Inspector that day in the presence of the Clerk. No defects were found in the equipment or safety surface and the item was deemed safe and fit for operation.
- **Resolved:** To receive and note the information received.

**149.8 Cefneithin Park MUGA.**

- It was reported to the Clerk, and confirmed following inspection, that there was a significant rust on the metal fencing surrounding the goal areas of the MUGA.
- **Resolved:** That the matter be taken up with the contractor/ supplier.

**149.9 Drefach Park- Replacement Basket Swing.**

- Following discussion with the Sub-Committee it was resolved that a replacement basket swing be purchased from the successful tenderer for Drefach Park.
- Financial assistance had been sought from the Play Sufficiency Grant.
- **Resolved:** To receive, note and approve the actions taken.

**149.10 Drefach Park. Hedge Cutting.**

- A complaint had been received by the Clerk that following the cutting of the hedge deep tyre marks and ruts had been made in areas of the park.
- The contractor was contacted by the Clerk on the same day and arranged for an inspection and any remedial works to be undertaken that afternoon.
- **Resolved:** To receive, note and approve the actions taken.

**149.11 Gorslas Park. Birds Nest Swing.**

- As agreed by Council the Birds Nest Swing was purchased and fitted on the weekend of the 23<sup>rd</sup> February, 2019.
- The item was examined by the County Council inspector on Monday 25<sup>th</sup> February. No issues were found. The equipment was made operational that day.
- **Resolved:** To receive, note and approve the actions taken.

**149.12 Gorslas Park. Titan Swing.**

- Concerns were received by the Clerk that there were fixings left on the safety surface which could indicate the item of equipment was not secure or safe.
- Arrangements were made for the item to be inspected by the maintenance contractor immediately. All fixings on the equipment were secure and safe. The items were deemed to have been the old fixings which had not been removed.

- The item was further inspected by the County Council, who had fitted the new fixings, at 8.00a.m the following morning. All fixings were in place and secure.
- **Resolved:** To receive, note and approve the actions taken.

**149.13 Gorslas Park. Giro Spiral.**

- The Clerk was contacted by a member of the public who had been approached by a number of children concerned at the safety of the Giro Spiral.
- County Council staff were on site and were asked by the Clerk to inspect and report on the safety of the item. It was found that a weld on a safety collar had become dislodged with the metal having a sharp edge representing a potential for injury.
- The item had previously been identified as needing replacement bearings and thus the most economical solution was to have both the bearings and welding of the collar undertaken at the same time.
- The repairs were undertaken and the item operational within two days.
- **Resolved:** To receive, note and approve the actions taken.

**149.14 Gorslas Park. Public Order Incident.**

- The attention of the Clerk was drawn to an incident witnessed by a member of the public in the park over the half term period whereby a disagreement between children had escalated to a confrontation between parents.
- There had been verbal abuse as well as threats of physical violence. Regrettably the incident was witnessed by the very many children in the park that day.
- **Resolved:** To receive and note the information provided.

**149.15 Gorslas Public Conveniences.**

- February Useage: 458 persons.
- It was reported that ad hoc inspections of the facilities had been undertaken by members following the decision not to lock the toilets in the evening. During the visits no damage had been found with the facilities being clean and operational.
- **Resolved:** To receive and note the information provided.

**150.00 Agenda Item 7 Urgent Local Matters.**

**150.1 Heol Cross Hands. Water Leak.**

- Work had been undertaken in the area over half term week but not at this location.
- The Clerk has advised the Water Authority accordingly.
- **Resolved:** To receive and note the information provided.

**150.2 Highway defects Church Road and A476 Llandeilo Road.**

- A large pothole surrounding a water services cover at a point on Llandeilo Road near the junction with Church Road was reported as a trip hazard to the County Council. The matter had been attended to.
- Church Road. Re-surfacing works had been undertaken to a water services meter at a point on Church Road just off Llandeilo Road. The surface had sunk leaving an indentation and a significant lip at the edge.
- The matter was reported to and has been dealt with by the County Council.

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

### 150.3 Gorslas. Annual Carnival.

- The Gorslas Welfare Association advised that the carnival this year would be in June with stalls etc. being located in the grounds of the Phoenix public house.
- **Resolved:** To receive and note the information provided.

