



CYNGOR CYMUNED TRESEFGOB

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DRAFT MINUTES

Ordinary Meeting Wednesday 9th July 2025 – Bishton Village hall

1. Attendance

John Davies (Chair), Pamela Davies, Richard Stokes, Cherie Hall, Rachael Stephens, John Hall

Chris Ashman (clerk)

(NCC councillors Ray Mogford and William Routley and 4 members of public in attendance)

2. Apologies Andrew Cork, Carol Cork, Samantha Voaden-Miller,

3. Declarations of Interest

Allotments: John Hall

4. Announcements

CA confirmed email complaint received from Mr Devlin highlighting recent condition of Bishton Village hall when holding a meeting there. Chair reported he had spoken with tenant and this would not happen again.

Mr Devlin, attending as a member of the public, asked that all his questions in connection with this issue set out in the recent email be answered.

Chair agreed to do this.

5. Public forum

5.1 Public Participation

No questions had been received before the meeting.

Further comments were made/questions asked regarding the lease to Learning tree at Bishton hall – Clerk to confirm if redacted lease could be viewed or relevant questions answered.

Question regarding reasoning for removal of BVH gates – Chair explained this action taken to help avoid future bumps and scrapes on hall users vehicles.

Question regarding entry to village sign at Bishton and obtaining costs for replacement. Clerk to follow up previous correspondence with NCC on this matter and also speak to Penhow Community council who had funded a replacement sign.

5.2 County councillor updates – Cllr Mogford confirmed , fallen tree removed. Also cabinet member visiting pitches/ former sports centre to identify how access /use by Glan y Llyn FC could be improved.

Chair reported no feedback from MS John Griffiths on recent issues raised at recent meeting – 20mph etc

Cllrs Mogford and Routley suggested a specific meeting on local issues between community and unitary councillors so priorities and agreed joint actions could be agreed – clerk to identify a date

6. **Police report** –circulated – June report no questions/comments.

7. Minutes of 11th June ordinary meeting

Accepted as a true record by all councillors in attendance

8. Action Points & Clerk Report

a. Action Points

i. Action points reviewed

Community clock - Contractor requires payment in advance – councillors agreed to pay 50% up front and remainder on delivery

Meeting with Jessica Moredon MS – dates in September to be agreed

VAT receipt £3439.60 – CA to check receipt

9. Finance & Procedure

a. Approved payments made in June and two additional payments for Internal auditor (£440)and Red Shoes payroll support (£120)

b. Reviewed and agree Bank Reconciliation June 2025

i. Agreed as accurate

ii. Bank statements to provided along with summary

iii. Breakdown of utility apportionment(gas electric, water) to be provided to next Finance and procedures meeting

c. 24/25 statement of accounts – submitted to WAO following council agreement at extra ordinary meeting 4/7/25

10. Maintenance & Facilities

a. Disposal of Underwood hall – meeting table

i. Council agreed to advertise surplus table for disposal via Facebook page

ii.

11. Community

a. Resident issues for NCC /NHC attention

Fencing near Christmas tree site – removal reason? And date of reinstatement to be confirmed.

Strimmer cutting of waste paper on grass – please remove before cutting?

Brambles overgrown at garden on Waltwood Rd

Responsibilities for grass cutting areas to be re-confirmed

b. Underwood health centre – defib maintenance

Health centre happy to check in working order but community council to pay for any repairs

Agreed – JD identifying supplier for replacement pads following recent use.

c. Best Kept garden competition – Inspection completed , JH, JD, RS – winners of categories identified. Date of awards evening – Saturday 6th September. Prizes of £10 garden centre vouchers agreed. Also recognition voucher for litter collector

Clerk to draft letter for Cllrs Hall, Stephens to distribute 1 month before.

JD to present awards

d. Allotment report

i. Update from POC

ii. School visit very well received – email of thanks from headteacher and request for school to have access to a dedicated growing area. CA to respond suggesting liaison with Cllr Hall

e. Underwood planters – not progressed due to hot weather and cllr work commitments

f. Green flag awards – green flag received, flagpole for memorial garden to be ordered – pr and invitation to local cllrs/ms to attract media interest

12. Planning – applications noted – no comments

Non agenda item –

Dumping of household grass in the brook – fly tipping and needs to be reported

Churchyard grass cutting –

Option 1 - reconsider youth offending project – Friends of Bishton happy to consider paying for hire of Portaloo.

Option 2 – self cut with agreement of vicar – risk assessment required

Option 3 – pay contractor estimate £400 per cut

13. Date for Next Meeting

Ordinary Meeting Wednesday 13th August 2025 6.30 pm – Underwood Community centre

Meeting ends at 20.00

Action Points

Clerk Action Points – April/May 2025

1. Contact Wales & West Utilities to recommission gas meter at sportsground
 - a. Complete. WWU to carry out inspection of meter April 14th
2. Dwr Cymru water safety inspection for sportsground
 - a. TO be carried out April 14th
3. Notify new clerk of start date
 - a. Complete
4. Initial clerk meeting / handover
 - a. Complete
 - b. Start date 7th April
5. Copy / send new start paperwork to payroll
 - a. Complete
6. Copy / send new banking signatory forms
 - a. Complete
7. Update allotment payment sheet in conjunction with bank statements
 - a. Complete
8. Send any letters relating to allotment plots
 - a. Allotment report not received
9. March Scouts invoice
 - a. Sent to treasurer
10. Date set with John Griffiths estate visit with councillors

- a. 9th May 09:30 at UCC conference room
- 11. Date set for meeting with Jessica Morden
 - a. Awaiting new dates due to schedule issues
- 12. End of year VAT return
 - a. Completed. VAT total: £3439.60
- 13. IRPW payments 2024-2025
 - a. Completed
 - b. Report to be sent to IRPW
- 14. Date for Finance & Procedure Meeting
 - a. April 30th
- 15. Circulation of Police Report
 - a. Complete
 - i. Update from meeting: Owner of land that Police were asking for has been identified, send this information to police. Invite to next meeting.
- 16. Payment and renewal of insurance policy
 - a. Complete
- 17. Payment of park works invoice
 - a. Complete
- 18. Notify OVW of non-renewal of membership
 - a. Complete
 - i. Update from meeting: Clerk to write to OVW to reinitiate membership for one year.
- 19. Draft football club SLA
 - a. Complete circulated for feedback
 - i. Update from meeting: Football club to send all information on which games are being played and when to work out totals owed / owing going forward.
- 20. Write to football club re parking issues - complete**
- 21. Raised beds at allotments to be revisited by councillors**
- 22. Prep agenda for meeting with John Griffiths on 9/5**
- 23. Confirm in writing council agreement to £650 plus vat contribution to community clock project**
- 24. Follow up to MS office on agreed point of 9th May meeting**