

**MINUTES OF TALGARTH TOWN COUNCIL MEETING HELD AT 7PM, WEDNESDAY
17 JUNE 2020, HELD REMOTELY**

MEMBERS PRESENT BY VIDEO LINK: Cllr W Powell (Town & Powys County Councillor), Mayor (In the Chair), Cllr P Lewis (Deputy Mayor), Cllr A Bufton, Cllr M Dodds, Cllr G Jones, Cllr A Lord, Cllr R Reid, Cllr S Thomas,

MEMBERS PRESENT BY TELEPHONE LINK: Cllr L Elston-Reeves, Cllr T McClatchey

APOLOGIES: Cllr C Voyle

IN ATTENDANCE BY VIDEO LINK: Josephine Rumsey (Town Clerk)

WELCOME: Cllr W Powell, Mayor, welcomed members to the first virtual meeting of Talgarth Town Council and thanked Town Councillors for their 'Get well' wishes during his current illness with the Coronavirus.

20/58 DECLARATIONS OF INTEREST: There were no declarations of interest.

20/59 CORONAVIRUS COVID 19 WELSH GOVERNMENT (WG) LOCAL AUTHORITIES (CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020 – Due to the current pandemic WG has issued new legislation to enable the Town Council to have the relevant powers to continue to function safely. Face to Face meetings and non-essential business of the Town Council was suspended on 16/3/20.

a) Emergency Legislation issued by WG on 22/4/20 and valid until 7/5/21 enabled remote meetings, audio as a minimum, and includes scope for members of the public to join in. Digital platform "Skype" has enabled the Town Council to meet this evening.

RESOLVED: It was agreed unanimously to comply with the new regulations whilst they are in place and for this meeting and future ones to proceed remotely.

b) Update on current procedures of the Town Council – Town Council owned properties - WG guidance forced the closure of the Town Hall, King George V Children's Play area/Pavilion and the Bowling Green/Pavilion, on 25/3/20 and signage to inform the public was put up in these areas and a notice put up on the website.

Covid-19 Guidelines document in respect of Legionnaires – This was produced by the Town Council on 24/4/2020 in respect of unoccupied Town Council owned properties and forwarded for guidance to TADSCA and the Bowling Club. It was noted that Cllr A Bufton is undertaking the weekly checks in the Town Hall/Public Conveniences areas.

RESOLVED: To adopt these Talgarth Town Council Covid-19 Legionnaires guidelines.

St Gwendoline's Churchyard – Covid-19 Burial Ground Guidelines - Following guidance from WG on Churchyard rules resulted in the Town Council producing a guidelines document on 14/4/2020, in conjunction with the Vicar, in respect of funerals and this was forwarded to local Funeral Directors for guidance.

Noted that St Gwendoline's Church was closed on the 18 March until further notice.

RESOLVED: To adopt these Talgarth Town Council COVID-19 St Gwendoline's Churchyard guidelines.

Cllr A Bufton reported that there are a couple of pressing issues at the Churchyard which could not be discussed as the 1 April site inspection meeting had to be cancelled.

RESOLVED: To have a site inspection meeting as soon as circumstances allow.

Cllr W Powell, Mayor, thanked Cllr A Bufton for all his work in preparing the above documents on behalf of the Town Council and for dealing with families, during this difficult time.

Powys County Council (PCC) - A questionnaire was received from PCC and completed, with input and approval from the Vicar, regarding available burial spaces at St Gwendoline's Churchyard.

(c) Remote working – capital equipment –

Computer - Noted that the Clerk's computer was in need of updating. Quotes received from Eric Pugh & Co, Computer Specialist, Hay-on-Wye.

RESOLVED: To purchase a computer upgrade with at least a minimum specification of an i5 processor – estimated cost of approx. £650.

Printer – Noted that the Clerk's printer had broken due to faulty feed tray.

RESOLVED: To purchase a replacement laser printer – cost approx. £185.

20/60 MINUTES: The minutes of the Town Council meetings held on the 11 March, had previously been circulated to the Council Members.

RESOLVED: That the Minutes of the Town Council Meeting held on 11 March be adopted and accepted as a true record.