### 150.4 Cross Hands Hall and Cinema.

- Cllr Green provided an update in relation to changes in the layout at the facility.
- It was also noted that the cinema had recently been featured on the X Ray television programme which had highlighted the considerable cost savings for families in viewing films at the facility rather than at the Vue Cinema Carmarthen.
- **Resolved:** To receive and note the information provided.

## 151.0 Agenda Item 8. Members Reports

### 151.1 PACT Meeting February

- Cancelled due to difficulties in securing a venue.
- **Resolved:** To receive and note the information provided.

### 151.2 Hywel Dda UHB Capital Development Projects Drop in Event.

- Cllrs Clive Green and Nia Lewis had attended the event which was held on the 7<sup>th</sup> March, 2019 at the Cross Hands Working Men's Club.
- Discussion had taken place regarding a proposed Health Centre development at the Cross Hands West site. Agreement had been reached in relation to G.P. doctor surgery provision at the center with discussions ongoing regarding pharmacy, dental, social and housing service provision forming part of the development. .
- An Outline Business Case would be submitted to Welsh Government in August 2019 with the final Business Case being submitted in the new year.
- If approved it was anticipated that work would commence on site in April, 2021.
- **Resolved:** To receive and note the information provided.

### 151.3 Torcoed Quarry Liaison Group.

- Cllr Anthony Rees had attended a meeting at the quarry offices on Wednesday 6<sup>th</sup> March, 2019. Discussion had included the following: -
- Difficulties were reported in relation to the loss of visibility experienced by quarry and other vehicles travelling to and from the quarry as a result of the overgrowth of hedgerows. The matter had been reported to the County Council who had advised that they were unable to undertake the work due to a lack of funding
- Complaints had been received by the Quarry regarding noise as a result of blasting operations. The Quarry was examining the possibility of using "staged blasting" which would reduce the significantly the noise from blasting operations.
- Grants: The quarry was making payments of £ 2 per tonne to the government towards grant payments. They were however not aware of any payments being made by the government from the fund.
- **Resolved:** To receive and note the information provided.

#### 151.4 County Council Update.

- An update on County Council issues which were relevant at both a county and ward level was provided by Cllr Aled Vaughan Owen.
- **Resolved:** To receive and note the information provided.

#### 152.0 Agenda Item 9. Correspondence.

##### 152.1 Consultation.

No	From	Details
152.2	Carms. C.C.	<ul style="list-style-type: none"> <li>• Draft Rights of Way Improvement Plan 2019.</li> <li>• The plan details how the Authority will plan strategically for the management, development and promotion of the rights of way network. The plan is available to view on the County Council website.</li> <li>• Closing date for receipt of views 01/05/19</li> </ul>
152.3	Hywel Dda U.H.B.	<ul style="list-style-type: none"> <li>• Drop in events seeking views on local capital development projects have been arranged between 3.00pm and 6.00p.m. on 05/03/19 at Penygroes Gate and District Hall and from 3.00p.m to 6.00p.m. at Cross Hands Working Men's Club on 07/03/19.</li> </ul>
152.4	Welsh Govt	<ul style="list-style-type: none"> <li>• The Climate Change, Environment and Rural Affairs Committee are seeking views on allotments.</li> <li>• Closing date for receipt of views 01/03/19</li> </ul>
152.5	Carms. C.C.	<ul style="list-style-type: none"> <li>• Consultation on Extending the County Council's (Dog Control) Public Spaces Protection Order 2016.</li> <li>• Details on County Council Website.</li> <li>• Closing Date: 29/03/19</li> </ul>
152.6	Carms. C.C	<ul style="list-style-type: none"> <li>• Invitation for Chair to attend St David's Parade on 02/03/19.</li> </ul>
152.7	Carms C.C.	<ul style="list-style-type: none"> <li>• Notification of closure of MaesY Bont C.P. School on 28/04/19.</li> <li>• There were no pupils in attendance at the count date in January.</li> <li>• The catchment area of Maesybont to be revised from that date to allow pupils to attend the primary school nearest their home.</li> <li>• Closing date for objections 01/04/19</li> </ul>

