

**MINUTES OF TALGARTH TOWN COUNCIL MEETING AT 7PM, WEDNESDAY,  
10 APRIL 2024, HELD IN THE TOWN HALL COMMITTEE ROOM**

**MEMBERS PRESENT:** Cllr L Elston-Reeves (Mayor) (In the Chair), Cllr A Lord (Deputy Mayor), Cllr C Briggs, Cllr A Bufton, Cllr D Coleman, Cllr J Evans, Cllr C Green, Cllr G Jones, Cllr W Powell (Town & Powys County Councillor)

**APOLOGIES:** Cllr M Dodds

**IN ATTENDANCE:** Josephine Rumsey (Town Clerk)  
3 members of the public – for part of the meeting

**24/50 WELCOME:** Cllr L Elston-Reeves, Mayor, welcomed Members to the meeting.

**24/51 RESIGNATION** – Received the resignation of Cllr J Bond on 13 March 2024.  
**RESOLVED:** To forward letter of thanks to Cllr J Bond for her work as a Town Councillor. To report vacancy to PCC.

**24/52 DECLARATIONS OF INTEREST:** Cllr W Powell declared an interest in the following Planning Application and took no part in the discussion or decision making –  
**Planning Application Consultation Letter 24/22581/FUL** - Proposal: “5 Affordable Residential Dwellings”, Address: Former Highways Depot, Hay Road, Talgarth, Powys.

**24/53 MINUTES:** The minutes of the Town Council meeting held on the 13 March 2024, had been previously circulated to Town Councillors.  
**RESOLVED:** Unanimously agreed that the minutes of the Town Council meeting held on the 13 March 2024, be accepted as a correct record.

**24/54 TOWN COUNCILLOR VACANCIES** - Noted the first vacancy is currently being advertised for co-option and no applications received to date.  
**RESOLVED:** To await PCC instructions as to filling the vacancy received this evening.

**24/55 MATTERS ARISING FROM PREVIOUS MINUTES:**

- **OVW /PAVO** – All updates and training dates on circulation.
- **OVW Brecon & Radnor Committee meeting 8 Apr** – Noted meeting held on 8 Apr at Llyswen Village Hall, had been attended by Cllr D Coleman and to await OVW minutes.

**24/56 PARKING ISSUES** - Cllr L Elston-Reeves, Mayor, welcomed the visitors to the meeting. It was noted that the inconsiderate parking of vehicles is causing problems with disabled access to events in the Town Hall and the obstruction of the fire escape access. The report of a recent incident was received and discussion took place.  
**RESOLVED:** To seek the advice and the best way forward with PCC Highways and the Police regarding these issues.

**24/57 TALGARTH /TREFECCA UPDATES**

- **Talgarth Placemaking Plan** – Regular progress updates received from Peter Weavers regarding the Town Hall Basement proposals. Noted the draft letter to residents, circulated to Town Councillors for agreement.  
**RESOLVED:** Cllr A Lord, Deputy Mayor and Cllr J Evans to liaise re finalising the letter, as suggested.
- **Town Centre issues/Liverpool House** - No new update received from the Coop. Received for information, copy of email exchanges with Virginia Brown, local resident and the Coop.
- **S6 Biodiversity**- Cllr A Lord, Deputy Mayor, reported that an update report will be made available, with the Mayor’s report, for the AGM.

- **Local Places for Nature Grant /Allotment project - Community Allotment at Woodlands** – Received the PCC grant payment of £591.80. Noted Cllr L Elston-Reeves, Mayor, has submitted the final report to PCC and the work on the allotment is progressing.
- **D-Day 80th Anniversary** – Cllr L Elston-Reeves, Mayor, gave a brief update and will be arranging a meeting shortly.
- **Defibrillator for Trefecca** – Noted Cllr J Evans has applied, on behalf of the Town Council, for grant funding from the National Lottery Community Fund, for a defibrillator for Trefecca. The Mayor thanked Cllr Evans for his valued work on this project.