20/61 ACCOUNTS FOR APPROVAL OF PAYMENT SINCE 11 MARCH 2020 –

01.04.20	VW Cleaning Services	Town Hall cleaning £151.20/Gates open/close £69.78 – March 2020 invoice			220.98
17.04.20	Talgarth Bowling Club	Maintenance Grant from PCC - £10,000 less £1,000 retained for fees to be paid by the Town Council			£9,000.00
27.04.20	Town Clerk	April Salary & Expenses			£1,008.08
29.04.20	One Voice Wales	Membership fee 2020/2021			£269.00
29.04.20	Farr & Harris	Town Hall – 2 boilers & equipment for heating upgrade	4,896.96	979.39	£5,876.35
29.04.20	Healthmatic	Public Conveniences – Cleaning 1/4/20 – 30/6/20	1,687.50	337.50	£2,025.00
29.04.20	Headstore	Headphones for remote meetings – Net £47.99 +Delivery £6.95	54.94	10.99	£65.93
20.05.20	VE Day 8 May	Poppy Wreath, Bunting, Flowers	47.53	3.03	£50.56
22.05.20	Martin Leighton	C'yard Maintenance – 1 st cut of 14			£420.00
22.05.20	A G Evans	Public Conveniences – Works as agreed - Fit waterwatch & autosyphon			£254.04
23.05.20	Sharn Drury	Internal Audit – Accounts 2019/2020			£120.00
23.05.20	Town Clerk	May Salary & Expenses			£1,022.24
27.05.20	Zurich Insurance –Renewal circulated to Town Councillors for perusal	Annual Insurance 1/6/20 – 31/5/21 – Town Hall/Public Conveniences (£1,114.98 inc IPT), King George V Pavilion (£596.10 inc IPT) & Public Liability and itemised items etc (£1,523.06) Total - £2,887.64 + £346.50 IPT			£3,234.14
24.05.20	Martin Leighton	C'yard Maintenance – 2 nd cut of 14			£420.00
12.05.20	Parish on Line	Annual Fee 13/6/20 – 12/6/21	30.00	6.00	£36.00

RESOLVED: Approval of payments above made since 11 March 2020.

20/62 AMOUNTS RECEIVED – SINCE 11 MARCH 2020

Date	From	Item	Amount
16.04.20	PCC	Bowling Club Grant – <i>As previously agreed, paid £9,000 to the Bowling Club – retained £1,000 for fees to be paid by the Town Council.</i>	£10,000.00
16.04.20	Wales Blood Group	Hall Hire Mar 20	£55.00
20.04.20	Zumba	Hall Hire – Jan – Mar 20	£110.00
27.04.20	Wales Blood Group	Hall Hire Sept 20	£55.00
07.05.20	A V Griffiths & Son	Burial fees – AP dec'd	£80.00
10.06.20	D Gwynne	SGC Grazing Agreement for 2 years - 2019/2020 & 2020-2021.	£170.00
11.06.20	C C James	Burial fees – MW dec'd	£140.00
11.06.20	A V Griffiths & Son	Burial fees – JT dec'd	£140.00

BANK BALANCES – Business Reserve Account - £60,210.60 Current Account - £1,232.37

20/63 TO APPROVE TALGARTH TOWN COUNCIL ACCOUNTS 1/4/2019 – 31/3/2020 & CONFIRM WELSH AUDIT OFFICE ANNUAL RETURN ACCOUNTING STATEMENTS, ANNUAL GOVERNANCE STATEMENT PARTS 1 & 2 & RECEIVE INTERNAL AUDIT REPORT - Clerk had circulated to all Town Councillors a copy of the

Annual Return with Accounting Statements, Annual Governance Statement Parts 1 & 2 and Internal Audit report, together with a copy of accounts and bank reconciliation for the year ended 31 March 2020, and a Statement of Explanation of Significant Variations from 2018/2019 - 2019/2020, which had been successfully audited by Sharn Drury, Internal Auditor.

RESOLVED: That the Town Council confirms the Annual Return previously circulated to Councillors, and approve Accounting Statements, Annual Governance Statement Parts 1 & 2 and Internal Audit report. The Annual Return for the year ended 31 March 2020 was completed and signed in the official places by Cllr W Powell, Mayor and Josephine Rumsey, RFO/Town Clerk for onward transmission to Grant Thornton Auditors by 10 September 2020.

