

CORRIS COMMUNITY COUNCIL

ofnodion Cyfarfod Gynhaliwyd Nos Mercher 4 Mis Corffennaf 2019 yn yr Institwt, Corris Minutes of the Meeting held on Thursday 4 July 2019 in the Institute, Corris

YN BRESENNOL/ Cllr. Mr. R. Edwards (Chairman)
PRESENT Cllrs. Mrs. J. Davies Mr. T. Edwards Mr. K. Richardson
Mr. P. McCue Ms. M. Olsson Mr. S. Quincey
Ms. S. Wells Mr. J.P. Roberts (Gwynedd Council)

**PRESENNOL HEFYD/
ALSO PRESENT**

The Meeting was declared open at 7.05pm

41-19-20 **YMDDIHEURIADAU AM ABSENOLDEB/APOLOGIES FOR ABSENCE**

It was noted that there were Apologies from Mrs. H. Lewis.

42-19-20 **EMPLOYMENT ISSUES - (This is a confidential matter, and the Public and Press would be excluded from the Meeting for this item.)**

43-19-20 **CYHOEDDIADAU/ANNOUNCEMENTS**

There were no announcements.

44-19-20 **COFRESTRYAD O DDIDDORDEB AELOD/
REGISTRATION OF MEMBERS' INTERESTS**

45 -19-20 **COFNODION CYFARFOD/MINUTES OF THE MEETING HELD
6 Mis Mehefin 2019/6 June 2019**

Cllr. Ms M. Olsson proposed the minutes be accepted. Seconded by Cllr. Mrs.S. Wells. Signed by Chair.

46-19-20 **MATERION YN CODI/MATTERS ARISING**

There were no matters arising.

47-19-20 **CAIS CYNLLUNIO/PLANNING APPLICATIONS - REPRESENTATIONS**

A. **REPRESENTATIONS ON ANY APPLICATIONS RECEIVED AFTER THE
AGENDA HAD BEEN SENT OUT**

None received.

B. **REPRESENTATIONS UNDER DELEGATED POWERS**

None received.

C. **RECEIVE PLANNING DECISIONS**

None received.

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D. RECEIVE ANY OTHER CORRESPONDENCE ON PLANNING

None received.

48-19-20 **Y FYNWENT/CEMETERY**

A. ANY PAYMENTS FOR WORK UNDERTAKEN

It was RESOLVED to pay Mr. D.A. Rowlands for grass cutting £60 of the cemetery.

B. ANY PAYMENTS RECEIVED

None received.

49-19-20 **YR INSTITIWT/THE INSTITUTE**

There was no report from Corris Institute.

50-19-20 **YSGOL DYFFRYN DULAS CORRIS**

i. The schools (Corris & Pennal) were one of the top three primary schools as awarded by The Daily Post.

ii. An Estyn inspection is scheduled to take place during the last week of term.

iii. There is a parking problem which is hindering the bus from entering.

51-19-20 **Corris Uchaf Committee**

i. Cllr. Ms. M. Olsson reported that the interim committee requested the Council to call a public meeting for Corris Uchaf in order to form a Constituted Community Group. A draft constitution has been written. Cllr. Olsson asked if the Council could send a notice to all Corris Uchaf residents inviting them to a meeting to be held on 30 July in which committee members will be proposed and elected.

ii. Cllr. Olsson requested that once the committee was formed the money that had been lodged with the Council prior to the sale of Eglwys Sinc be returned to the Corris Uchaf account. The Council agreed to return the £871.92 once the bank details were received.

52-19-20 **DEDDF TRWYDDEDU 2003/LICENSING ACT 2003**

None received.

53-19-20 **LLWYBR TROED/FOOTPATHS ac/and FFYRDD/ROADS**

A. TRUNK ROAD (A487)

i. Netting is being put in place for safety reasons.

B. MINOR ROADS

The Corris Uchaf wall has been repaired.

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C. FORESTRY EXTRACTION

Nothing to report.

D. FOOTPATHS

The Chair reported that there has been a complaint regarding parking by the Youth Hostel. The Chair offered to write a letter to the owner of Youth Hostel advising that this is an ongoing problem that needs to be monitored, particularly regarding any guests staying at the hostel. The Chair also agreed to speak to the bicycle people who may also be responsible.

