

MEETING
CYNWYL ELFED COMMUNITY COUNCIL
AT: Cynwyl Elfed Community Hall
On: 21.10.2024 at 7:30 p.m.

AGENDA

<u>Item of Business -</u>	<u>time: Minutes</u>
<u>1. Declarations of interest.</u>	1
<u>2. Minutes of the last meeting (16.09.2024).</u>	2
<u>3. Matters arising from the minutes.</u>	10
<ul style="list-style-type: none"> • Highway Matters - to be discussed under Highway Matters. • Public Convenience - to be discussed under Reports from sub-committees. • Co-option to fill Councillor vacancies.x3 	
<u>4. Correspondence</u>	10
<i>Copies of relevant correspondence received is circulated to members via e-mail</i>	
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<u>5.Planning</u>	10
PL/ -08365 - Installation of a free standing air source heat pump - 2 Green Park, Cynwyl Elfed, SA33 6TL	
<u>6. Payments and Accounts.</u>	30
<ul style="list-style-type: none"> • ME Davies, Clerk's salary 09/24 - £309.90 • HMRC - Q2 Aug.Sept.Oct. DD 22/10/24 £232.60 • E.D.F. energy - electricity public conveniences Cynwyl Elfed - Continuous - fixed contract for 2 years from 12/09/24 0.24.1pence per kw and Standing charge 60p daily.Once this is in place a refund will be due in adjustment from 1st April. • EDF Direct Debit form to be signed in respect of new account - Invoice £17.27 for the period 12/09/24-30/09/24. • Bevan Buckland Internal Audit (2023/2024) £360.00 • Audit Wales External Audit Fees (2023/2024) £200.00 • One Voice Wales Conference 16/10/24 cost £ 95.00 • Bryan Davies Travelling Expenses £ 	
<u>REVIEW - RECONCILIATION OF RECEIPTS AND PAYMENTS</u>	
<ul style="list-style-type: none"> • Chairman or Vice Chairman to check the accounts and sign to verify this has been done. 	
<u>7. Highway Matters</u>	20
<ul style="list-style-type: none"> • Highway matters arising from the last minutes.- • • <u>Reports - Highway Matters 21.10.24.</u> 	
<i>Required: (1.) Grid Reference/PostCode / Road Identification Number.</i>	
<i>(2.)Location address / identifiable landmark. (3.) The problem.</i>	
<i>In order for the correct information to be transferred to the Highways Dept.</i>	
<u>8. Reports from sub-committees —</u>	30
<u>Public Conveniences -</u>	
Budget , Employ Cleaner, Meeting Clerk & Chair. (Or Vice-Chair.) with Shannen Rees and Jackie Edwards to be arranged. Shannen Rees to look into Training Requirements for cleaner.	
See training needs.	

<u>9. Training -</u> <u>**Training plan is to be reviewed every 3 months.</u> <u>In view of employing cleaner - OVW training identified:</u> <u>Module 3 - Council as employer</u> <u>Module 7 - Health & Safety.</u>	10
<u>10. Any other matter.</u> <ul style="list-style-type: none"> • 	17
<u>11. Date and time of next meeting.</u> <u>Monday 18.11.24</u> <u>Time: 7:30 p.m.</u>	
	1.5 hrs

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