Noted Clerk to display the 'Notice of date appointed for the exercise of electors' rights under the Public Audit (Wales) Act 2004' on the Talgarth Town Council's website, no later than the 16 August 2020 until 1 September 2020, for the Accounts Year End 31/03/2020 and for the records to be made available from 1/9/2020 – 28/9/2020. Noted Grant Thornton External Auditors' Annual Audit for year ending 31/03/2020 is on 29/9/2020.

Cllr W Powell, Mayor, thanked the Town Clerk for circulating hard copies of the Accounts 2019/2020 documents to members, in advance of the meeting.

20/64 Appointment of Internal Auditor 2020/2021 – RESOLVED to re-appoint Sharn Drury for 2020/2021 – approximate 8 hours per annum @ £15 per hour. Noted Internal Audit, as per Audit requirements since 1 Apr 2016, to be undertaken quarterly.

20/65 BBNPA – PLANNING APPLICATIONS – Applications for Consideration, having viewed then online prior to the meeting: -

- 1. Planning Application 20/18532/FUL** - Proposal: The conversion of a former Agricultural barn (now ancillary domestic Store) into a Dwelling. Application to include switching the primary residential use from the house to the new dwelling (converted barn) by defining the house as a Holiday Let with restricted conditions of occupation." - Address: Lower Genffordd Talgarth LD3 0EG.

RESOLVED:

- To request this Planning Application be deferred, pending more information, noting from the website, that other consultees are "awaiting further information".
 - To seek reassurance that all residents of Penbont Road , both those who live within the boundaries of Talgarth town as well as those in the rural hinterland to the south , who are most affected by this application, have been consulted.
 - To state that that the Town Council has noted the consultation response from PCC highways and is in support of their comments regarding passing places on the narrow road leading to the location of the site.
- 2. Planning Application 20/18568/FUL** - Proposal: "A single storey lean to extension to the front of the existing property." Address: 4 Council House, Depot Lane, Talgarth LD3 0AN
RESOLVED: To support this Planning Application.
 - 3. Planning Application 20/18569/FUL** - Proposal: "A single storey lean to extension to the front of the existing property." Address: 3 Council House, Depot Lane, Talgarth LD3 0AN
RESOLVED: To support this Planning Application.
 - 4. Planning Application 20/18687/FUL** - Proposal: "Demolition and rebuild of detached prefab garage on rocket socket piled RC slab" - Address: Journeys End, Heol Las, Talgarth LD30PH.
RESOLVED: To support this Planning Application.

20/66 PCC HIGHWAYS –

- **Traffic Management Measures Order on Trunk & County Roads near Talgarth –** Received from Ian Mills, PCC, a copy of the Sealed Order and the 2nd Public Notice dated 9 June 2020, confirming that the emergency notice has now been upgraded to a full Order in respect of Traffic Management Measures Order on Trunk & County Roads Nr Talgarth. Noted that we have received serious concerns re the dangers on Penbont Road from the local residents.
RESOLVED: To respond to PCC and convey the concerns raised by Town Councillors of the dangers of the volume, speed and width of vehicles now forced to use the Penbont Road, causing serious damage to the Penbont historic bridge, properties and verges and to request an urgent physical width restrictions at both entrances to the Penbont Road ie from the Talgarth town end and the Pengeffordd end.

- 20/67 VACANCY FOR A TOWN COUNCILLOR –** It was noted, with regret, that Cllr Zoe argent resigned as a Talgarth Town Councillor on 2 June 2020. Noted that the vacant position has been reported to the PCC Election Department and we will receive information re advertising the co-option of the vacancy, after the 8 July 2020.
RESOLVED: To forward a letter of thanks to Cllr Z Argent for her contribution to the Town Council since the 8 May 2012.