**24/58 BBNPA PLANNING APPLICATIONS** – To consider:

**Planning Application Consultation Letter 24/22581/FUL** - Proposal: “5 Affordable Residential Dwellings”, Address: Former Highways Depot, Hay Road, Talgarth Brecon Powys. Grid Reference: E:315407 N:233997 – Noted a disappointing response received from the BBNPA, regarding clarification as to why an application has been submitted for housing on this site, when planning permission had been granted for work units in 2021, in accordance with the LDP. **RESOLVED:** To reject this Planning Application as it does not match the LDP and to point out that the Council feels that although affordable housing is important to Talgarth this site was always designated as industrial or business use and when the BBNPA requested sites for the LDP this area was submitted as such.

**24/59 CARETAKER’S ANNUAL REVIEW** – Town Councillors expressed gratitude at the excellent standard of work carried out by Emma Hayles, Caretaker, in the Town Hall and the Public Conveniences, receiving many compliments on this high standard of work by both residents and visitors. **RESOLVED:** To forward a letter of thanks to Emma for all her dedicated service.

**24/60 TO REVIEW TALGARTH TOWN COUNCIL (TTC) DOCUMENTS** - Previously circulated in advance of the meeting:

- TTC Standing Orders
- TTC Financial Regulations
- TTC Financial & Management Risk Assessment
- TTC Security & Confidential Policy
- TTC Complaints Policy
- TTC Freedom of Information Policy
- TTC Health & Safety Policy
- TTC Equality & Diversity Policy
- TTC St Gwendoline’s Churchyard Management Policy
- TTC St Gwendoline’s Churchyard Risk Assessment
- TTC Town Hall – Fire Risk Assessment
- TTC Town Hall Risk Assessment
- TTC Public Conveniences Risk Assessment

Cllr D Coleman reported that he had scrutinised and brought the documents up to date, in compliance with current OVW model/standards.

Cllr L Elston-Reeves, Mayor thanked both Cllr D Coleman and Cllr A Bufton for their work in updating the documents.

**RESOLVED:** To adopt all documents above, as recommended and signed up as Chair.

**24/61 TRAINING PLAN** – **RESOLVED:** Clerk to forward the survey to the new members, Cllr C Briggs, Cllr J Evans and Cllr W Powell, for completion so that the Training Plan can be updated.

**24/62 INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT - FEBRUARY 2024** – **RESOLVED:** To consider the Annual Report at a future meeting.

24/63 **FINANCIAL UPDATE:**

**Amounts received since last meeting 13 March 2024:**

Date	From	Item	Amount
28/03/24	BAC Nat West Bank	Mar Interest on Business Reserve A/C	£32.77
27/03/24	BAC Festival group	Hall hire 24/21	£28.00
27/03/24	BAC On the Verge	Hall hire 24/22	£28.00
27/03/24	BAC Grow for Talgarth	Hall hire 24/21	£21.00
26/03/24	BAC PCC	Nature Grant re Allotment	£591.80
26/03/24	BAC Perthyn	Hall hire 24/19	£35.00
24/03/24	BAC Tuesday Lunch Club	Hall hire 24/18	£38.67
22/03/24	BAC R W Evans & Son	SGC- Cremation Tablet fee – JEW dec'd	£106.00

**Accounts for Payment/Ratification since last meeting 13 March 2024:**

Date/Cheq	To	Item	Net	VAT	Total
12/04/24	Eon D/D	Town Hall – Gas – 26/02 – 27/3/24	£299.46	£14.97	£314.43
12/04/24	Eon D/D	Town Hall – Electric – 26/02 – 27/03/24	£109.53	£5.48	£115.01
12/04/24	Eon D/D	Public Conveniences – Electric - 26/02 – 27/03/24	£39.72	£1.99	£41.71
10/04/24 3847	Town Clerk	Salary & Expenses Apr 24	£1,237.78		£1,237.78
10/04/24 3846	Caretaker – Town Hall	Salary April 24	£694.03		£694.03
10/04/24 3845	Printerbase	Printer Cartridge	£42.75	£8.55	£51.30
10/04/24 3834	Printerbase	Printer drum	£49.87	£9.97	£59.84
10/04/24 3833	OTM Groundscare Ltd	SGC Burial Ground Contract 2023/2024 - Apr invoice £424.38 + £84.88 VAT	£424.38	£84.88	£509.26
10/04/24 3832	Powys County Council	Town Hall – Annual Alcohol Licence fee – due for payment 23/4/24	£180.00		£180.00
10/04/24 3831	One Voice Wales	Annual Subscription – 1/4/2024 – 31/3/2025	£331.00		£331.00
26/03/24 3830	Talgarth Transport	Town Hall – Reimbursement of Hall hire fee paid in advance - 23/723 – Event cancelled	£85.00		£85.00
26/03/24	BT D/D	Town Hall Tel Mthly Rent/B'Band	£23.33	£4.66	£27.99

