

Bodedern Community Council

Minutes of the Annual Meeting of Bodedern Community Council,
Monday, 20 May 2024 at 18.30 at the Bro'r Ysgol Community Centre

1. Welcome and any apologies.

Present: JA Roberts (JAR, Chair), D Hughes (DH, Clerk), V Owen (VO), O Jones (OJ), B Hughes (BH), Ed Jones (EJ), L Jones (LJ), G Jones (GJ), K Taylor (KT).

Apologies - J Ferry (JF), Richard Jones (RJ), J Barnett (JB), A Postle (AP), G Jones (GJ).

2. Declaration of interest - None

3. Welcome and report of the Chair

- Congratulations to Gwylim Jones for winning the 'Wisg Werdd' (Green Robe) at the Eisteddfod.

- Chairman's Report (attached)

4. Election of Chairman and Vice Chairman

Linda Jones proposed to keep JAR and EJ as Chair and vice chair, Bethan Hughes seconded, everyone agreed.

Gary Leadbitter's response to the lanes,

- Holes on London Road filled, no plan of work resurfacing 2024/25 and TRR engine broken.
- 110m of re-making of the London Road footway, 100m on Church Street, 70m of London Road footway and curbs.

5. Receipt of position acceptance statement forms from the chair and vice chair

Forms received

6. Appointment of members on the following committees:-

- a) One Voice Wales – OJ & AP
- b) Welsh language champion – RJ
- c) Town and community council liaison forum – EJ
- d) Governing body of Bodedern primary school – EJ
- d) Tywyn Trewan Committee – LJ (Role for a period of three years)
- f) Bro'r Llynnoedd – JAR
- e) Village Hall – JAR
- f) Staffing committee – JAR, EJ & DEH

7. Appoint representatives on the financial panel.

JAR, EJ, BH, OJ, DEH

8. Review and adoption of statutory documents

- a) Code of conduct
- b) Financial rules
- c) Member allowances policy
- d) Declaration of interest register
- d) Standing rules

All accepted.

9. Finance, Management and Risk management

- a) Reconciliation form year 2023 – 2024, ends 31/3/24

Starting 1/4/23 - £16,040.89 Receipts £16,000 Total £32,040.89
Payments - £11,278.60
Balance on 31/3/24 - £20,762.29

Accounts - Unity Bank £20,762.29
 HSBC £17,880.56
 HSBC £48.24
 Total £38,691.09

Update 30/4/24

Unity Bank £26,098.09
HSBC (closed) £17,880.56
HSBC Reserve Account closed) £48.24
 Total £44,026.89

- b) Financial risk assessment – Need to revisit the financial risk assessment so that it is more detailed and thorough than what is currently available. Looking at One Voice Wales.

- c) Insurance – Paid for 2024/25

- d) Confirmation of bank signatories and banking arrangements –

Unity Trust Bank – JAR, LJ, EJ
HSBC - JAR, LJ, EJ, DEH

- d) Determine a maximum in the bank for expenditure – OJ proposed £2,500, EJ seconded.

- f) Confirmation of appointment of internal audit – Alun Foulkes appointed, all agreed.

- e) Review asset inventory – Had to remove equipment from the playing field worth a total of £6195. The value of assets on site now, £25,095.

- f) Statement of payments for Councillors – Need to be sent to IRP to be declared. Add Osian Jones & Dafydd Williams and remove Ann Thomas.

ff) Cemetery Charges – JAR & OJ met Gareth Owen and reported back.

Gareth Owen wants to try and break down all payments and pass along more information about the cemetery. Not much of anything was accepted following the meeting. Details of charges attached at the end.

DEH to Email Gareth Owen

- Breakdown of payments
- Offer to come to meetings. Maybe every 4 or 6 months.
- Request a meeting at the cemetery to discuss details/plans.

10. Confirm the dating of council meetings.

24 June 2024, the rest to follow.

11. The vacant Council seat.

Advertisement out, deadline 3rd June.

12. Receipt of minutes of the April 2024 meeting. LJ proposed, VO seconded.

13. Record Format – Subtitle different colour or bold to put emphasis on changing subject.

Records (and all documents) needs to be translated as of April 24.

Link to go on the website and all entries to be put up. Separate document for Welsh and English.

14. Responses

- Holes past Presaddfed and on London Road made.
- Dark Lane (Lon Dywyll) needs more work (overgrowth in the middle of the road and sides)
- No response from Env health yet regarding dog fouling
- Cemetery and playground need 'no dog' signs

15. Internal Audit

JAR - All gone to Alun Foulkes, let Derek Evans know that one report for the last five years will be acceptable.

Alun Foulkes has reported that some documents missing but they are not available at the moment.

16. Planning Act

JAR & KT agree there is no new application.

KT reports that the council hopes to buy 4 – 6 houses from the new estate, Tre Angharad. No houses from the estate have yet been rented by the County Council.

17. Name for the 3 bungalows near the cemetery

Steve Wilkinson said that IOACC refused Maes Gwerfyl.

Offer Llety'r Wennol as first offer and Y Gilfach second.

18. Correspondence

The challenge of the community from the Secondary School.

JAR, EJ and JB had been to the school to discuss the park. Pupils want to create a questionnaire to see what local people would think and what they would like to see in the village in general as well as the playing field. Discuss the results at the next meeting.

Park equipment safety

ROSPA – Subs £87+VAT to survey the park. Everyone agrees.

Information event & framework engagements on 19 June 2024

19. Cemetery Wall

JAR got 2 prices. TH Jones - £450. HRHughes - £852+VAT.

JAR trying to get confirmation that THJ's price is correct and get one more price.

20. Payments To Be Made

Humphreys Waste - £28.80

DCWW - £24.56

Anglesey Computer Solutions - £195

Leigh Thomas - £700 (£300 playground and £400 for cemetery)

Bodedern High School - £147.52

Payments to JARoberts for Insurance - £576.96, Humphreys Waste - £28.80, DCWW - £50.15.

Clerk's Salary & HMRC – To be sorted again

Payment to Mai Owen for clerk work – EJ offers £250, everyone agreed.

Laptop and printer – DEH to get 3 prices and report back. Need MS suites as part of it.

21. Member Items

LJ – Complaints about twigs in the cemetery

BH – Complaint that it is untidy in the cemetery and that the grass is not picked up after it has been cut and has been mowed untidy

EJ – Offers to do something with the money in the account, either put in an account with a high interest or spend part on new park equipment for example.

KT – Proposes that we should keep between 5%-10% of annual income in reserve is sufficient but it is up to the council to decide, a matter for the financial panel.

BH – Enquires if there is a library van coming to the village. If yes, when and if not how would we get one.

JAR – Application to get 40mph from Dalar to Bodedern.

- Clerk's contract, LJ, JAR, EJ & May.

- Need an annual report, which will be finished by next meeting.

- Need to cut more on the hay and hedgerows on Lon Dywyll.

- Gate and grass needing attention behind 37 London Road, on Lon Batus.

- Enquire who is responsible for cutting the grass outside Bodedern Surgery.

- JAR proposes improvements to council website, everyone agrees.

22. Next meeting

24 June 2024

Chairman: _____ Date: _____