**TALYBONT-ON-USK COMMUNITY COUNCIL**

**MEETING HELD ON 17th April 2023**

**at Henderson Hall and via Zoom commencing at 7.15pm**

|  |  |  |
| --- | --- | --- |
| **ITEM NO** | **NOTES** | **ACTION** |
|  | **In Attendance**  Cllrs Parry (Chair), E. Moorman (clerk)  and G Thomas. G. James joined the meeting via Zoom. |  |
| **1** | **Apologies for absence**  Cllr. C Burdon, J Short |  |
| **2** | **Declarations of Interest**  None |  |
| **3** | **Approve minutes of the 23rd of March 2023**  The Minutes of the 23rd of March 2023 were accepted as a true record with two amendments proposed. Cllr Parry was not present. Cllr Jones resigned at the end of the meeting. |  |
| **4** | **Matters Arising**  Alice Thorne and Eifion Jones have been contacted about the state of the tramroad. It was decided to send a follow up email for the Warden’s contact details.  It was decided to follow up on Karl Speed’s presentation with a question about parking and to see if the slide show was available to share with councillors that were not present at the meeting.  It was decided to follow up on sound testing for roof on The Market, station road from planning applications. |  |
| **5** | **Correspondence**  After the attendees of the meeting were read a statement from Councillor Cartwright in response to the emails sent to all councillors from members of the UVCG, it was decided that the council should respond to Cllr. Cartwright and follow up on information about a ‘Roadshow’ that none of us have been informed about.  An email from Nina Krauzevicz suggesting a community assembly for dealing with Gilestone and other contentious matters was approved by all and it was decided to discuss it with the County Councillor and form a working group to create a plan. Assembly in June.  It was decided that all OVW emails should be shared by the clerk with the full council and that emails containing information of relevant interest should be promptly shared on the Council Facebook page and Talybont-on-Usk Community page to keep the public informed. | Cllr Moorman |
| **6** | **Clerk Position**  It was decided to contact 3 of the applicants for interviews. Cllr. Burdon, G. James, G. Thomas and E. Moorman to conduct. Date TBD amongst the 4 councillors. |  |
| **7** | **Coopting Councillor**  It was decided to send out an application form, approved at the meeting, for those who have already expressed interest in the position to submit to the council for further assessment. Interviews to be conducted in May. | Cllr Moorman |
| **8** | **Gilestone Farm**  It was decided to contact the WG requesting minutes from the meeting held on March 17th and pursue a follow up meeting.  It was decided to collate all the questions put forth by the Council and send them in a follow up email to the WG.  It was decided to post these questions and all correspondence between the council and the WG for the public record on the Council website. | **Cllr**  **Moorman** |
| **9** | **Nepali Invitation**  It was decided that all councillors should be advised to decline the invitation to the celebration. It was also decided to invite them for a presentation to the council at our June meeting. | Cllr  Moorman |
| **10.** | **AGM**  It was decided to schedule the AGM for May 15th at 7pm.  All paper work to be distributed in advance for approval.  Other decisions are below.  **Standing orders** We will have a no filming policy.  All meetings will be recorded and recordings held for 6 months. Public speaking must be requested in advance of the meeting. 15 minutes total per meeting will be allocated for public speaking. 3 minutes maximum length of time per speaker.  **Annual Report** to be compiled and posted.  **Council Training Plan** will require New Councillor Induction and Code of Conduct. Outside trainings and qualifications will be included on the website. The Council will pursue a placeplan training.  **Financial Regulations** will require dual signatories  **Biodiversity Plan** will be created by a working group including members of the community.  **GDP Regs** it was decided we do not need a data officer as our website does not accept payments and hold elector’s information. It was decided that every councillor should have a designated email account strictly for council business. It was decided that all emails to the clerk have immediate reply that they have been received. It was decided the clerk should be cc’d on all council emails and that emails that are received by councillors that do not have the clerk cc’d should be replied to with the statement, that emailing the clerk is the council protocol.  **Well-being for future generations** it was decided that this should be included on the website and Cllr Burdon should be asked to coordinate.  **Freedom of Information Policy/Procedure** It was decided this should be included on the website.  **Filing a complaint Policy/Procedure** It was decided that this should be included on the website. | Cllr Moorman  Cllr Parry  Cllr Moorman  Cllr Thomas  Cllrs Thomas & Moorman  All  Cllr  Moorman |
| **11** | **Defibrillator census**  It was decided that we should pursue another defibrillator being installed at the youth hostel for residents and visitors in more rural areas.  It was decided that we should organize another training session for use of a defib as it has been a long time. Date TBD  Cllr Moorman to submit the census to the NHS/POWYS | Cllr  James |
| **12** | **Canal Matters**  It was decided to schedule another meeting ASAP  It was decided to intensely pursue payment of the outstanding insurance claim.  It was decided to find out who is in charge of dog waste bin on the canal path. | Cllr  Moorman |
| **13**  **14** | **BBNPA**  It was decided that the parks old/new name was not difficult to pronounce.  It was decided to schedule another meeting asap on the same date as CRT and reconfirm our agenda. It was decided to push the SWOT conversation for a place plan to May meeting.  **Highway Matters**  It was confirmed to set the date for meeting Jo Lancey. April 19th, 2:30pm. Pot holes before drawbridge and yellow lines are on the agenda. | all |
| **15** | **County Councilor Report**  none |  |
| **16** | **Appli**c**ations for Planning Consent**  **none** |  |
| **17** | **Finance**  It was agreed to check the last minutes for an error in the current acct total.  It was agreed to purchase a Jabra speaker for around £100 |  |

**Date of next Ordinary Meeting 15th May 2023**

**Held at Henderson Hall commencing at 7.15pm as a hybrid meeting**