- 20/68 COMMUNITY GROUPS SUPPORTING TALGARTH & DISTRICT DURING COVID-19 PANDEMIC** - Noted the Town Council contacts are Cllr William Powell, Cllr P Lewis, Cllr A Bufton, Cllr L Elston-Reeves and our Volunteer Co-ordinators – Peter Weavers (Co-ordinator & Community Volunteer) and Cllr L Elston-Reeves (Town Councillor assisting with the Co-ordinator), who have, with their volunteer team, been busy during this period for the needs of the vulnerable in Talgarth and district, during COVID 19.
Noted PAVO offered grant monies available but Talgarth volunteer drivers did not wish to make any claims on this fund.
Cllr W Powell, Mayor, thanked all Town Councillors involved for their work during this period and on-going.
RESOLVED: To forward a letter of thanks to Peter Weavers for taking on the role of Volunteer Co-ordinator for the emergency activity for both the elderly, vulnerable and those in self isolation /quarantine etc for Talgarth & District during this COVID 19 pandemic and thanks also to Cllr L Elston-Reeves who assisted with this service.
- 20/69 OLD POST OFFICE, TALGARTH** – Cllr W Powell, Mayor, reported that Rhodri Kelly CADW, has confirmed that the Old Post Office, Talgarth, had been listed on 25 June 2020.
- 20/70 VE 75th ANNIVERSARY 8 May** – Cllr W Powell, Mayor, thanked both, Cllr P Lewis, Deputy Mayor and Cllr L Elston-Reeves for organising the small scale event for VE Day on 8 May, at the War Memorial, when the Town Council wreath was laid by resident John Gwynne.
Noted Cllr W Powell, Mayor, was able to attend, despite only being discharged from hospital the previous day, after suffering Coronavirus.
Cllr Powell also thanked Cllr P Lewis and Cllr L Elston-Reeves for arranging and judging the competition for the ‘Best Decorated House window’.
RESOLVED: To arrange an event at the War Memorial on 15 August, to officially dedicate the new bench, with a gathering as appropriate, for the 75th anniversary of VJ Day, marking both the surrender of Japan and the end of the Second World War.
Agreed to position the new bench on the right-hand side of the War Memorial facing the town and to reposition the existing green seat in another location, in the town, to be agreed.
- 20/71 TOWN COUNCIL- YOUTH REPRESENTATIVES**
RESOLVED: To advertise again for 2 Youth representatives, by approaching the schools etc, in September 2020.
- 20/72 GROW FOR TALGARTH** – It was noted that the Grow for Talgarth has now positioned their new water butts near the entrance of the Town Hall and already collected a good supply of water for the watering of the flowers and they also have access to the tap in the Public Conveniences.
RESOLVED: To forward a letter of thanks and appreciation to Grow for Talgarth for all their hard work in keeping the town still ‘blooming’ with flowers, despite the ‘lock down’.
- 20/73 PAVO – Comic Relief Grant re Talgarth Library – Project Coordinator vacancy** – Cllr W Powell, Mayor, reported that the notice for the Project Coordinator vacancy will again be reviewed.
- 20/74 TOWN HALL** –
- **Town Hall Cleaner Contract – V W Cleaning Services** – Received notice of an increase in charges from April 2020 - £11.90 per hour for Town Hall Cleaning and £9.30 per hour for opening/closing the Public Conveniences gate opening/closing.
RESOLVED: To this accept this increase.
 - **Town Hall and Public Conveniences** - Quote for urgent minor works required in these locations – It was noted that during Cllr A Bufton’ weekly Legionnaires flushing process, the following urgent minor works were required and costs had been obtained from Alan Evans Builder, for these jobs, amounting to £232.90.
RESOLVED: That the quote of Alan Evans be accepted and work to commence

20/75 CORRESPONDENCE RECEIVED –

WG - World Environment Day - New funds for nature to help communities plant the seeds for the Wales, to see post Covid-19

PCC - National Forest Programme - Upcoming community woodland grant funding – Copy sent to Jed Needs for information.

PCC Archives – Link - <https://customer.powys.gov.uk/article/1984/Archives-Newsletters>

OVW - Coronavirus pandemic – Received Legal Topic Note 5 (2015) and 1st, 2nd & 3rd Briefings for Town & Community Councils.

Proposed safe crossing by Rugby Club – Received email exchanges between David Allday, PCC and Vin Stephens, Rugby Club President. Noted that Mr Allday had confirmed that Talgarth is not currently an ‘Active Travel Designated Locality’ but PCC is still exploring the funding avenues which may be available. He emphasised that support from the community groups re the project, would be helpful and will keep us informed of developments.

Also a further communication received from Peter Weavers, Rugby Club requesting the Town ` Council support on this project.