54-19-20 CAEAU CHWARAE/PLAYING FIELDS AND PLAYGROUNDS

A. KING GEORGE V PLAYING FIELDS

i. A letter was received from Mr. Jayden Mumford regarding the restarting of the Corris Football Club detailing some of their needs. The Council agreed that a cheque for £1,000 would be provided to help the club get started. Decision taken under the Powers of Well-being of future generations. *Well-being of Future Generations (Wales) Act 2013. S55.*

ii. Nothing to report regarding the Pump Track other than that the plans needed to be re-evaluated with regard to the proposed increase in costs involved.

B. CAEAU CHWARAE CORRIS/CORRIS PLAY AREAS

i. Cllr. Ms. M. Olsson reported that Powys County Council inspects the play areas in Machynlleth. Cllr. Mr. J.P. Roberts agreed to provide the contact for Gwynedd Council inspection department to Cllr. Mr. P. McCue.

ii. Routine inspections reports had been made.

55-19-20 MEDDIANTIAU/ASSETS

A. AUTHORISED WORKS

Nothing to report.

B. CROSSING KEEPERS' SHELTER

Nothing to report.

C. BUS SHELTERS

It was agreed that the cleaning and painting the seats would take place during the summer holidays.

D. THE ORCHARD

Cllr. Ms. M. Olsson provided a document stating the tribunal was still awaiting notification of land registration.

E. THE FOLLY

No matters to report.

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F. BAND INSTRUMENTS

The woman who expressed interest previously has not yet come back to the Chair.

56-19-20 ADRODDIAD ARIANNOL/FINANCIAL REPORT

A. REPORT AND BALANCES

- i. Cllr. Ms. M. Olsson produced an up to date record of the Council's funds. (see appendix 1)
- ii. Half of the Precept has been received, per usual, as has the £9,000 from the distribution of funds after the liquidation of Cwmni Adwy Cyf

B. AUTHORISATION OF PAYMENTS

It was RESOLVED to make the following payments which had not been authorised elsewhere:

A payment of £130 to Mr. D.A. Rowlands for cutting grass and cemetery – Approved unanimously.

C. HMRC

A letter of engagement has been received, but as it was in Cllr. Ms. M. Olsson's name so it will have to be reissued in the Council's name. It was suggested that once a new clerk was engaged that they be paid monthly rather than bi-annually. The Council authorised payment to Cllr. Olsson for claims made on time and stationery.

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D. BUDGET REVIEW/BUDGET PRECEPT

- i. Cllr. Ms. M. Olsson produced a summary of receipts and payments for 2018-2019. (see appendix 2) Cllr. Olsson asked for them to be approved and sent to the auditors. Cllr. Mrs. J. Davies proposed they be approved. Seconded by Cllr. Mr. K. Richardson.
- ii. Cllr. Olsson reported on her conversation with BDO as external auditors which she said was most helpful and illuminating. The accounts should have been approved prior to 30 June, which will be noted in the next year's audit. There will be no financial repercussions, and an extension was given till 27 July, provided the internal auditors approved them before that date. Cllr. Mr. J.P. Roberts provided a phone contacts for the Gwynedd Council audits.
- iii. The Council will be considered Non-Compliant due to the lateness of reporting, but that has been recognised and accepted owing to the particulars relating to the Clerk's untimely departure. The Annual Government Statements were then read out and agreed on, point by point, by the members of the Council. Cllr. Olsson and the Chair agreed to sign them.

E. BANKING

Nothing to report that has not already been reported.

F. VAT

Nothing to report

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G. OTHER FINANCIAL MATTERS

The standard claim for up to £150 for Councillors were discussed. Some forms were handed in, while others would be brought to the next meeting. There were no other matters to report.

57-19-20 GOHODDIAD/INVITATIONS

A. INVITATIONS RECEIVED

None received.

B. REPORTS OF MEETINGS ATTENDED

The Chair and Cllr. Ms M. Olsson participated in a Web-inar regarding Council protocols regarding audits and general financial record keeping.

58-19-20 GOHEBIAETH/CORRESPONDENCE

Dates for Snowdonia Park meeting and events were received.

59-19-20 TOILEDAU CYHOEDDUS/PUBLIC CONVENIENCES

The Council is still awaiting correspondence regarding Gwynedd Council's contribution.

60-19-20 DEUNYDDIAU IECHYD/HEALTH MATTERS

Discussion regarding the defibrillators took place. The Chair suggested the decision on getting cupboards at (£500/cupboard) be postponed till September.

