

Cyngor Cymuned LLANBRYNMAIR Community Council

Annual General Meeting

Clerk: Sarah Reast, E-mail: clerccllanbrynmair@gmail.com Tel. 07743 689912

Minutes of the meeting held on Wednesday, 6th May 2026 at 7.00pm
In the Community Centre, Llanbrynmair

Present

Councillors – R Ashton (Chair), B Jones (Vice-Chair), G Davies, I Edwards, E Lewis, P Jones, S Evans, D Jones, F Cauley and G Mitchell (Powys)

Apologies – P Jones

Quorum - 4 members form a quorum

Minutes of the previous meeting and matters arising – Agreed by all June 4th 2025

Electing officers and representatives – R Ashton will continue as Chair and B Jones as Vice-Chair for another year according to tradition

The representation of the Council and the Councillors on other committees was updated and is included in the Annual Report

Review and adoption of appropriate Standing Orders, Financial Regulations and other policies

- Language policy and on-line meetings – Attention was given again to regulations around hybrid meetings (on-line and in-person) and how the public may access meetings especially where translation services are needed. No further advice is available from One Voice Wales although it is understood that on-line meetings with translation is technically possible but could be complicated and expensive. It was agreed to pay for Zoom in order to be prepared - £83.94
- The Standing Orders and Financial Regulations have been updated and published on the web-site
- Publication Policy – Regulations about access to Council information added to the web-site
- A list of other necessary policies was presented and to be published in the year to come such as complaints policy, GDPR and Code of Conduct

Annual Report – A draft of the Annual Report was presented, some corrections were discussed before it was agreed. Having a supplementary page with additional local groups and services was discussed

Review and adoption of Council's training plan - The Clerk is working towards the ILCA (Introduction to Local Council Administration) qualification funded by Kerry Community Council where she is also the Clerk. R Ashton will be attending the Webinar for Preparing Accounts for Audit and updates of all the Councillors completed training is available in the Annual Report

Confirmation of arrangements for insurance cover in respect of all insurable risk – The policy was updated in September 2025. A draft list of assets was presented in order to prepare for the next insurance review

Review of Councillors' subscriptions and memberships of other bodies - Councillors' interests on other committees were updated and are included in the Annual Report.

Financial matters and confirming the balance sheet for the Annual Return

1. Final balance sheet for 2025-26 – The figures were agreed as an accurate representation of payments and receipts during the year. These figures will be used in the Annual Return
2. Financial policy and risk management document – The process of approving payments was reviewed and a list of routine payments was added so that the Clerk may process them independently if necessary. It was signed by the relevant Councillors
3. Payments and allowances for Councillors – It was confirmed that there are adequate funds in the reserve accounts to pay allowances. The register of allowances will need to be done in the next ordinary meeting

Appointment of accountants for external audit - It was agreed that DRE & Co. Accountants in Newtown would be used.

Clerk's contract and salary – A raise in the Clerk's salary was agreed to reflect experience (from level 6 to 7 according to the that the National Joint Council for Local Government Services guidelines) in the ordinary meeting of March 4th 2026 and that the contract review and update should happen in readiness for the new financial year going forward

Date and time of the next meeting

The next Ordinary Meeting will be on Wednesday evening, the 3rd of June 2026, 7.00pm

The next Annual Meeting will be on Wednesday evening, the 5th of May 2027, 7.00pm

The Annual Meeting was followed by a brief Ordinary Meeting to resolve one planning mater and payments due.

Planning - P/26/0043/FUL – replacing wind turbine blade and associated infrastructure – No objection

Payments -

£	Item	Cyfanswm	Nodiadau
06/05/26	Clerk's salary - April	£547.60	Agreed
06/05/26	Border Janitorial	£119.65	Agreed
06/05/26	Andrew Mears – Unblocking drains	£50.00	Agreed
06/05/26	Andrew Mears – Toilet cleaning - April	£360.00	Agreed
06/05/26	Buftons Plumbing	£96.00	Paid following approval by email April 10 th by E Davies, P Jones, S Evans, R Ashton, B Jones and F Cauley as there was a water loss emergency
06/05/26	E.ON Next - April	£28.19	Agreed
06/05/26	Gloversure - Website	£48.00	Agreed

Sarah Reast, Clerk, Llanbrynmair Community Council