

# Pentir Community Council

A virtual meeting of the Full Council will be held on Thursday Evening 13th August 2020

## Agenda

1. **Present:**
2. **Apologies:**
3. **The process of co-opting for the Glasinfryn ward**
4. **To receive minutes of 14th July 2020**
5. **Matters arising from the minutes**
6. **Financial matters**
7. **To receive the Report of the Internal Auditors**
8. **Clerk's Matters**
  - a. ROSPA
  - b. Order Book
  - c. Ink and paper Refund Cartridge People - £74.98 including £12.50 VAT
9. **Councillors' Matters**
  - a. Cllr H Griffiths Overgrowth on the bridle path from Penhower Uchaf to Lon Cytir – also Overgrowth on the Back Road from Glasinfryn Farm in the direction of Minffordd and litter on Penhower Lane since a Month – Low Tree Branches on the road from Pencefn to Waen Wen
  - b. Cllr J Griffiths The Postcode of the Waen Wen area still causing problems and the holes in the road through the old village of Glasinfryn have now been addressed
  - c. Cllr M Lynch had received a complaint regarding water on Lon Llanerch public footpath
  - d. Cllr M Baines Goetre Uchaf

# Pentir Community Council

## Minutes of a virtual meeting of the full Council held on Thursday Evening 16<sup>th</sup> July 2020 at 7.00pm

### **Present:**

Cllrs M Lynch, Eleri Jones, B Jones, M Baines, J Pierce, D Jones-Morris and D W Jones.  
Elwyn Jones (Clerk)

### **Apologies:**

Cllr J. Griffiths, L.A. James, H Griffiths and T Anwyl-Williams

### **Election of Chairman for the meeting**

This was a meeting following an AGM and Cllr D W Jones continued to chair.

### **Code of Conduct**

Everyone was reminded of our code of conduct and the need to declare an interest which would be recorded by the Clerk.

### **The process of co-opting for the Glasinfryn ward**

The period for announcing a Casual Vacant Seat expired on 3rd April which now gives this Council the right to co-opt a member.

### **A discussion ensued and Members were asked to inquire further among the electorate**

### **To receive the minutes of 12th March 2020**

The minutes were received as a correct record, as proposed by Cllr M Baines and seconded by Cllr D Jones-Morris

### **Matters arising from the minutes**

As so much time had passed since our last meeting and very little of any kind of activity had taken place it was noted that some problems continued and were likely to continue for a some while again.

Specifically, therefore, the problems of Penrhos Road and the condition of Glasinfryn road

### **To receive the Environmental Policy 2019-20**

The council had looked towards creating an environmental policy since autumn 2019 but as a result of the resignation of our former Chair in November it became difficult to create and receive by the end of the year as a result of the pandemic and although it had been drawn up it became impossible to officially receive it until evening.

**It is a starting point and will need to be reviewed annually.**

**The Policy was received.**

### **To approve the Code of Conduct**

The Clerk was aware that the Council did not have a Code of Conduct Document which he could present to members as they signed that they would follow the Code.

**A document was submitted and approved as the Code for members to follow**

Clerk's Matters To report back on developments from March to July (over the lockdown period)

### **Clerk's Report**

Over the challenging period from March until now as far as the Council's work is concerned, it has been quite a quiet time.

The accounts were completed fairly quickly but the biggest problem was getting them back from Caernarfon as the accountants were working from home and only in the office perhaps half a day a week.

The Internal Auditors' (Gwynedd Council) checklist reached me, requesting our environmental policy which was due to be sent to the Welsh Government by the end of the Year.

Our former Chairman had promised to get something together for us to discuss, amend if necessary and adopt. The Chair resigned and as a result of the re-organisation no work had been done on the policy. By the beginning of the lockdown period, a start had been made and a draft has now been circulated to you for adoption tonight

Similarly, our Code of Conduct needs to be approved

Everything is now in place to send to Gwynedd Council to be audited and once this has happened, we can send them to the External Auditors BDO

Finance

**The Annual Meeting held earlier had received the Accounts and Financial Report for 2019-20 and it was recommended that the Chair should sign them when he and the Clerk were able to meet**

Whilst payments need to be made, we have arranged this by getting Cllr L A James and myself to sign them.

The Clerk's salary has been paid through Bank Transfer every month so I don't need to sign a cheque to myself.

Last year's VAT has been paid in

Need to transfer money to Deposit Account?

**It was agreed to transfer £10k to the Deposit Account**

**Clerk to organise this**

The Cemetery

Surprisingly no funeral has taken place since the beginning of March

The grass is being cut regularly in the cemetery

Grass

Because of the dry weather in March and April and Covid 19 no wildflower seeds have been sown  
Flower boxes??

Insurance

Our final year with BHIB – although the Defibs are extra there is no increase in the cost because they come under Street Furniture

Councillors' Matters

Cllr D Jones Morris / Cllr M Baines **Fence at Coed y Maes**

The fence has still not been erected and the number of walkers has increased over Lockdown

**Cllr M Baines to contact the Highways Department again** to see when it is likely to be on their work programme

Cllr B Jones / Cllr M Baines **Tree Cutting on Natural Resources Wales site**

Dissatisfaction was expressed regarding the standard or the size of the trees that had been felled/pruned as there was still a risk of significant damage, should the remaining trees fall in the direction of the houses. Cllr Jones had a contact in Gwynedd Council and was going to contact that person back.

Clerk and Cllr M Baines **Footpath behind Ffordd Cynan**

The Clerk and Cllr M Baines had received an e-mail from a resident of Ffordd Cynan complaining about the numbers and behaviour of some of the walkers using this footpath.

Both had contacted the rights of way section in Gwynedd and a site meeting would now be held. As well as Cllr M Baines, Cllr E Jones would also be present to represent this Council.

**Grass cutting**

Whilst Gwynedd Council has been cutting the additional grass to an acceptable standard to date concern had been expressed regarding the weeds that were appearing alongside and, on our pavements

**Clerk to question Gwynedd about spraying weed killer**

**Flower Boxes**

The Clerk met with a person who had been recommended to him as a person who would look after the boxes for us this year as a result of the estimate of £1800 received from our supplier last year Whilst the new supplier had initially declared an interest he came back and talked about paying for labour only and for us to purchase the plants.

The Clerk had asked 2 garden centres whether it would be possible to open an account but neither of them were keen to do so but were happy to accept an 'official order form'.

As we did not have that it was agreed that the Clerk should order such forms

Our potential supplier had not called back or contacted us

The Meeting concluded at 8.00