

**Minutes of a Remote Meeting of St Harmon Community Council held on Thursday 6th
May, 2021**

Present: Cllr D Jenkins, S Jenkins, J Bennion, L McPhee, D Lowde, P Hunt,
M Williams, S Lewis

Apologies: None

SH 81/21 **Declarations of Interests**

Cllr D Jenkins SH 82/21

Cllr J Bennion SH 95/21

SH 82/21 **Minutes**

Cllr D Jenkins declared an interest in this matter and left the room whilst discussions took place.

Cllr Bennion took over the Chair. The minutes of the meeting held on 1st April 2021 were approved and signed.

SH 83/21 **Minutes**

The minutes of the meeting held on 8th April 2021 were confirmed and signed.

SH 84/21 **Information from Minutes**

None.

SH 85/21 **Public Speaking**

None.

SH 86/21 **Correspondence**

a) **Garn Fach – EDF Presentation Dates**

The offer to make remote presentation to the Council on 1st or 7th June 2021.

Resolved: to request presentation on Monday 7th June 2021.

b) **One Voice Wales – Training May**

No requests were made.

The Clerk mentioned the Bursary on offer and suggested she made an application on behalf of the Council.

Resolved: to apply for the bursary for future training.

c) **Community Hall – Hire**

The following response was received:

“The cost of the hire of the hall is unchanged. The Committee have not altered prices during lockdown although of course, that may change when we see what happens after reopening.

Only the main hall will be in use for the time being as the Committee felt that the meeting room was too small for social distancing.

The procedure for hire of the main hall is that hirers take chairs and tables from the store room and return them at the end of their meeting. These are easily accessible and a trolley is provided for the movement of chairs.

Our bookings volunteer will be leaving us soon and we haven't yet appointed a new person. It seems better to leave things as they are until the new volunteer starts."

See minute SH 92/21

The Clerk had received and circulated the evidence from the Community Hall in support of their Bryn Titli award from September 2020. This was noted.

SH 87/21 **Planning Applications**

None.

SH 88/21 **Grant Applications**

None.

SH 88/21 **Finance**

- a) **Salary - £529.79 (including additional hours Dec – Mar 21) – approved.**
- b) **HMRC - £132.20 – approved.**
- c) **Internal Audit Invoice - £60.00 – approved.** This was significantly less than quoted as information supplied was organised and easy to work through.
- d) **Internal Audit Report 2020/22**
The report was presented to the Council and the Clerk clarified a few points. Members were given the opportunity to ask questions.
Resolved: the Internal Audit report was approved; the Clerk will amend the Bryn Titli forms to include a submission date. Letter of thanks to be sent to the Internal Auditor.
- e) **Annual Return 2020/21**
The completed Annual Return was presented to the Council. The Clerk explained the contents and members were given the opportunity ask questions.
Resolved: Sections 1 & 2 of the Annual Return were approved by Council and signed by the Chair.

f) Bank Reconciliation

The reconciliation up to 28th April 2021 was presented for members information.

g) DV Davies – Hedge Cut

An invoice for £32.40 had been received for the hedge cutting of the play area.

Resolved: to pay this invoice via BACS

SH 89/21

Internet Banking Policy

Following a recommendation from the Internal Auditor, the Clerk had drafted an Internet Banking Policy for discussion.

Resolved: to adopt the draft policy.

The Chair stated that he regularly logs into the online banking to check the payments made are in line with approved actions. View access only is available to the other 3 signatories.

SH 90/21

Community Hall Report

Cllr Lowde reported that no further meeting had taken place. The Hall was being used as the Polling Station and a further booking has been received.

The Chair asked if Cllr Lowde had any information with regard to the Football Club discussions. He had none.

SH 91/21

County Councillors Report

Cllr Evans was not in attendance.

SH 92/21

Future Meetings

See Minutes SH 86/21 c

The Chair stated that the Council could not meet legally in the hall with the limit of 15 people permitted. The Council cannot legally limit public attendance. He felt that the Council should continue to meet remotely until 30.04.22 after when a new Council will be appointed.

Other members felt that the Council should review restrictions regularly not precluding the possibility of meeting in the imminent future.

Resolved: to review this at the July meeting.

SH 93/21

Other Matters & Information

a) Training

Cllr Williams and Cllr Hunt reported they had recently attended training which was informative.

SH 94/21 **Resolution – Confidential Matters**

Resolved that the public be excluded from the meeting for the following items of business in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as there would be disclosure to them of confidential information relating to contractual, legal and personnel content

SH 95/21 **Quotes for Kiosk Refurbishment**

Cllr J Bennion declared an interest in this matter and left the room whilst discussions took place.

2 quotes were received for the works excluding materials.

Members felt the quotes were excessive and agreed to re-advertise a different specification for works. The Clerk will ask for quotes and not estimates to be submitted in line with council procedures.

Resolved: Clerk to amend advertisement and re-advertise for quotes.

Cllr Williams offered to install the Defibrillator Box and a book shelf.

The Chair suggested that some books be removed from the St Harmon Kiosk which is extremely full and distribute to community groups.