

Minutes from the ORDINARY MEETING of RHAYADER TOWN COUNCIL held at: 7pm on the 19th August 2025 in the Community Centre, Cwmduddwr.

0525/01	<p>The meeting opened at 7.00pm ATTENDING: Cllr J. Stuart (JS) Chairing. Cllrs A. Davies (AD), D.O. Evans (DOE), C. Evans (CE), D. Lloyd (DL), P. Roberts (PR), J. Davies (JD), Finance Officer S. Lipscomb (RFO) and Clerk J. Stephens (Clerk) Cllr C. Walton (CW) and K. Compton (Press) joined remotely. APOLOGIES: R. Thomas (RT), R. Smalley (RS), H. Hill (HH), O. Harries (OH) and C. Hamer (CH),</p>																						
0525/02	GUEST SPEAKER(S): None																						
0525/03	DECLARATIONS OF INTEREST: None																						
0525/04	<p>CHAIRS ANNOUNCEMENTS: <i>Enduro GP of Wales:</i> JS Congratulated all those involved in delivering another exceptional Enduro event. It made a hugely positive impact on the town, creating a fantastic atmosphere enjoyed by visitors and residents alike. Feedback from participants has been incredible with many citing it as the “Stand out event in the World Calendar” Clerk to write to the organisers to congratulate them on this world class event. Clerk to action <i>VJ Day:</i> DOE was thanked for delivering an excellent tribute at the Church Service. To ensure adequate preparation for the Remembrance Day service, the Clerk will add it to the next Agenda and JD will take responsibility for ordering the Wreaths. Clerk & JD to action.</p>																						
0525/05	<p>MATTERS FOR DISCUSSION UNDER URGENT BUSINESS: a) AD – PTHB Cross Border Services (see 0525/10a) b) PR- Temporary storage of Gabion Blocks in the Cwmduddwr Car Park (see 0525/16a) c) Clerk – Transforming Towns “Shop Frontage Scheme” Grant (see 0525/16b)</p>																						
0525/06	<p>MINUTES: a) The Minutes of the Ordinary Meeting held on the 29th July 2025 were reviewed. After clarifying the Clerk had responded to all planning applications, the minutes were approved. b) The Minutes of the Asset, Toilet and Staffing & HR Policy Committee Meetings held on the 29th July 2025 were reviewed and approved</p>																						
0525/07	<p>MATTERS ARISING FROM THE ORDINARY MEETING MINUTES NOT ON THE AGENDA: a) Powys CC Highways team; Clerk to invite to the October Meeting. b) Memorial Stones, North Road Roundabout: DL will complete shortly.</p>																						
0525/08	<p>FINANCE AND GOVERNANCE: a) The account balances to 18/08/25 and payments to 19/08/25 were circulated for approval.</p> <table border="1"> <thead> <tr> <th>Account</th><th>Bank Balance</th><th>Cost Centre Balance</th></tr> </thead> <tbody> <tr> <td>Current</td><td>£10,229.00</td><td>£85,287.49</td></tr> <tr> <td>Toilets</td><td>£5,659.29</td><td>£5,659.29</td></tr> <tr> <td>Allotment</td><td></td><td>£2,247.08</td></tr> <tr> <td>Bryntitli</td><td></td><td>£29,917.45</td></tr> <tr> <td>Investment</td><td>£151,581.31</td><td>£39,606.03 (Sports Hall Fund)</td></tr> <tr> <td>Earned Income</td><td></td><td>£4,822.26</td></tr> </tbody> </table> <p>Total in Bank Accounts: £167,539.60</p> <p>Previously signed & approved payments to be minuted: <u>CURRENT ACCOUNT:</u> SSE unmetered supply for 24/25 Christmas Lights £17.33 Invoices/ payments to approve: <u>CURRENT ACCOUNT</u> Clerk salary, Aug 25, as contracted 20 hours per week RFO salary, Aug 25, as contracted 9 hours per week</p>		Account	Bank Balance	Cost Centre Balance	Current	£10,229.00	£85,287.49	Toilets	£5,659.29	£5,659.29	Allotment		£2,247.08	Bryntitli		£29,917.45	Investment	£151,581.31	£39,606.03 (Sports Hall Fund)	Earned Income		£4,822.26
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	<p>HMRC, Aug 25 RFO additional Hours April to date: 41.45 hours JRB Enterprise Ltd, 28670 Dog Waste Bags Interim Supply £37.32 JRB Enterprise Ltd, 28713 Dog Waste Bags £109.62 Scribe Accounts INV-11506 Annual Accounting Software renewal £414.72 SLCC, MEM254777-1 RFO Annual Membership £112 Powys CC Green Waste Collections Jul 25 £17.44 Michael Byrne Grass Cutting Services 17/08/25 £60 HSBC (DD) charges for period 30/06/25-30/07/25 £8 BT (DD) broadband in Chambers July 25 £38.63 <u>TOILET ACCOUNT</u> Caretaker (P. Thomas) final salary to 9/8/25. SSP and Holiday pay Caretaker (JAT) salary and sickness cover Aug 25 HMRC, Aug 25 Office Solutions Wales, supplies ref. 4729 £163.12 Office Solutions Wales, supplies ref. 4738 £307.06 Nayax Turnstile processing fee Jul 25 £36.86 Nayax Turnstile monthly card service fee Jul 25 £24 EE Broadband, payment made on account £21.25 HSBC (DD) bank charges for the period 30/06/25-30/07/25 £15.81 British Gas (DD) Dark Lane Electricity Bill M/E 01/08/25 £35.00 British Gas (DD) Triangle Electricity bill ME 01/08/25 £24.34 Dwr Cymru (DD) Dark Lane monthly DD £100 Dwr Cymru (DD) Cwmdauddwr monthly DD £55.50 Dwr Cymru (DD) Cemetery monthly £18</p> <p>Income: <u>CURRENT</u> Car Park Wayleaves £64.15 <u>TOILETS</u> Card Payments via Nayax July 25 £1,090.40 Cash Banked 15/05/25 £664.96 <u>INVESTMENT</u> Monthly gross interest earned to 05/08/25 £205.01 The balances and payments were approved.</p> <p>b) <i>RFO Overtime Payment:</i> The Clerk explained the RFO had undertaken a significant volume of additional work for the Audit in addition to undertaking training courses and covering some hours for the Clerks holiday. Not all could be completed within the usual contracted hours. The Audit has now been submitted and standard contracted hours will be resumed. The RFO then left the meeting.</p>
0525/09	<p>COMMITTEES, SUB-COMMITTEES and WORKING GROUPS.</p> <p>a) <i>Asset Committee:</i> It was noted the Terms of Reference for the Asset and Project Management Committees had been updated.</p>
0525/10	<p>INFORMATION AND UP-DATES FROM THE LOCAL COUNTY COUNCIL MEMBER.</p> <p>In addition to the monthly report, AD highlighted the following:</p> <p>a) <i>Cross Border Medical Services:</i> AD shared concerns over the disparity in waiting times for Powys patients being treated over the border in English hospitals. The Clerk explained the Chair of Llandrindod Wells Council has asked that all Powys Town and Community Councils write to the First Minister raising these concerns. Agreed, Clerk to action.</p>