##### 152.8 General Correspondence

No	From	Subject
152.9	Egni Co-op	<ul style="list-style-type: none"> <li>• Looking for schools. Community centers, businesses, who would be interested in joining a scheme to have solar panels fitted to roofs.</li> </ul>
152.10	Play Wales	<ul style="list-style-type: none"> <li>• February and March newsletters available electronically from Clerk.</li> </ul>
152.11	Welsh Govt	<ul style="list-style-type: none"> <li>• Advise they are seeking to introduce a new law to allow 16 and 17-year old to vote in Assembly elections.</li> </ul>

		<ul style="list-style-type: none"> <li>• It is also proposing to change the name of the Assembly to reflect the fact it is a national parliament.</li> <li>• Details are available on the Welsh Government Website.</li> </ul>
152.12	Auditor General for Wales.	<ul style="list-style-type: none"> <li>• Electronic copy of the Auditor's presentation on Community and Town Councils available from the Clerk. Key messages from the sampling undertaken by the Auditor indicate that: <ul style="list-style-type: none"> <li>a) Unable to establish internal audit function in 10% of sample.</li> <li>b) Insufficiently independent Auditors in 20% of the sample.</li> <li>c) Two thirds had inadequate terms of reference for the auditor.</li> <li>d) Internal Audit conclusion inadequate in 33% of sample.</li> <li>e) Inconsistencies in annual reporting statements.</li> <li>f) No evidence of how audit recommendations were implemented.</li> <li>g) A third of auditors proposed there should be additional testing.</li> </ul> </li> </ul>
152.13	Sunshine Gym	<ul style="list-style-type: none"> <li>• Advise of packages available from £ 2,776.</li> </ul>
152.14	Age Concern	<ul style="list-style-type: none"> <li>• Electronic Copy of Newsletter available from Clerk.</li> </ul>
152.15	Carms. C.C.	<ul style="list-style-type: none"> <li>• Invitation to Community/Town Council liaison forum on the 19/03/19</li> </ul>
152.16	Welsh Govt	<ul style="list-style-type: none"> <li>• Advise of £35k grant covering Wales which available for setting up joint arrangements re community engagement, increasing citizen participation, engagement in local democracy or working together on a shared service.</li> <li>• Closing date 12/04/19</li> </ul>
152.17	Carnegie Trust	<ul style="list-style-type: none"> <li>• Electronic copy of newsletter available from Clerk</li> </ul>
152.18	Carms C.C.	<ul style="list-style-type: none"> <li>• Operation London bridge – three counties have reviewed protocols in the event of the death of the Queen or senior royal</li> </ul>
152.19	C.N.D. Cymru.	<ul style="list-style-type: none"> <li>• Request the Community Council passes a resolution that the community will not volunteer to host an underground nuclear waste dump.</li> </ul>
152.20	Carms C.C.	<ul style="list-style-type: none"> <li>• Environmental Planning Guidance to Community Councils when managing land such as parks</li> </ul>

- **Resolved:**

- (i) To receive and note the information provided.
- (ii) Item 152.19. That the Community Council will not seek to volunteer to host an underground nuclear facility in its area.
- (iii) Item 152.11. To support both the proposed change in voting age for Assembly elections as well as a change of name for the Assembly itself.

### 153.0 Agenda Item 10 One Voice Wales.

#### 153.1 Newsletter

- The latest edition of the newsletters has been circulated electronically to members.
- **Resolved:** To receive and note the information provided.



### 153.2 Membership 2019/20

- Cllr Wyn Edwards declared a personal interest in the item as an associate of the organisation and took no part in the proceedings.
- Fee for the 2019/20 financial year is £ 687.00 i.e. 2,148 dwellings @ £0.32p
- Fee 2018/19 was £ 640.00.i.e 2,101 @ .305p
- **Resolved:** To approve membership for the 2019/20 financial year.

### 153.3 National Executive Committee Meeting

- Cllr Wyn Edwards had attended the meeting on behalf of the Community Council.
- Members were advised that discussion at the meeting included the following: -
  - (i) External Audit. The external audit arrangements with a strong possibility that the Audits would be undertaken in future by the Wales Audit Office.
  - (ii) Concern had also been expressed in relation to the independent internal audit arrangements made by Community Councils would be subject to review.
- **Resolved:** To receive and note the information provided.

