

# LLANHARRY COMMUNITY COUNCIL

MINUTES OF ANNUAL MEETING HELD 7.15 P.M. WEDNESDAY 12<sup>TH</sup> MAY 2021 AT THE AMBULANCE HALL, BIRCHGROVE, LLANHARRY

PRESENT: COUNCILLORS: I CLARIDGE (CHAIR); P CLARIDGE; E COATES; J DILWORTH; N EVANS; L MANCHIP; D SNOOK AND MRS G LEWIS (CLERK)

## 1. ELECTION OF CHAIR

**Resolved:** Councillor I Claridge was unanimously re-elected as Chair.

## 2. APPOINTMENT OF VICE CHAIR

**Resolved:** Councillor Dilworth was re-appointed Vice Chair.

## 3. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Clerk duly received the acceptance of office from the new chair.

## 4. APOLOGIES FOR ABSENCE

No apologies were received.

## 5. DISCLOSURES OF MEMBER'S INTERESTS

The Chairman declared an interest in item 6, Fixing of the Chair's Allowance and the Clerk declared an interest in item 13, Review of Wages.

**The Chair declared an interest in the following matter and left the meeting.**

## 6. CONSIDERATION OF FIXING THE CHAIR'S ALLOWANCE

---

SIGNED.....CHAIRMAN

**Resolved:** that the Chair's Allowance remain at £1000, £300 to be paid directly to the Chair as a personal allowance.

**The Chair re-joined the meeting.**

7. CONFIRMATION OF MINUTES OF ANNUAL MEETING OF 15<sup>TH</sup> MAY 2019

The minutes were confirmed and will be signed by the Chair.

8. APPOINTMENT/RE-APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODIES.

**Resolved:** that delegates and representatives are as follows:

Outside Body	Member
Police Consultative Committee	Chair
School Governor Llanhari Primary School	Councillor Dilworth
The Allotment & Recreation Ground Charity, Ystradowen	Mrs G Lewis, Clerk

9. APPOINTMENT/RE-APPOINTMENT OF COMMITTEES/SUB-COMMITTEES

**Resolved:** Members resolved to abolish all committees other than the Audit Committee, stating that working groups can be established as and when it is found to be necessary.  
The appointments/re-appointments are as follows:

Committee/Sub-Committee	Membership
Audit	Councillors: I Claridge; P Claridge; J Dilworth; E Coates.

10. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

**Resolved:** that Standing Orders and Financial Regulations are adequate and up-to-date.

11. REVIEW OF COUNCIL CHARGES

**Resolved:** that the charges will be as follows:

<u>Interments</u>	<b>Llanharry Resident</b>	<b>Non-Resident</b>	<b>Grave Digging Fees</b>
	£	£	£
Interment in a new grave for 2 burials	125	1004	620
Second interment in a grave	50	312	500
Interment in a new grave for 1 burial only	125	1004	620
Interment of Ashes in a new family grave	125	1004	620
Subsequent interment of Ashes in an existing grave	40	131	145
Interment of Ashes in a new cremation plot	100	407	145
Interment of Ashes in an existing cremation plot	40	131	145
Interment of a casket in a new grave for 2 burials, where only one grave space is used *	125	1004	620
Second interment of a casket	50	312	500
Grave test to identify whether further interments may take place	One depth		TBC
	Two depth		TBC
Interment on a Saturday	1 ½ Fee – Grave Digging Fees Only		

<u>Memorials</u>	<b>Llanharry Resident</b>	<b>Non- Resident</b>
Full Monument	70	254
Headstone, Cross, Scroll	50	254
Cremation Stone	50	254
Scattering of Ashes upon a private grave		No Charge
Vase, including Inscription		No Charge
Additional Inscription		No Charge

SIGNED.....CHAIRMAN

Erection of a wooden cross	No Charge
Renovation/Refurbishment to an existing memorial	No Charge
<b>No charges will be made for the interment/memorial of under 18's.</b>	

12. REVIEW OF PAYMENTS TO COUNCILLORS

a. annual payment of £150 for costs incurred in respect of telephone usage, IT, consumables, etc - **the payment of £150 is mandatory for every member unless they advise the Clerk that they do not want to take it in writing.**

b. consideration of an annual payment of £500 each to up to five members in recognition of specific responsibilities

**Resolved:** No payments will be made.

c. consideration of payments in respect of travel costs for attending approved duties.

**Resolved:** No travel costs will be paid.

d. consideration of reimbursement of subsistence expenses for a particular duty requiring an overnight stay.

**Resolved:** no reimbursement of subsistence expenses will be paid.

e. payment of financial loss compensation, where such loss has actually occurred, for attending approved duties.

**Resolved:** no financial loss compensation will be paid.

f. All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:

- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred. This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider.

**The payment is mandatory for every member if they are eligible to claim, and wish to do so.**

g. consideration of the annual provision of a payment to the Vice Chair (up to £500) to undertake the functions of that office.

**Resolved:** no payment will be made to the Vice Chair.

Members also noted: Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and reimbursement of costs of care.

**The Clerk declared an interest in the following item.**

13. REVIEW OF WAGES

No information is available as agreement has yet to be reached.

14. CONSIDERATION OF THE DATES, TIMES AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL

**Resolved:**

that the meetings remain on the second Wednesday of the month (unless a bank holiday falls in the same week, when it will then be held a week later) and that the start time remains at 7.15p.m. Under normal circumstances meetings will be held in the Council Chamber unless a quarterly meeting is held at Tylagarw Community Centre.

15. DELEGATION/RENEWAL OF FUNCTIONAL POWER TO THE CLERK/RFO

**Resolved:** to renew the functional power to the Clerk/RFO.

16. AUTHORITY OF THE CLERK TO ACT ON BEHALF OF THE COUNCIL

In pursuance of the smooth running of the Council business, the Clerk has the authority to act on behalf of the Council at her discretion.

The meeting closed at 7.36 p.m.