

CYNGOR CYMUNED BRYNCRUG COMMUNITY COUNCIL

2 Talybont, Dolgellau, Gwynedd LL40 1UA
clerc@cyngor-bryncrug-council.org.uk Clerk: Jane Jenkins

MINUTES OF THE COMMUNITY COUNCIL – 18.11.24 - 7.00pm

Present: Alan Jones (AJ) (Chairman), Geraint Evans (GE) (Vice Chairman), Richard Evans (RE), County Councillor Bethan Lawton and Jane Jenkins (Clerk)

1. **Apologies Received:** Richard C Evans. County Councillor Bethan Lawton offered apologies as she was only available for part of the meeting.

2. **Chairperson's Welcome:** A warm welcome was extended to all to the meeting.

2.1 **Registration of Interest:** None.

3. **Approval of previous minutes – 21/10/24:**

All correct.

RESOLUTION: Previous meeting's minutes were agreed as a true account.

Proposed - RE Second – GE Signed – AJ

Meeting with Mr A Goff.

Mr Goff had applied for the Community Council position, and we were now able to co-opt. There were discussions as to background, the benefit to the Community Council, and a summary of what was entailed both for BCC and DF. Mr Goff was invited to stay for the remainder of the meeting to obtain an idea as to how the Community Council worked and the level of involvement required. Mr Goff confirmed at the end of the meeting that he was happy to join the Community Council.

RESOLUTION: Unanimous agreement that Mr Goff should be co-opted.

ACTION: Clerk to prepare Acceptance of Office documentation.

4. **Matters arising from the previous meetings – 23/09/24:**

- **New Website** – Discussed “draft” website sent across for review and what would need to be added to make it fully compliant. There are missing documents, and we need to locate and include on the website. BL felt that changing the email was a step in the right direction, as there are too many issues with IONOS and emails not reaching recipients. BL asked the question what would happen if the company running the website were to close and how would we obtain access to it.

RESOLUTION: To move forward with both website and new email as soon as possible.

ACTION: Clerk to advise H G Web Designs that we wish to move forward asap, send across all relevant documentation to ensure website is compliant and ask the questions put forward by BL.

- **Specifications for Tendering** – Discussions as to work involved in maintaining relevant areas around Bryncrug Village i.e. footpaths (3), Bus Shelters (2), Historical Water Pumps (5), The Rock. One specification required for the above to be put out to tender in February to commence in April. A separate specification for the full cleaning and repainting of the historic water pumps three yearly. These have just been repainted etc so the next time will be October 2027.

CYNGOR CYMUNED BRYNCRUG COMMUNITY COUNCIL

RESOLUTION: All in agreement to offer all routine work for Bryncreug village out on one specification but for a separate specification to be drafted for the repainting of the historical water pumps every three years.

ACTION: Clerk to prepare draft specification for approval based on 4 x cuts/trimming per year for footpaths, around historic water pumps and The Rock. Bus Shelters to be fully cleaned annually and The Little Garden to be swept and tidied 4 times a year.

5. Correspondence:

- **OVW Training Dates**

Noted. Suggested that A Goff should take a new Cllr induction course. Clerk advising that all Councillors should be up to date with Code of Conduct and there were courses available. AJ handed each Cllr a copy of our current document.

- **GCC Community Review**

Noted. Discussions as to what this meant for the Council, i.e. Community Council boundaries. Clerk explaining this was for information only at this stage, but we would receive further documentation in due course which the Cllrs would be required to respond to.

- **GCC re footpaths and hedges Dolithel, Bryncreug**

Clerk reading out email received and advising all residents were to be written to. GE advised that as yet nothing has been done, it is still overgrown and fence is still leaning.

6. Planning Applications: None.

7. Financial Matters:

a. **Financial Report October 2024**

GE reported that in respect of cheque ending 892, Y Ganolfan have not received it and this is why it remains as unrepresented. GE will request a new invoice is sent to Clerk for payment.

RESOLVED: This was agreed as a true account and approved.

Proposed: GE **Seconded:** RE **Signed:** AJ

ACTION: Clerk to cancel cheque and original invoice (if copy available as this was issued prior to her taking over).

b. **Payments**

Payments out. Clerks Pay and Jones & Jones. LGA Pay Agreement 2024 discussed. Also discussed were Clerks hours and the percentage allocated to BCC and Dolgoch which is no longer 15/15 with Dolgoch taking up more than its allocated share. Clerk is happy to sign an addendum to employment contract for 2025/26 amending this.

RESOLVED: Unanimous agreement to make payments and cheques signed. With immediate effect Clerks salary to increase to correct grade, which is 18 and payments backdated to 15th May, commencement of employment.

ACTION: Clerk to ensure payroll is up to date for December.

CYNGOR CYMUNED BRYNCRUG COMMUNITY COUNCIL

c. Audit Updates (Audit Wales)

2023/24 has now been passed and the Notice of Conclusion appropriately displayed on the notice board. Numerous comments within the report discussed. An agreement needs to be drafted in respect of the Clerk undertaking administrative duties for Dolgoch as outlined with the Audit report.

ACTION: Clerk to prepare a draft agreement in respect of administrative duties for Dolgoch and the annual payment of them.

8. Representatives' Reports: None

9. County Councillors Report: None

10. Any Other Business:

- **Budget/Precept 2025/26**

Clerk advising this needed to be dealt with in the December meeting as the precept request would need to be submitted in January. Clerk to send all Cllrs a copy of last years document and will place on the Agenda for December.

- AJ requested a laminated copy of meeting dates for the notice board.
- Wi Fi connection to be placed on December agenda for discussion.
- Request for online meeting in December rejected by all as it would be Mr Goff's first meeting as a Cllr.

Meeting concluded 8.10 pm.

Date of Next Meeting: Monday 16.12.24 at 7.00pm - "Y Ganolfan" Brynchrug

Signed

Chairman *Alan H Jones*

Date *16/12/24*