### 154.0 Agenda Item 11 Planning Matters

#### 154.1 Planning Applications.

- Cllr Nia Lewis declared a personal interest in application W/38327 due to its proximity to her private dwellings. Cllr Lewis took no part in the discussion or decision.
- Cllrs Darren Price and Iestyn Llwyd declared a personal interest in application W/38495 due to its proximity to their private dwellings. The members took no part in the discussion or decision.

No /Ref	Type and Description	Location
W/38423	Full Planning. Construction of two storey office and storage building.	Land part of Phil Rees Welding Ltd, Tir Bont, Foelgastell, SA14 7HL
W/38440	Discharge of Planning Condition 24 of W/33578.	Land at Cross Hands East Strategic Employment Site adjoining Cross Hands Business Park, North East of Heol Parc Mawr Cross Hands to the south west of Black Lion Road, Ty Penybanc, Black Lion Road Gorslas SA14 6RU
W/38471	Non-Material Amendment to W/37261 (Construction of two detached dwelling houses). Submission for approval of reserved matters of scale, layout, appearance, landscaping & access, pursuant to outline planning permission W/34855) Granted 25/07/18. Plot 2 Only raise level by 225mm to lessen the slope of the driveway.	Plot 2 Nant Werdd, 17 Penygroes Road, Gorslas, SA14 7NE.
W/38473	Variation of Planning Condition 2 on W/ 37522 (Direction the outbuilding will be extended.)	The Elms, Capel Road, Foelgastell, SA14 7EW.

W/38480	Prior Notification. Agricultural or Forestry Development. Steel Framed Agricultural Portal Shed.	Rhyd Y Cwm, Porthyrhyd, Carmarthen.
W/37479	Outline. Erection of a New Home – Amended Plans	112 Carmarthen Road, Cross Hands, SA14 6TD.
W/35156	Outline. Residential Development of 14 Dwellings and Estate Road.	Warehouse, Maesygwern, Heol Caegwyn, Drefach, SA14 7BA.
W/38327	Full Planning. Residential Dwelling and Garage.	Land adjacent to Rhos Wen, Heol Caegwyn, Drefach, SA14 7BA.
W/38495	Full planning. Extension above existing ground floor	26 Heol Rhosybonwen, Cefneithin, SA14 6TF.
W/38506	Non-Material Amendment to W/37928	Banc Y Ffynon, Heol Y Foel, Foelgastell, SA14 7EG.

- **Resolved.**

- (i) To receive and note the information provided.
- (ii) W/35156. That the County Council be advised of the Community Council’s concerns in relation to
  - a) the type of dwelling not being in keeping with the area,
  - b) the proposed development would “overlook” existing dwellings affecting their privacy,
  - c) it would appear that the design of the entrance/exit to the public highway and parking arrangements would not meet the new standards which the County Council would be introducing as a requirement for future developments.

### 155.0 Finance Agenda Item 12.

#### 155.1 Monthly Budget Monitoring Report

- Members considered the monthly income, expenditure and commitments against the prescribed income and expenditure budgets.
- It was noted that the final figures would be affected by the success, or otherwise of the grant application for the purchase of a swing at Drefach and the timing of receipt of invoices from contractors.
- **Resolved:** To note and receive the information provided.

#### 155.2 Statement of Monthly Income and Expenditure/ Receipts and Payments

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

Paid To	Description	Amount
DANFO	February	504.00
Spencer Environmental	Monthly Grass Cutting Charge	1,476.07
WCVA	Monthly Payroll Charge	22.20
Staff	Monthly Wages and Travel	980.75
Carmarthenshire C.C.	Public Lighting Charges 2018/19	9,672.91
Gorslas Church	Hire Hall and Kitchen 25/02/19	40.00
Wales Audit Office	Audit Charges 2017/18	225.75
DANFO	February Charges	504.00
G.L Jones	Nest Swing	5,000

One Voice Wales	Training GDPR/FOIA	255.77
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**(ii) Income**

Received from	Description	Amount £
N/A	N/A	Nil

- **Resolved:** To receive, approve and note the information provided.