- **To Approve** - Schedule of monthly accounts since 13 Mar 2024, as above.  
**RESOLVED:** To approve Schedule of monthly accounts since 13 Mar 2024.
- **To Approve** - 1 – 31 March 2024 - Bank Reconciliation Statement.  
**RESOLVED:** To approve the Bank Reconciliation – 1 – 31 March 2024, attached at the end of these minutes.
- **SLCC membership 2024-2025** – Received renewal fee £188.  
**RESOLVED:** To approve SLCC membership renewal fee £188.

- **Zurich Insurance Renewal – 1/6/2024 – 31/5/2025** – Zurich Renewal papers 1 June 2024 – 31 May 2025 received. **RESOLVED:** To circulate Zurich renewal papers to all Town Councillors and Cllr A Lord and Cllr D Coleman to lead on updating the documents, as appropriate for approval at our 15 May meeting.
- **Cleaning Services** – Noted the cost of the cleaning services of Sanderson Housekeeping, to be increased by £1.50 per hour from 1 April 2024.

**24/64 PCC COUNTY COUNCILLOR W POWELL** – County Councillor W Powell had circulated his monthly report, in advance of the meeting and contributed to other matters on the agenda.

**24/65 PCC Highway and other matters** –

- **Damaged Oak Tree, Tower Lane** - Noted necessary work had been completed on 4 Apr.
- **PCC - Sustainable Powys - Let's Talk!** – Invitation to a webinar on 21 Mar 6pm with Emma Palmer, PCC Chief Executive. Noted Cllr A Lord and Cllr D Coleman had joined the meeting and to await minutes of the meeting.
- **PCC & Town & Community Council remote meeting – 22 May at 6pm** – **RESOLVED:** Cllr A Lord, Deputy Mayor, to attend the meeting.

**24/66 GROUP UPDATES** –

**ST GWENDOLINE'S CHURCHYARD** –

**Churchyard Maintenance** – **RESOLVED:** To payment of OTM April 2024 Churchyard maintenance Invoice - £424.38 + £84.88 VAT £509.25

**TOWN HALL** –

- **Town Hall fees review** – Noted - in progress of reviewing.
- **Town Hall Emergency Light** – **RESOLVED:** To accept the estimate of Skyrme Electrical to replace an emergency light in main hall ceiling – approx £75 - £80 + VAT.
- **Town Hall cleaning materials** – **RESOLVED:** To pay the invoice from Newhall Janitorial Ltd on the sum of £90.11 + £18.02 VAT = £108.13.
- **Workplace Recycling Laws from 6 April** – Clerk to re-circulate information received from PCC earlier this year and to seek any webinars on this matter from both PCC and OVW.
- **Public Conveniences – Leak in Unisex toilet area** – Noted Alan Evans Builder to commence this work as soon as possible
- **Talgarth & District Indoor Bowling Club – Request for storage** – Update received from the Secretary of the Indoor Bowling Club, that the Club has resolved the issues re storage.
- **WAW – Mon 16 Apr 7pm at Talgarth Football Club** - Received Agenda for 16 Apr meeting and draft minutes of 11 Mar, for information.
- **Festival** – Cllr J Evans, Town Council rep on the group, circulated an update, confirming that the Easter Saturday events, held both in the Market Hall and the Duck Race, has been a great success and the group's focus is now on the main festival event on 24/25.
- **Talgarth & District Regeneration Group meeting 8 April** – Received Agenda for the meeting 8 April and awaiting minutes of the meeting.