	<p>b) <i>Road Sweeper</i>: Its been confirmed the small Road Sweeper will be in Rhayader on the 2nd Sept 2025 for training. The Town Caretaker to attend.</p> <p>c) <i>Speeding Motorbikes</i>: Complaints have been received re Motorbikes speeding into and out of town on the A470 . After discussion it was agreed the Clerk would write to the Dyfed -Powys Police Go Safe Team to report the issue. Clerk to action.</p> <p>d) <i>New Street Lamps</i>: Powys CC are in the process of replacing the street lights. There have been some queries from residents, AD asked that any issues be referred back to her. Noted by all.</p> <p>e) <i>A470 Trunk Road Changes</i>: AD is meeting Jane Dodds on site to discuss the issue tomorrow (Wed 20th) at 1pm. All welcome to attend.</p>
0525/11	<p>PROJECTS, COMMUNITY ISSUES AND MEMBER DISCUSSIONS</p> <p>a) <i>Annual Policy Review</i>: Having reviewed the Policy documents, minor changes were approved as follows: The Health and Safety Policy now makes reference to OH in addition to JS, it also states Contractors are to carry their own Liability Insurance. The Volunteer Policy now makes reference to the Risk Assessment, The Social Media Policy was corrected to remove a previous Cllrs name, the Data Protection Policy now makes reference to the new CCTV Policy and the Conflict of Interest Policy now correctly reflects how members should declare any interests. Clerk to update and circulate.</p> <p>A new CCTV Policy has been introduced, this was prepared following the recommended guidelines. The Policy was approved. JS asked that for resilience, more than one person should have controlled access to the CCTV system. Clerk and RT to action.</p> <p>b) <i>Bryntitli Guideline Review</i>: The guidelines were discussed and a proposal considered to add a statement covering business enterprises with more than one project. It was agreed to include a sentence that states the council can, at its discretion, fund more than one project. The document was also amended to state the Council will ask for copies of receipts or invoices as evidence of spending in future. Clerk to update the guidelines.</p> <p>c) <i>Pump Track, MoU Review</i>: The draft document was re viewed with the majority of content being confirmed. However there is still some clarification required regarding insurance cover. The Clerk noted all comments relating to inspections and communication of information and will update the document accordingly. The requirement for third party contractors or event organisers to hold insurance will be included. The Clerk will contact the Councils insurance provider to check on cover for the Rhayader and District Sports Association members. Clerk to action</p> <p>d) <i>Brilliant Basics Dragon Trail Grant update</i>: The Clerk provided a short update following recent meetings with the Project Partnership and Rhayader 2000.</p> <p>e) <i>Toilet Grant Update</i>: The Clerk explained Powys CC have carried out a formal site survey and will prepare a proposal on what can/cannot be included in the grant. It was noted there is an option to install a payment system in Cwmdauddwr toilets. Cllrs all agreed that these toilets should remain free of charge although the Clerk will check to see if new doors could be installed in case this situation ever changes in future. Clerk to action</p> <p>f) <i>Use of the Pound, Cwmdauddwr</i>: The owner of the adjacent property has requested permission for the temporary storage of building materials throughout the course of his building project. Agreed for 6 months, to be returned free of materials at the end of the works and to be cleared of overgrown vegetation before commencing. Clerk to advise the owner.</p> <p>g) <i>Smithfield BT Phone Kiosk</i>: The Clerk explained BT have issued notice of their intention to remove the phone handset and potentially the Kiosk too. Only 13 calls have been made from the Kiosk in the last year so below the threshold to retain. Though disappointing it was acknowledged the handset may go but it is essential the Broadband Line and ATM remain. Clerk to notify the Powys CC Officers handling this with BT. Clerk to action</p>