**156.0 IRPW. Annual Report for 2019/20.**

**156.1 General**

- Under the Local Government (Wales) Measure 2011, community and town 41 councils are relevant authorities for the purpose of remuneration.
- Consequently, individuals who have accepted office as a member of a community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales.
- It is the duty of the proper officer of a council to make arrangements for correct payments to be made to all individuals entitled to receive them.
- Members should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to 'opt in' to receive payments.
- An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community council member wishing to decline payments must themselves write to their proper officer to do so.
- **Resolved:** To receive and note the information provided

**156.2 Actions.**

- The Community Council must consider and decide upon the relevant sections of the Annual Report from the IRPW.
- Certain determinations within the report are mandatory and must be implemented.
- In relation to other determinations they are non-mandatory and the Council may decide to adopt them or not.
- **Resolved:** To receive and note the information provided.

**156.3 Determination 40 Mandatory. Payment towards costs and expenses.**

- 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.
- Payable at the beginning of a financial year or upon taking up office.
- **Resolved:** To adopt determination 40 from the relevant date.

**156.4 Determination 42. Non-Mandatory. Senior Roles**

- The Community Council 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.
- Payable upon taking up office during a financial year.
- **Resolved:** Not to adopt determination 42.

### 156.5 Determination 43. Non-Mandatory. Re-imburement travel Cost

- The Community Council can make payments to each of their members in respect of travel costs for attending approved duties.
- Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:
  - (i) 45p per mile up to 10,000 miles in the year.
  - (ii) 25p per mile over 10,000 miles.
  - (iii) 5p per mile per passenger carried on authority business.
  - (iv) 24p per mile for private motor cycles.
  - (v) 20p per mile for bicycles.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt and implement determination 43 from the relevant date.

### 156.6 Determination 44. Non- Mandatory. Subsistence

- Should a particular duty require an overnight stay, Councils can authorise reimbursement of subsistence expenses to members at the maximum rates set out below on the basis of receipted claims:
  - (i) £28 per 24-hour period for meals, including breakfast where not provided.
  - (ii) £200 – London overnight.
  - (iii) £95 – elsewhere overnight.
  - (iv) £30 – staying with friends and/or family overnight.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt and implement determination 44 from the relevant date.

### 156.7 Determination 45. Non - Mandatory. Compensation for Financial Loss.

- Pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:
  - (i) Up to £54.00 for each period not exceeding 4 hours
  - (ii) Up to £108.00 for each period exceeding 4 but not exceeding 24 hours.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt determination 45 from the relevant date.

### 156.8 Determination 46. Mandatory. Re-imburement of Cost of Care.

- The Community 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.
- Payments to be made when the activity takes place.
- **Resolved:** To adopt and implement determination 46 from the relevant date.

**156.9 Determination 47. Non- Mandatory. Civic Head.**

- Provide a Civic Head payment to the 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.
- Payable when they take up office during the financial year.
- **Resolved:** Not to adopt determination 47.

**156.10 Determination 48. Non-Mandatory. Deputy Civic Head.**

- Provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum of £500.
- This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.
- Payable when they take up office during the financial year.
- **Resolved:** Not to adopt determination 48.

**156.11 Determination 49. Mandatory. Members receiving Principal Council salaries.**

- Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive payment from the Community Council, other than travel, subsistence or reimbursement of care costs.
- **Resolved:** To adopt and implement determination 49 from the relevant date.

**156.12 Determination 50. Mandatory. Publicity Requirements.**

- The Community Council must publish by the 30<sup>th</sup> September each financial year details of all payments made to individual members.
- In relation to the costs of care the Community Council has an option of: -
  - (i) Publishing details of the amounts reimbursed to named members.
  - (ii) Publishing the total amount reimbursed but not naming individual members.
- **Resolved:** To adopt and implement determination 50 from the relevant date detailing all claims against named individuals.

**156.13 Compliance with the Panel's requirements.**

- The Panel has the legal powers to require the Community Council to comply with the requirements specified in the report.
- **Resolved:** To provide the information as required.

**157.0 Agenda Item 13 Next Meeting**

- Monday 8<sup>th</sup> April, 2019, at Cefneithin C.P. School.
- There being no further business the Chair closed the meeting at 8:50p.m.