**LLANWDDYN COMMUNITY COUNCIL**  
  
  
Minutes of the Annual Meeting of Llanwddyn Community Council held on Thursday 25th May in Llanwddyn Community Centre at 7 p.m. 

**Present:**

Cllr. S. Dale   
Cllr. C. Jandrell   
Cllr. C. Kettle   
Cllr. R. Kirby  
Cllr. N. Worthington    
  
**Also present**:

Laura White, Community Council Clerk   
V. Voysey, Welshpool Town Council

 **1.2023  Apologies for absence**   
  
Members receive an apology of absence from Cllr Bryn Davies.  
  
  
**2.2023 New Community Clerk**   
  
The Members welcomed the new Community Council Clerk Laura White.    
  
Members noted that Laura has met with the Locum Community Council Clerk on two occasions and has the majority of the paperwork now. Laura has been booked on the following SLCC Courses: New Clerk Webinar, Agendas and Minutes and Powers and Duties of Local Council.    
  
The Locum Community Council Clerk will mentor Laura for at least the next year.    
  
   
**3.2023 Election of Chairman**  
  
It was proposed, seconded, and resolved to elect Bob Kirby as Chairman for the ensuing municipal year 2023/2024.    
  
    
**4.2023 Election of Vice- Chairman**  
  
It was proposed, seconded, and resolved to elect Nicola Worthington as Vice-Chairman for the municipal year 2023/2024. 

**5.2023 Declarations of Interest**  
  
There were no declarations of pecuniary interest      
  
Cllr Nicola Worthington declared a personal interest as she is an affiliated member of the Community Centre Committee and the editor of the local newsletter.   
  
   
**6.2023 Public Question Time and Participation**  
  
There were no members of the public present and no questions at this time.    
  
  
**7.2023 Finances**  
  
i) Accounts for Payment    
  
Members agreed to note and confirm the following payments have been made in between meetings:     
  
14/5  W.Jones & Son  £20.30  (building supplies)    
  
14/5 British Gas £35.66 (toilet block electricity)    
  
14/5 Cleaner £25 (new tap and fitting reimbursement)    
  
14/5 Cleaner £80 (wages for April)    
  
14/5 Netwise UK £330 (hosting for website)    
  
Members agreed to authorise the following future payments.   
  
British Gas £37.14 (toilets electricity)  
  
SLCC £42 (training event - Clerk)  
  
SLCC £84 (training event - Clerk)    
  
Zurich £599.26 (insurance - due)    
  
  
ii) Bank Signatures    
  
Members agreed that all members of the Community Council are to be account signatories. The Community Clerk will work with the members to get the necessary paperwork filed with the bank to move this forwards as a matter of urgency.    
  
   
The following financial issues not on the agenda were raised in discussion:  
  
iii) Petty Cash  
  
There are sums of £130 and £440 from the toilet honesty box currently believed to be in a safe at Welshpool Town Council.  Arrangements will be made to put this into the Community Council’s bank account.     
  
iv) Payroll     
  
The Community Clerk raised the issue of running a payroll and how this could be set up. It was agreed the Clerk should look at the option of getting a contractor to set-up the payroll.  

v) Community Field Grass Cutting     
  
Concern was expressed at the length of the playing field grass. There was some discussion on the most appropriate way to make arrangements for cutting it. It was agreed that the Community Clerk should contact the existing contractor to discuss arrangements as a matter of some urgency.  
  
  
**8.2023 Nomination to Committees and Outside Bodies**   
  
Members nominated the following:    
  
• Llanwddyn Community Centre Committee – Stephen Dale, Nicola Worthington (sub)    
  
• Lake Vyrnwy Tourism – Charlotte Kettle     
  
• The Lake Vyrnwy Stakeholders Group – Bob Kirby     
  
   
**9.2023 Minutes**   
  
Members confirmed  the minutes of the meetings of Llanwddyn Community Council held on Thursday April 20th 2023    
  
  
The minutes of 30th March 2023 were deferred     
  
  
**10.2023  Report from Powys County Councillor**  
  
  
Councillor Bryn Davies was not available to give his report    
  
  
**11.2023 Parish Council Matters**   
  
  
Members considered the following matters in relation to the running of the Parish Council and the ability to meet its statutory requirements:    
  
i) Laptop for the new Clerk     
  
Members agreed to a new laptop being purchased up to a value of £500. There was some discussion on the most appropriate way to arrange this and process the payment. The Community Clerk said she would try and arrange for a purchase where BACS could be facilitated. She expressed some urgency in getting this sorted so that she could set up her email and have suitable working equipment.  
    
ii) Council Mobile Phone    
  
It was agreed to go ahead with the purchase of a mobile phone package. Preference was given to a pay monthly sim mobile phone. It was agreed that the Community Clerk would look into this option.     
  
  
iii) Parish Council emails     
  
Members agreed to upgrade the website package which would give 15 dedicated councillor email addresses. The Community Clerk would arrange this.   
  
iv) Communication within the Community  
  
As there is already a village newsletter, it was considered preferable to use this than to set up a separate newsletter for the Community Council. It was agreed that moving forwards, a condensed version of the minutes should go into the village newsletter.   It was agreed that a donation should be offered towards the cost of printing.     
  
Cllr Nicola Worthington noted that she is the Editor of the newsletter.

**12.2023  Planning**  
  
  
i) New Planning Applications    
  
There were no new planning applications for  consideration.   
  
The following was noted:    
  
Fronlas, Hirnant, Pen-y-Bont Fawr     
  
Extension of dwelling into adjoining outbuilding, alterations to dwelling and some demolition has been approved.   
  
  
**13.2023 Date of next meeting**   
  
Members agreed to hold the meetings of Llanwddyn Community Council throughout the 2023/2024 municipal year on the last Thursday of the month.