61-19-20 COUNCIL WEB SITE

Cllr. Ms. M. Olsson suggested the agenda be posted as well as minutes. The Chair was under the impression they had been, but would look into the matter.

62 -19-20 DATA PROTECTION LEGISLATION

It was still unclear whether the Council needed to register.
Cllr. Ms. M. Olsson asked if the phone and email had been changed on the website. The Chair agreed to attend to that.

63-19-20 STANDING ORDER

i. The Chair suggested a change in the wording regarding the sending of Agenda and Minutes digitally. He also suggested that the section: 'Public access of meetings. Grounds of excluding public' – be changed to include: 'Confidential matters regarding staff employees and any other matters deemed necessary'. The Council unanimously approved for the Chair to change the wording to reflect the above.

ii. Cllr. Ms. M. Olsson requested the wording change from 'paying by cheque', to 'paying by cheque and electronically'.

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iii. It was suggested that the wording change regarding the Council making donations to local groups, to be altered to include 'no audited evidence be required'.

iv. It was suggested that the wording regarding expenses incurred by Councillors should be changed to include 'upon receipt of supporting documentation'.

v. It was suggested that the clause regarding earmarking of reserves be put into separate accounts be eliminated.

All the changes suggested were agreed by members of the Council.

The next meeting was scheduled to take place on the first Thursday in September at Pantperthog Hall.

The Meeting was declared closed at 8.55pm.

SIGNED:

DATE: / /

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ATODIAD 1/APPENDIX 1

I Cofnodion/Minutes of 4 Mis Gorffennaf/4 July 2019

BUDGET REVIEW/BUDGET/PRECEPT

Expenditure	BUDGET	SPEND			TOTAL SPEND	BUDGET BALANCE C/F
Insurance	£1,600.00	£1,554.38			£1,554.38	£45.62
Clerk Salary	£1,500.00	£115.43			£115.43	£1,384.57
Clerk Expenses	£250.00		£20.00	£20.00	£40.00	£210.00
Playing Field	£500.00		£270.00		£270.00	£230.00
Play Areas	£400.00	£310.00			£310.00	£90.00
Orchard	£100.00				£0.00	£100.00
Land behind Goal	£100.00				£0.00	£100.00
Cemetery	£1,000.00				£0.00	£1,000.00
Hire of Hall	£150.00				£0.00	£150.00
Donations	£50.00				£0.00	£50.00
Audit	£570.00				£0.00	£570.00
Membership Fee	£100.00				£0.00	£100.00
Assets - Repair/Replacement	£50.00				£0.00	£50.00
Institute support	£1,000.00				£0.00	£1,000.00
Misc/Contingencies	£600.00	£234.00	£323.99	£53.50	£611.49	£-11.49
Pantperthog VH support	£300.00				£0.00	£300.00
Monument (rent)	£10.00				£0.00	£10.00
Legals	£200.00				£0.00	£200.00
PAYE	£0.00				£0.00	£0.00
Salt Bins	£200.00				£0.00	£200.00
Defibrillator & Cupboards	£300.00				£0.00	£300.00
Community Support	£1,500.00				£0.00	£1,500.00
Website	£60.00				£0.00	£60.00
Computer	£50.00				£0.00	£50.00
					£0.00	£0.00
VAT refund					£0.00	£0.00
TOTAL	£10,590				£2,901.30	£7,688.70
Income					£0.00	
Cemetery	£1,200				£0.00	£1,200.00
Toilet support	£0				£0.00	£0.00
Interest					£0.00	£0.00
VAT refund	£195				£0.00	£195.00
Donations		£9,000.00			£9,000.00	£-9,000.00
Rent for Surplus Land	£10				£0.00	£10.00
SUB TOTAL	£1,405	£9,000.00	£0.00	£0.00	£9,000.00	£9,000.00
					0	
Precept	£8,425	4212.5			4212.5	£4,212.50
					0	£0.00
TOTAL	£9,830	£13,212.50	£0.00	£0.00	£13,212.50	£13,212.50
OPENING BALANCE	£3,549					£13,860.41
	£34,108.00				£0.00	£0.00
CORRIS UCHAF ACCOUNT	£35,021.65				£0.00	£35,021.65
TOTAL	£35,022				£0.00	£35,022
OPENING BALANCE	£35,022					£35,021.65