Noted Cllr J Evans had attended the meeting primarily to discuss the AV equipment and gave a brief update, reporting that it had been agreed that a sub group of the TDRG is formed in order to take this forward. Noted this AV equipment, stored in the Town Hall, had been recently tested by Cllr J Evans and Cllr A Bufton and found to be in working order.

Noted a letter of thanks had been received today from the Festival group, thanking Cllr J Evans and Cllr A Bufton for testing the AV equipment, together with Cllr W Powell, for sorting out the TDRG AV equipment.

- **Xmas Lights** – Cllr J Evans, Town Council rep on the group, circulated an update from the AGM held on 21 March. The group requested the Town Council to place an order with David Price, for 100 new lanterns @ £15 each, to be funded from the Town Council Precept monies. **RESOLVED:** To place an order for the Lantern Shades from David Price Solutions - 100 x £15 light lanterns – Total £1500.00.
- **Grow for Talgarth – April Newsletter** – Received for information.
- **On the Verge** - Received updates for information.
- **BMC - Talgarth Talks / Invitation to Town** Councillors – Noted Cllr L Elston-Reeves, Mayor, attended the 21 Mar event and that the next of the Talgarth Talks series will be held on 17 April at 6.30pm at Talgarth Community Hall.
- **Talgarth Visitor Centre AGM Meeting 8 Apr** – Notification of 8 April AGM and minutes of the 5 Feb meeting received. Noted Cllr D Coleman, Town Council rep had attended the 8 Apr meeting and circulated an update from the meeting, for information..

**24/67 CORRESPONDENCE RECEIVED:**

- **High Sheriff's visits** – Notification received from Kathryn Silk, that, on 12 April she will be taking over as High Sheriff for the coming year.
- **Cadence Junior Road Race** – Notification received of the Cadence Junior Road Race coming through Talgarth on Sun 14 April at 10:30 and is expected to finish at 13:20.
- **PCC Standards Committee Annual report 2022-23** – Report received.
- **PCC - Planning Decision Notices** – Received decision notices from 11- 29 Mar 2024.
- **BBNPA - New Funding for Town and Community Councils** – Nature Recovery Funding & Information session on 20 April 10am – 2 30pm, at the National Park Visitor Centre.
- **BBNPA - Weekly List of Planning Applications**
- **OVW - Senedd Cymru (Electoral Candidate Lists) Bill** – Consultation - Information received. Noted Town/Community Councils can respond as a Council or Councillors may wish to respond individually by 12 Apr 2024
- **Emergency Medical Retrieval and Transfer Service (EMRTS Cymru)** - Update on the Next Steps on EMRTS Review
- **Llais - Professional Standards Authority for Health and Social Care consultation** – Information received on the Professional Standards Authority for Health and Social Care consultation – Consultation ends 5pm 15 Apr.
- **Llais - BUILT Wells Report** – Update information received

**24/68 Date of the next meetings –**  
Wed 15 May 2024 AGM & Monthly meeting

There being no further business, the meeting closed at 8.50pm.

