TONYREFAIL & DISTRICT COMMUNITY COUNCIL
CYNGOR CYMUNED TONYREFAIL A'R CYLCH

Mr. STEPHEN POWELL
CLERK
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c/o TRANE CEMETERY
GILFACH ROAD
TONYREFAIL, PORTH,
R.C.T. CF39 8HL

5th March 2021

Dear Councillor,

You are summoned to attend a **Virtual Monthly Meeting** of **TONYREFAIL & DISTRICT COMMUNITY COUNCIL** on **THURSDAY 11th March 2021 at 6:30pm,** for the purpose of transacting the following business.

Yours sincerely,

Smpowell

Mr S Powell
CLERK

1. **To receive apologies for absence in accordance with the Local Government Act 1972, Section 85**
   1.1. Apologies submitted for approval
   1.2. Apologies not submitted

2. **To receive Disclosures of Personal Interest from members in accordance with the Code of Conduct.**
   2.1. Members are requested to identify the item number and subject that their interest relates to and signify the nature of the personal interest: and
   2.2. Where Members withdraw from a meeting as a consequence of the disclosure of a prejudicial interest, they must notify the Chairman when they leave.

3. **To confirm as a correct record:** The minutes of the Monthly meeting held on Thursday 5th February 2021.

4. **Finance: To receive, accept and approve:**
   4.1. Accounts Paid February 2021
   4.2. Accounts for Payment March 2021

5. **Trane Cemetery**
   To receive an update from the Clerk about Cemetery Expansion.

6. **Coedely By-Election** – to note the Coedely by-election on 6th May and to agree whether to pay for polling cards.

7. **Independent Remuneration Panel** – To agree each determination in the independent remuneration panel report.

8. **Staffing –** To receive a verbal report from the staffing committee.

9. **To Consider Urgent Items** which the Chairman by reason of special circumstances is of the opinion should be considered at this meeting as a matter of urgency

Minutes for the Monthly Meeting of Tonyrefail & District Community Council held via Zoom on 11th February 2021 at 6:30pm

Present: Councillors A Davies (Chair), L Michel, Andrew Davies-Jones, D Owen-Jones, K Webb, M. Barron
In attendance: Clerk: S Powell

1. Apologies for absence

1.1) Apologies were received from Councillors D. Grehan and Alex Davies-Jones
1.2) No apologies were received from Councillors S. Stevens and G. Powell

2. To receive declarations of interest - None Received

3. Minutes

It was **resolved** that the minutes of the Monthly Meeting held on the 21st January 2021 were a true record of the meetings decisions.

4. Finance

4.1. It was **resolved** to approve the Accounts Paid January 2021
4.2. It was **resolved** to approve the Accounts for Payment February 2021

5. Trane Cemetery

It was **resolved** to make an offer of [redacted] to the owners of the proposed expansion site, in addition to paying their fees and a free burial plot for [redacted], this offer is subject to planning permission being obtained. The Clerk was instructed to proceed with making a full planning application should the offer be accepted.

6. Summer Flowers

It was **resolved** to proceed with the hanging baskets from Boverton Nurseries with the planters being completed in house or with a cheaper supplier. The Clerk should present a future report about the possibility of cultivating our own flowers.

7. National Lottery Heritage Grant

It was **resolved** to delegate the spending of the grant to the Clerk in order to expediate progress of the notice boards.

8. Operation London Bridge

It was **resolved** to accept the report with the omission of Part 2 (Flag Flying) and Part 9 (Proclamation Day Protocol) with spending from the projects budget.

9. Urgent Items

There were no urgent items.

10. Next Meeting

The next full council meeting will be on Thursday 11th March at 6:30pm.

Meeting finished 7:15pm

MARCH 2021

AGENDA ITEM 4.1 - MONTHLY MEETING

ACCOUNTS PAID
FEBRUARY 2021

INV. NO.		Purchase Ledger Amount	Direct Debit & Cashbook	Direct Debit Purchase Ledger	Cheque Number
277	Inland Revenue (January 2021)		2120.61		706518
278	RCTCB Superannuation (January 2021)		2671.73		706519
279	Amazon Business	38.00			706520
280	Amazon Business	43.96			706521
281	C & L. Garden and Tree Services	462.50			706522
282	Central Bar & Catering	258.71			706523
283	Centregrate Limited	5280.00			706524
284	Engage Training	24.00			706525
285	Forest Park & Garden	822.86			706526
286	Function 28	48.00			705527
287	Holt JCB Limited	398.22			706528
288	Pro-Tec Direct	57.70			706529
289	Rycon Power Tools	131.40			706530
290	Rycon Power Tools	718.80			706531
291	Rycon Power Tools	114.00			706532
292	Viking Payments	167.88			706533
ADDITIONACCOUNTS					
293	Bold Environmental	850.00			706534
294	Clean-Mate	196.32			706535
295	Forest Park & Garden	42.32			706536
296	I-Spy CCTV	145.00			706537
297	Certras Energy	236.78			706538
298	Vegetarian Shoes	248.85			706539
299	Friends of Tyn-y-Bryn Park		19700.00		706540