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ATODIAD 2/APPENDIX 2

I Cofnodion/Minutes of 4 Mis Gorffennaf/4 July 2019

CYNGOR CYMUNED CORRIS COMMUNITY COUNCIL

SUMMARY RECEIPTS & PAYMENTS 2018-19

INCOME AND EXPENDITURE

	ACTUAL	VARIANT	BUDGET	
EXPENDITURE				
Donations	-	100.00	100.00	No donations made in the year
Institute Support	500.00	500.00	1,000.00	One payment delayed until after 31/03/19
Pantperthog Village Hall support	200.00	-	200.00	
Subscriptions/Membership	120.00	(20.00)	100.00	Increase in membership fee
Insurance	1,522.00	(22.00)	1,500.00	Increase in Insurance cost
Clerk's Salary	1,250.00	(150.00)	1,100.00	Pay increase for Clerk
Clerk's Postage/Copying Expenses	136.46	13.54	150.00	Less stationery needed
Hire of Hall/Meeting Room	-	200.00	200.00	Lower cost of hall rental
Audit	564.30	(214.30)	350.00	Increase in cost of External audit in year
Cemetery - Burials/Maintenance etc	1,790.00	(790.00)	1,000.00	Higher number of burials than anticipated
Playing Field	-	50.00	50.00	Cost included in other grass cutting
Play Area	230.00	170.00	400.00	Less grass cutting needed in year
King George's Field	-	100.00	100.00	Less grass cutting needed in year
Mounument Rent	10.00	-	10.00	
Assets - Repair/Replacements	-	100.00	100.00	All repairs done on a voluntary basis, so no cost
The Orchard	100.00	-	100.00	
PAYE/NIC	-	100.00	100.00	No PAYE due in year
Misc/Contingency	503.12	(303.12)	200.00	Laptop crashed and needed replacement
Toilet support	2,000.00	-	2,000.00	
Legal and Professional	400.00	(300.00)	100.00	Higher cost for tennancy agreements
Salt Bins	165.60	334.40	500.00	One salt bin refill received for free
Cupboard for Defibrilator	-	300.00	300.00	No purchase in year.
Defibrilator	-	600.00	600.00	No new defib was purchased in year
Website	662.77	(502.77)	160.00	Website designer needed for setting up website.
Bus shelter	5,389.20	(5,389.20)		Reserved for in previous budgets. Paid from reserves
	<u>15,543.45</u>		<u>10,420.00</u>	
CORRIS UCHAF ACCOUNT				
Christmas decoration in Corris Uchaf	109.28			
Marquee	150.00			
	<u>259.28</u>			
TOTAL EXPENDITURE	<u>15,802.73</u>			
RECEIPTS				
Precept	7,434.00	-	7,434.00	
Burial Ground	2,246.00	(1,246.00)	1,000.00	Higher number of burials than anticipated
Toilet support	300.00	(300.00)	-	Negotiated support for toilets from Corris Railway
Interest	1.52	(1.52)	-	No interest expected
Rent for Surplus Land	-	10.00	10.00	No rent received
VAT Refund	-	350.00	350.00	Claim made for VAT for 3 years up to Nov 2018
	<u>9,981.52</u>		<u>8,794.00</u>	
CORRIS UCHAF ACCOUNT				
Donation	871.92	(871.92)	-	Recovery of old Eglwys Zinc funds from HSBC
	<u>10,853.44</u>	<u>(1,187.52)</u>	<u>8,794.00</u>	
NET Income/Expenditure in year	(4,949.29)			

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BANK RECONCILIATION

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Bank account balance 31/03/18	7,816.54
Corris Uchaf account	34,278.00
Business Account	766.12
Income in Year - Corris Uchaf A/C	871.92
Income in Year - Corris CC A/C	9,981.52
Expenditure in the Year - Corris Uchaf A/C	(259.28)
Expenditure in the Year - Corris CC A/C	<u>(15,543.45)</u>
Cash Book Balance	<u>37,911.37</u>

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As per statement	
Current account	2,253.09
Business Account	767.64
Corris Uchaf Account	<u>34,890.64</u>
Balance as per bank 31.03.19	<u><u>37,911.37</u></u>

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GOBHEBIAETH/CORRESPONDENCE

Cofnod Minutes 41-19-20

The following were noted as available for borrowing, unless indicated otherwise.

A.

B.

C.

D.

E.