	<p><i>h) Weirglodd CAT Update:</i> The Clerk explained she had been in contact with Powys CC re the outstanding Community Asset Transfer (CAT). Powys CC have advised it is extremely unlikely that a Freehold CAT will be possible however a Long Term Lease would be available and could be actioned swiftly. CE expressed concerns with this option. Clerk to find out more details regarding the issue with a Freehold CAT and update Cllrs. Clerk to action</p> <p><i>i) Rugby Club Update:</i> The Clerk confirmed Powys CC are supportive of the proposal for the Council to take over the Lease and anticipate it being a relatively straightforward process, the Clerk is working with both parties to ensure a smooth transition. Suggestions raised regarding the Rugby Club will be incorporated into the project action plan as will plans for Stakeholder and Community Engagement Events. Clerk to action</p> <p><i>j) Community Investment Company (CIC):</i> After discussion re potential projects for a CIC, it was agreed the Rugby Club could be an appropriate project to take this forward. Clerk to include in the project action plan. Clerk to action.</p>
0525/12	HIGHWAYS AND PCC MATTERS: None
0525/13	PUBLICITY and EVENTS: None.
0525/14	PLANNING: None
0525/15	<p>CORRESPONDENCE: In addition to items already circulated:</p> <p>a) <i>PTHB:</i> Confirmed the tendering process is complete and the Rhayader Group Practice will continue to provide the service going forwards</p> <p>b) <i>Ride Cymru Cycling Event:</i> It was confirmed the organisers can erect a 3x3m Gazebo in the Cwmdauddwr Car Park for their event. They will be using the Community Centre facilities during their break. JD will liaise with the WI to see if they want to sell cakes to help fundraise.</p>
0525/16	<p>URGENT ITEMS NOT ON THIS AGENDA:</p> <p>a) <i>Temporary Storage of Gabions in Cwmdauddwr Car Park:</i> it was agreed the Groe Park Trust could store the Blocks for a week. PR to notify the Trust.</p> <p>b) <i>Transforming Towns, Shop Frontage Scheme Grant:</i> The Clerk has been approached by a business to enquire if the Council is considering a bid for the grant, and if so they would like to be included. The Clerk provided a broad overview of the grant conditions. In principle the Council could consider submitting a grant, Clerk to clarify the guidelines with Powys CC and ascertain exactly what is/is not covered and present a proposal at the next meeting. Clerk to action</p>
0525/17	<p>UPDATES FROM THE CLERK:</p> <p>It was noted the Clerk will be on holiday from the 9th to 23rd September, RFO to cover</p>
0525/18	<p>EXCLUSION OF PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS ITEMS <i>under the Public Bodies (Admission to Meetings) Act 1960 (3) it was resolved to exclude members of the public during discussion of the following agenda items: None</i></p>
0525/19	<p>DATE OF NEXT MEETING: Ordinary Meeting; Tuesday 30th September 2025 at 7pm at the St Johns Ambulance Base.</p>
CLOSE	The meeting closed at 9.00pm

