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MINUTES OF THE FULL COUNCIL HELD ON THURSDAY 9th July 2026

Present: Cllrs: P Wynn (Chair), G Rogers (Vice Chair), C Griffiths, A Jenkins, M Stephens, D Williams, D Jones, A Filmer, P Young, A Williams, I Jones .

Absent: Cllr J Orange, A Jones, S Vale, G Wynn

In attendance: Helen McCarthy Interim Clerk and Karen Benfield Clerk support officer.

Also attended by Ann Marie Ruscoe Community Agent and Janet Young.

Min 40 - To receive and consider apologies for absence.

Apologies for absence were received from Cllrs J Orange, Steve Vale, G Wynn and Alex Jones.

Min 41 - Declarations of Members' interests.

Cllr Peter Young declared a personal and prejudicious interest in agenda item 14 – co-option vacancies and left the room during discussion.

Min 42 - Public Session – No members of the public attended.

Min 43 - **Minutes of the Council meeting held on Thursday 11th June 2026.**

RESOLVED: To approve and authorise the Chairman to sign the minutes of the Council meeting held on Thursday 11th June 2026.

Matters Arising: All matters covered in the Clerk's report.

Min 44- Minutes of the Planning Committee Meeting held on Thursday 2nd July 2026

RESOLVED: To receive and note the minutes of the Planning Meeting held on Thursday 2nd July 2026. (Advice to be obtained from OVW on the requirement for the zoom link to be included in the public notice of meeting or whether a statement asking members of the public to contact the Clerk prior to the meeting to obtain the Zoom link is admissible).

Min 45 – **Woodswork Quarterly report**

The quarterly report from Woodswork CIC was received and accepted**.**

Plans for the coming months include:

- Liaise with Natural Resources Wales and the Deputy Clerk regarding the additional NF for W signage
- Liaise with a contractor regarding installation of interpretation boards
- Continue with the biodiversity survey
- Develop plans and other ideas for improvements and public enjoyment of the area
- Continue with the planning and hold the two further events on the meadow
- Continue to remove Himalayan balsam
- Monitor and inspect trees, continue maintenance of the meadow, paths and hedges and maintain and construct dead hedges from debris and materials on site
- Continue to photograph progress, records events and changes on site

Cllr Alun Jenkins pointed out the correct spelling for the conservation area should in fact be 'Little Fawnog' not 'Little Vawnog' as has been used previously.

Min 46 - Clerk's report

The Clerk's report was received and accepted:

Pride In Place grant fund – to chase up a reply and confirmation from Carla Hinds re consents and quotations

The quotation from Don Hughes Electrical for the EICR repairs at Maesgwyn Community Centre was accepted.

The Staffing Committee to meet over the August Recess to agree contents of Staff Handbook and report back to full council in September.

Police report – to request Town Inspector to attend next meeting in September to discuss issues with scooters and e-bikes. The Clerk was asked to contact the other town community councils regarding these problems.

St Christophers School – continued problems with taxi parking at drop off times. Cllr Phil Wynn will again raise this with the education dept.

The Clerk was asked to write to Wales & West re reduced grass cutting taking place on Barracks Field Estate.

Min 47 – Grants Policy

It was RESOLVED to adopt the grants policy as presented.

Min 48 – Grant Applications

It was RESOLVED to award a £250 grant to New Steps/ Stroke club at the Maesgwyn Hall**.**

It was RESOLVED to award up to a maximum £500 grant to the LOCH Well-being group who are relocation to the Hightown Community centre to help cover their weekly rental costs.

Min 49 - Accounts for Payment

RESOLVED to approve the payment and salary List for June 2026 totalling £23,219.96 including vat

RESOLVED to note the Bank Reconciliations dated 30th June 2026 and the balances held.

Min 50 - Banking Matters
The Clerk presented a further report. Councillor Christine Griffiths has now been added as dual signatory for the Lloyds Bank Accounts.

Min 51 – Inc & Exp account 2026-27 (qtr 1 report)
This was received and accepted**.**

Min 52 – Correspondence
Deryck Evans Audit Wales **–** the requested additional information for Financial Year 2024-25 had been submitted a while ago. Mr Evans had been contacted and asked to check when the final audit report would be received.

Min 53 - Co-Option Vacancies

It was RESOLVED to co-opt Janet Young as member for the Offa Ward.

Min 54 – Reserves Policy

It was RESOLVED to adopt the Reserves Policy as presented for 2026-27

Min 55 – Standing Orders
It was RESOLVED to adopt the amended Standing Orders as presented. Cllr R Alun Jenkins asked if enquiries could be made with NALC if specific standing orders for Committees were available.

Min 56 – Financial Regulations
It was RESOLVED to defer to the next meeting in September.

Min 57 – Policies
It was RESOLVED to approve and adopt the following policies:

- Lone Working Policy
- Maternity Leave and pay policy
- Paternity Leave and pay policy
- Sickness Absence Policy

It was **RESOLVED** to replace the previous policies adopted with new versions and to review all policies at every annual meeting in May.

Min 58 - Working Groups

Community Centres

A report was presented by the Chair of the Community Centre Working Gp Cllr Christine Griffiths. A request was made for a budget up to a maximum £5,000 to carry out a comprehensive consultation on the Parciau Community Centre. **It was RESOLVED** for a budget not exceeding £5,000 to be made available as and when required. It was noted that a professional consultation will aid any future grant applications for improvement works.

The Clerk was asked to research amongst other Community Councils how they had funded large grant projects.

Min 59 – LOCH

The Chairman gave a further report to update members**.** The Lease is almost ready for completion. A 4 year Lease has been agreed with Adferiad with a 2 year break clause and annual uplift. Adferiad will be responsible for all damage and breakages other than wear and tear.

Min 60 – August Recess

It was **RESOLVED** to approve powers for the Chair and Vice-chair in consultation with the Interim Clerk to act on any urgent matters that may arise during the August Recess and for the Chair and Vice-chair of the Planning Committee to act on any planning matters that may arise.

Min 61 - Next Meetings

Members noted that the next scheduled meetings of both the Full Council and Planning Committee would take place:

a. Planning Committee, 7pm Thursday 3rd September 2026.
b. Full Council 7pm Thursday 10th September 2026.

The meeting concluded at 20.45 hrs.