Walkers are Welcome Festival 2020 – Update received confirming that the 2020 Talgarth Walking Festival had been cancelled and they will plan for a successful 2021 Festival between 30April and 3 May.

Bowls Club Transfer – Noted that the Talgarth Bowling Club Transfer from PCC to the Town Council was completed on 17/3/20 and that the Transfer documentation, relevant deeds and documents relating to the property, have been hand delivered by PCC to our Solicitor at Williams, Beales & Co, who is currently preparing the Land Registry paperwork for the property, hopefully, to include the hatched area of ground on the plan and used by the Bowls Club for many years, which, at present, is not registered to anyone.

Grass Snakes or Slow worms living in Grass Pit – Noted that Audrey Micklewright, Bowling Club had informed the Town Council of the situation of the grass snakes or slow worms in the grass pit, which are both protected species and awaiting specialist advice on dealing with this situation, from Steph Coates, Brecknock Wildlife Trust. Audrey confirmed that they will not be disturbed until we receive a response.

Police - Noted that due to the current Covid-19 situation, the Neighbourhood Policing Team are keeping in touch with us as key contacts via telephone and email and they have targeted patrols for each ward to ensure that Government guidelines are being adhered to and that vulnerable people are not put at risk and asked us to contact them, should we have any concerns, noting that their dedicated PC for Breconshire NPT is Andrew Edwards PC 45.

Note no Community Speedwatch taking place during this time.

GP Biotec – 14th GP Community Liaison Group meeting – Received draft minutes of the last meeting held on 23 Oct 2019 and their Annual Report 2019. Due to Covid-19, GP Biotec, cancelled their scheduled meeting for 22 Apr until further notice.

Noted on 20 May Virginia Brown had expressed concerns of smells during spreading and had received a response from GP Biotec, cc to the Town Council.

Police & Crime Commissioner Election 7 May – Noted that the Police & Crime Commissioner Election due to take place on 7 May has been postponed.

PAVO - Update Covid-19 Bultin1 & 2 received and forwarded to TADSCA, Bowling Club and Football Club as Grant funding opportunities were available.

PTHB – Coronavirus environment – Response received, stating that there is specific information for the public produced by the UK Government available here:

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

Also there is some information regarding cleaning described in section 4 of the information available here: <https://www.gov.uk/government/publications/wn-cov-guidance-for-primary-care/wn-cov-interim-guidance-for-primary-care>

Wales Audit Office – Received updates to the Audit 2019/2020, due to Covid-19.

Keep Wales Tidy- Local Places for Nature – Starter package – Noted that Talgarth Town Council has been awarded a Fruit Garden package from Keep Wales Tidy (made possible by Welsh Government funding). Noted Cllr L Elston-Reeves will lead this project to be run at Ysgol y Mynydd du.

Herbicide spraying in the town – Received concerns from Jan Shivel, local resident re PCC use of herbicide spraying in and around Great Barns and the old Library in New Street and asking the Town Council for support. Noted she had also reported her concerns to PCC, who responded that they were not aware of any request to stop spraying the weeds in the Town. Noted Clerk had acknowledged Jan’s email and responded to PCC stating that we would discuss at a future Town Council meeting when time allows.

Black Mountains College - Update news received.

FOI request for correspondence – Request received from Mr J Williams for Town Council to PCC Highways correspondence exchanges from 12/6/2019 – 3/9/2019, which had been forwarded to him in the appropriate time-scale.

Independent Remuneration Panel for Wales - Supplementary Report – the principles relating to the reimbursement of costs of care – Received report.

Brecon Advice Centre – Received Annual Report 2019-2020.

Bronllys Well Being Park - Noted closure of the offices during the COVID-19 pandemic. Received Newsletter and Agenda for remote AGM 7pm 26th of May.

Dog Fouling up old school lane – Queens Ave – Woodlands Ave – Received a complaint from a local resident re dog fouling in this location.

Noted Clerk reported to PCC Highways and the road was cleansed the following morning.

20/76 DATE/TIME OF NEXT MEETING: 7:00pm AGM Wed 16 September 2020
– Monthly meetings – To be arranged when necessary.

There being no further business, the meeting closed at 8.40 pm.

SIGNED:

DATE: