

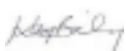
Llangattock Community Council - CYNGOR CYMUNED LLANGATWGW

The following are the minutes of a meeting of Llangattock Community Council's Central Services Committee, held online on Tuesday 27th June 2024 7pm.

Attendance: Cllr G Jones, Cllr J Rees, Cll G Dobbs, Cllr S Ady, Cllr R Jones, Cllr A Stubbs | Kay Bailey Clerk

Public Participation: Helen Burns - Llangattock Village Society

08/24	Apologies for absence	None
09/24	Members' declarations of interest	None
10/24	<p>Minutes from the meeting of 30th April 2024 - agree as true and accurate & matters arising from this meeting:</p> <p>Proposed: Seconded: Resolved:</p> <ul style="list-style-type: none"> Village Society Event "Summer Fete" - 29th June 24 <p>Cllr H Burns gave an update on the preparations for the Summer Fete on the 29th June 24. They are intending litter picks over the lead up period. There has been good engagement from local clubs and societies and local businesses providing the refreshments. There is a TENS in place and all drinks will be provided in plastic glasses.</p>	
11/24	<p>Standing Item: Cemetery (Burials)</p> <ul style="list-style-type: none"> Shed clearance: The Funeral Bier - offer of £250.00 has been received <p>Proposed: Cllr S Ady Seconded: Cllr J Rees Resolved:</p> <ul style="list-style-type: none"> Upcoming burials - request for pre purchase of a cremated burial plot <p>There was one burial this week, the request for a pre purchase is no longer needed.</p> <ul style="list-style-type: none"> Cemetery forms/procedures - a new form has been created by the Clerk following the training in February. <p>The new form is now in use, the Council will need to consider a cost for the transfer of exclusive burial</p> <p>The new policy will need to include information on using wooden crosses to mark recently dug graves.</p> <p>The Clerk would like permission to</p>	
12/24	<p>Standing Item: Central Services (Maintenance)</p> <ul style="list-style-type: none"> Receive and note the monthly asset checklist - (Cllr A Stubbs) <p>Thanks to Cllr A Stubbs for the recent monthly asset checklist.</p> <ul style="list-style-type: none"> Toilet china should be resolved with the new grant that has been granted by the Leveling up fund administered by PAVO. The weeds in the car park, update T Adams has now purchased the vinegar Growth of the grass on the Glebe field path, OTM have been contacted Tree growing out the bridge, Cllr G Jones will contact The Plas for and update Compost heap design, it was confirmed that the front was designed without a front to allow for easy clearance. Request T Adams to push back and clear out any plastics. Combo lock has changed to the LACAS field. Cllr G Jones to confirm access with LACAS for the tree inspections. Matting under the Zip Wire - this will be monitored. Cllr R Jones will do the June walkaround instead of Cllr T Jones. <ul style="list-style-type: none"> Powys Rospa report - will complete the £72.00 report for comparison. 	



	<ul style="list-style-type: none"> ● Tree works update - awaiting Quote from OTM Ltd. <p>Quote received - it was felt that the quotation was higher than expected, another quote would be sourced for comparison.</p> <ul style="list-style-type: none"> ● Toilet Block - waiting for the completion certificate and tarmac for the path and fitting the shelves. <p>Cllr R Jones is arranging for the completion certificate. The shelves are now installed. There are issues with the sensor and the hot water in the toilet pod - Cllr R Jones is sorting.</p> <ul style="list-style-type: none"> ● Update on new cleaner for the toilets - new subcontractor agreement to be returned. Toilet volunteer rota will be updated shortly. <p>The new subcontractor is now fully up and running, requesting if the vols could open on Sunday mornings to assist.</p>
	<p>Standing Item: Play Equipment Fund - no updates, Cllr S Ady will see if a donation bucket can be provided at the Fete.</p>
	<p>Standing Item: Environmental issues</p> <ul style="list-style-type: none"> ● Environmental policies ● Section 6 Duty ● Emergency Info Pack <p>Noted</p>
13/24	<p>Standing Item: Governance, Insurance & Legal updates</p> <ul style="list-style-type: none"> ● Peninsula setup: (Clerk/Cllr S Ady) <p>No updates.</p> <ul style="list-style-type: none"> ● Lease: Glebe Field Farm Business Tenancy has been received. <p>Proposed: Cllr R Jones Secoded: Cllr S Ady Resolved: that the Clerk arrange for the rental change and sign the document to give to the tenant.</p> <p>LACAS - the one year extension has been completed, the Place Plan will now engage the committee further on land use. It was noted that dog walkers have accessed the recreation ground again, LACAS informed.</p>
14/24	<p>Standing Item: Finance</p> <ul style="list-style-type: none"> ● Updated financial position 23-24 <p>No updates as audit underway</p> <ul style="list-style-type: none"> ● Water bill - further water bill received for £811.67, for the period of Dec - June. <p>A further letter was received from Welsh Water regarding the increased bills, Cllr R Jones and Cllr G Jones will visit the water meter to investigate further. It was felt that the building works would have contributed to the larger bills over the last year, but watching the meter will give further information. It was requested that the bills go to monthly to help with monitoring. Budget for next year will need to be considered in November preparation.</p> <ul style="list-style-type: none"> ● Internal auditor is working on the audit report - noted, the late notice will be placed on the notice boards whilst waiting for the audit report to be considered. Once the dates are known for the public access then arrangements will need to be made when the Clerk/RFO ● Phone for the office update (Clerk) - this has now been ordered. ● Investment Strategy policy is required (Cllr S Ady/RFO) - Cllr S Ady and the RFO/Clerk consider this for the July full Council meeting.
15/24	<p>Standing Item: HR, Complaints panel, Recruitment panel, Grievance and disciplinary panels update</p> <p>No updates</p>
16/24	<p>Project: Council ToolKit Update (Clerk, Cllr S Ady, Cllr G Jones)</p> <ul style="list-style-type: none"> ● Training Matrix to be completed <p>The Clerk reminded those who have not returned their "scores" and offered to visit to assist those who have outstanding forms.</p>

K Bailey

	<p>Correspondence Items:</p> <ul style="list-style-type: none">● Email - Living with Dementia poster for event on the railings in the recreation ground● A donation of compost bins has been offered for compost in the recreation ground. The committee were concerned that this would encourage “messaging about” with the bins and would like to decline the offer with thanks.● BT cables and the trees in the recreation ground● Metal cabinets - Clerk currently is housing two cabinets that are no longer required for the office. Can she have permission to dispose of them? This was agreed.
17/24	Date of next committee meeting to be 25th July 2024 - noted

