Minutes - Monthly Meeting of Castle Caereinion Community Council

Minutes	**Date: Wednesday 16th December 2020, 7.30pm** **Venue: Castle Caereinion Community Centre**	
Participants		Apologies
Chairman: Cllr Nigel Bowen (NB) **Clerk**: Carys Evans (CE)	Cllr Clive Jones (CJ); Cllr Nigel Evans (NE); Cllr Nicola Kynaston (NK); Cllr Joan Wyatt (JW);	Cllr Gareth Davies (GD); Cllr Gary Human (GH); Cllr David Jones (DJ)

Meeting carried out following COVID 19 protocols from Risk Assessment. Contact details forwarded to Community Centre caretaker for contact tracing.

Agenda 13: Ten minutes for members of the public: We were unable to accommodate members of the public at this meeting.
Agenda 14: Declarations of interest: None

Agenda 15: Minutes of previous meeting: Agreed as a true record, proposed Cllr JW, seconded Cllr CJ

Agenda 16: Matters arising from the minutes

1. None.

Agenda 17: Finance

1. Balance Treasurers Account £14,618 .00 Balance of Playground £73.24
2. Annual website fee D6 £94.80 – cheque number 000517
3. Clerk wages Nov & Dec 2020 £541.66 – cheque number 000516 – proposed Cllr CJ, seconded Cllr JW

Agenda 18: Highway Matters

1. Culvert near Chapel house to be looked at to prevent flooding.
2. 1 The Row, flooding on corner of Coppice Lane junction, has been reported – clerk to progress chase with Powys County Council.

Agenda 19: Playground

1. Playground reopened with signage and two swings taken de-commissioned to promote social distancing.
2. Playground – Emma Wilde of Harrisons solicitors has been appointed to represent us with Powys.
3. Cllr NB has kindly donated a bench to the playground, Melvyn has re-oiled it and it is now in the playground.

Agenda 20: PCC planning notices

1. None

Agenda 21: Precept 2021/2022

1. The Precept for 2021 / 2022 was discussed and agreed

	2021/2022 Planned
Insurance	£302.00
Internal Audit	£40.00
External Audit	£240.00
Play Area Inspection	£72.00
Safe Custody fee - Bank	£60.00
One Voice Wales Membership	£90.00
Clerks Wages	£3,750.00

Agenda 21: Precept 2021/2022	
Clerks Expenses	£150.00
Clerk/Cllr training	£250.00
Cllr Expenses	£800.00
website	£100.00
Sub Tot	**£5,854.00**
Grants	
Rec Assoc	£1,500.00
Play grp	£500.00
Churchyard	£200.00
Castle news (add to rec Assoc)	£100.00
Sub Tot	**£2,300.00**
Maintenance	
Play Area & Village Maintenance	£4,200.00
Contingency fund	£500.00
Sub Tot	**£4,700.00**
TOTAL	**£12,854.00**

Agenda 22: 2019-2020 Annual Return and Audit Report

1. **The Meeting formally received and noted the 2019 / 2020 annual return and audit report:**

The report stated:

"On the basis of our review, in our opinion, the information contained in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

Other matters and recommendations

On the basis of our review, we draw the body's attention to the following matters and recommendations which do not affect our audit opinion but should be addressed by the body.

1. High level of reserves

We note that the council holds a high level of general reserves, approximately 1.09 times the annual precept for 2018/19. The council should consider the level of general reserves required and consider taking steps to reduce the level of reserves in future years if necessary.

2. Internal audit report

The internal auditor has left objective 8 assets and investment register unanswered on the internal audit report on the annual return, however the internal auditor has confirmed a register is kept and renewed. The Council should ensure the Internal Auditor's report is reviewed before sending the document to the external auditor. The council should minute this process. Errors in the report should either be amended or the council should include an explanation for the error.

Cllr NE proposed the report was formally received and noted, seconded by Cllr JW.

Agenda 23: Correspondence

1. Powys Planning Decision Notices June – Nov 2020
2. One Voice Wales - News Bulletins June 2020 – November 2020
3. Update on launch of UWP 2 – OVW
4. Additional COVID-19 Testing Capacity in Powys – PTHB
5. Important grant funding opportunity for community and town councils - Volunteering Recovery Grant - information to circulate to networks and stakeholders – OVW
6. WG Elections Newsletter – November – OVW
7. New Domestic Abuse Policy for Commissioner for Future Generations Staff- OVW
8. Thank you letter – Recreation Association
9. Thank you letter – Castle Caereinion School
10. Thank you letter 0 St Garmon's Church
11. Various vacancies – OVW
12. Play Wales e-bulletins June 2020 – November 2020
13. Rural development plan – PCC
14. NHS Dental Provision Crisis in Powys – Llandrindod Town Council
15. Ways in which One Voice Wales membership could access the current Circular Economy fund – OVW
16. Your views about pharmacy services in Powys – PTHB
17. £13.2m Repair and Reuse Fund
18. Call for expression of interest for broadband support and advice PCC
19. Starleaf video conferencing-OVW
20. Remembrance activities – Cllr David Jones
21. Castle Caereinion Community Council WAL219 Annual Return – Wales Audit Office
22. Traffic lights on Golfa Bank

Agenda 24: Any other business

1. Cllr NB formally thanked Cllr LR for her time as a Cllr, we have no applicants as yet for our Cllr vacancy.
2. Cllr NB formally thanked the Recreation Association for their preparations with the community centre and for allowing us to hold a meeting.
3. Cllr NB would like to hold a public meeting (when we are able) to discuss how we pay tribute to and celebrate the late Michael Rogers.
4. BT phone box – still out of action, there is a reluctance from BT to repair – clerk to ask for update.
5. We will look at setting up each Cllr with a specific Council email address to ensure compliance with GDPR.
6. Arrange a defibrillator training course when we are able.

Agenda 25: Date of next meeting

Meeting closed: 8.30
Next meeting: To be confirmed