ACTION POINTS: Actions from the meeting and carried forward from previous meetings:

Clerk	<ul style="list-style-type: none"> • PCC Highways Team: invite to the October meeting • Pump Track MoU: Revise as agreed and clarify points with the Insurance Company • Rugby Club: Update the project action plan with suggestions and reference to a possible CIC • Weirglodd: Clarify issues with taking the site on a Freehold CAT • Transforming Towns Shop Frontage Scheme Grant: clarify information and issue a proposal • Correspondence: Respond to all correspondence as agreed • CCTV: Arrange for access in addition to RT • Policies: Update and circulate
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	<ul style="list-style-type: none"> • Bryntitli Guidelines: Update information • Smithfield BT Kiosk: Respond to PCC, retain Kiosk, Broadband line and ATM • Toilet Grant: Update PCC on requirements for Toilet Doors • Remembrance Service: Add to the next Agenda • PCSO: Invite to a future meeting • Council owned sites: Ongoing re the Pound at Tanners Row • Document Archives: Arrange a date for a review
PR	<ul style="list-style-type: none"> • Use of Council Car Park Cwmdauddwr: Confirm the Groe can use for storage for a week
JD	<ul style="list-style-type: none"> • Remembrance Service: Order Wreaths
DL	<ul style="list-style-type: none"> • Memorial Stones on North Road Roundabout , lettering: Arrange for it to be repainted asap
CW/DL JS/PR	<ul style="list-style-type: none"> • Cwmdauddwr Car Park Working group: set up group to include CW, DL, JS & PR to explore options and present a proposal to full Council

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