**SIGNED:** .....

**DATE:** .....

<b>Talgarth Town Council - Bank Reconciliation 1 Mar - 31 Mar 2024</b>			<b>Current</b>	<b>Cap Res</b>
<b>Opening Balances - 1 Mar 2024</b>			<b>£ 1,292.22</b>	<b>£35,553.87</b>
<b>Receipts 1 Mar - 31 Mar 2024</b>				
06/03/2024	BACS	Town Hall hire - 24/17	24.00	
08/03/2024	CR101957	Town Hall hire - Black Mountains Friends 08/03	7.00	
08/03/2024	CR101958	SGC Grazing fee 2023/2024	85.00	
11/03/2024	TRS	Transfer Cap Res Account to Current Account	6,500.00	
18/03/2024	TRS	Transfer Cap Res Account to Current Account	6,000.00	
22/03/2024	BACS	R W Evans & Son - SGC fee	106.00	
25/03/2024	BACS	Town Hall hire - 24/18	38.67	
25/03/2024	BACS	Town Hall hire - 24/19	35.00	
26/03/2024	BACS	PCC - Nature Grant - 24/13	591.80	
27/03/2024	BACS	Town Hall hire - 24/21	21.00	
27/03/2024	BACS	Town Hall hire - 24/22	28.00	
27/03/2024	BACS	Town Hall hire - 24/28	28.00	
28/03/2024	BACS	Nat West - Bank Interest 1 - 31 Mar		32.77
		<b>Total Receipts:</b>	<b>£14,756.69</b>	<b>£35,586.64</b>
<b>Payments 1 Mar - 31 Mar 2024</b>				
11/03/2024	TRS	Transfer Cap Res Account to Current Account		6,500.00
11/03/2024	CH3801	Talgarth District Allotment Association	15.00	
11/03/2024	CH3802	Welsh Water - Public Conveniences water rates	479.85	
11/03/2024	CH3803	Welsh Water - Town Hall water rates	193.09	
12/03/2024	DD	E-on - Public Conveniences Electric	40.67	
12/03/2024	DD	E-on - Town Hall Electric	115.37	
12/03/2024	DD	E-on - Town Hall Gas	315.30	
14/03/2024	CH3806	Alun Walters - Service Town Hall boilers etc	120.00	
15/03/2024	CH3800	Nolan upvc - KG V Pavilion - Insurance work	4,791.76	
15/03/2024	CH3807	Cllr L Elston-Reeves - Mayor's Allowance	400.00	
15/03/2024	CH3808	Cllr L Elston-Reeves - Councillor Allowance	208.00	
15/03/2024	CH3810	Cllr G Jones - Councillor Allowance	208.00	
15/03/2024	CH3813	Cllr C Briggs - Councilor Allowance pro rata	166.24	
15/03/2024	CH3815	Cllr L Elston-Reeves - Reimbursement JG gift	23.00	
18/03/2024	TRS	Transfer Cap Res Account to Current Account		6,000.00
18/03/2024	CH3798	OTM - SGC - Churchyard Main - Feb	509.26	
18/03/2024	CH3816	TDRG - Donation re Talgarth Comm Library	500.00	
19/03/2024	CH3826	Brecon Advice Centre - Donation	50.00	
20/03/2024	CH3812	Cllr D Coleman - Councillor Allowance	208.00	
20/03/2024	CH3819	Caretaker's Mar salary	632.15	
21/03/2024	CH3805	One Stop Promotions - 80th D-Day Flag	66.24	
21/03/2024	CH3811	Cllr C Green - Councillor Allowance	208.00	
21/03/2024	CH3817	Smiths, Card - JG	2.88	
21/03/2024	CH3818	HMRC - Jan, Feb, Mar PAYE	1,251.11	
21/03/2024	CH3824	Cerebral Palsy - Donation	50.00	
21/03/2024	CH3829	Clerk's Mar salary/expenses	1,246.78	
22/03/2024	CH3799	Bruce Williams - Peppercorn rent	1.00	
22/03/2024	CH3820	PAVO - Payroll fee - Jan, Feb, Mar	60.00	
22/03/2024	CH3827	OTM - SGC - Churchyard Main - Mar	509.26	
22/03/2024	CH3828	BOSS - Stationery	39.48	
25/03/2024	CH3809	Cllr M Dodds - Councillor Allowance	208.00	
25/03/2024	CH3814	Cllr W Powell - Councillor Allowance pro rata	66.18	
25/03/2024	CH3822	Hay Dial a Ride - Donation	25.00	
25/03/2024	CH3823	Marie Curie - Donation	25.00	
25/03/2024	CH3825	Brecon Dial a Ride - Donation	25.00	
26/03/2024	DD	BT - Town Hall Monthly B'band Rental	27.99	
27/03/2024	CH3830	Talgarth Transport-Refund of cancelled hall hire	85.00	
28/03/2024	CH3821	Wales Air Ambulance - Donation	25.00	
		<b>Total Payments:</b>	<b>£12,897.61</b>	<b>£12,500.00</b>
<b>Closing Balances - 31 Mar 2024</b>			<b>£ 1,859.08</b>	<b>£23,086.64</b>