DIRECT DEBITS					
DD	Rhondda Cynon Taff - Rates				
DD	Wages		9048.19		
DD	DVLA		23.18		
DD	B.T. (Cloud Voice & Broadband)				
DD	B.T. (Mobile Phone)			45.60	
DD	Shire Leasing				
DD	Peac Finance				
DD	Toshiba				
DD	N. Power - Account 601385719 - (Gas - Staff Base)			438.61	
DD	N. Power - Account 601400286 - Elec. New Office)			398.24	
DD	N.Power - Account 601400294 - (Elec. - Staff Base)				
DD	EON - Meter E11733252 (Account No. A-56307892			11.00	
DD	Welsh Water		120.00		
DD	Certas Energy			17.80	
DD	Certras Energy			37.24	
DD	Certras Energy			63.69	
DD	Certras Energy				
DD	Bank Charges		28.97		
	Sub Total:	**£10,285.30**	**£33,712.68**	**£1,012.18**	
	Total Payments	**£45,010.16**			

300	Cllr. Alexandra Davies-Jones	-150.00			706349
301	Cllr. Shawn Stevens	-150.00			706351

ACCOUNTS FOR PAYMENT
MARCH 2021

INV. NO.		Purchase Ledger Amount	Cashbook	Direct Debit Purchase Ledger	Cheque Number
302	Inland Revenue (February 2021)		2193.33		706541
303	RCTCB Superannuation (February 2021)		2314.32		706542
304	J. & P. Davison	129.60			706544
305	Forest Park & Garden	200.14			706543
306	Function 28	48.00			706546
307	Central Bar & Catering Supplies	177.13			706547
308	Travis Perkins	300.67			706548
309	Travis Perkins	176.40			706549
310	Travis Perkins	68.35			706550
311	Trustmark	300.00			706551
312	Forest Park & Garden	114.03			706552
313	Travis Perkins	42.10			706553
314	Rycon Power Tools	166.68			706554
315	Rycon Power Tools	648.00			706555
ADDITIONAL ACCOUNTS					
DIRECT DEBITS					
DD	Rhondda Cynon Taff - Rates				
DD	Wages				
DD	DVLA				
DD	B.T. (Cloud Voice & Broadband)				
DD	B.T. (Mobile Phone)				
DD	Shire Leasing				
DD	Peac Finance			222.00	
DD	Toshiba				
DD	N. Power - Account 601385719 - (Gas - Staff Base)				
DD	N. Power - Account 601400286 - Elec. New Office)				
DD	N.Power - Account 601400294 - (Elec. - Staff Base)				
DD	EON - Meter E11733252 (Account No. A-56307892				
DD	Welsh Water				
DD	Certas Energy			62.17	
DD	Certras Energy			61.73	
DD	Certras Energy			29.95	
DD	Certras Energy				
DD	Bank Charges		25.10		
	Sub Total:	**£2,371.10**	**£4,532.75**	**£375.85**	
	Total Payments	**£7,279.70**			

Agenda Item 7 – March 2021

Independent Remuneration Panel for Wales Report – March 2021

Recommendations:

1. Determination 43 - To make a payment of £500 to the Chair.
2. Agree to adopt Determinations 45, 46 and 47
3. Determination 49 – Make a payment of £550 to the Chair in relation to the Civic role, which with the £150 payable to all Councillors and the £500 from Determination 43 totals £1200.
4. Maintain a Civic Allowance for the Chair of £1200.
5. Determination 50 – To make a payment of £500 for the Vice Chair.
6. A member’s total allowance should be paid in two instalments if over £500 (excluding the £150 payment).
7. The Chairs allowance of £1050 (Determination 43 and 49) should be paid in 2 instalments, the first as soon as possible after appointment to the post, the second when half the term is remaining.
8. Not to recover the £150 payments should a member leave the Council.
9. Any payment already made to the Chair of Vice Chair should only be recovered if either resigns their position during the term.

You can find the full report at https://gov.wales/independent-remuneration-panel-wales-annual-report-2021-2022. However, I have summarised the key points below.

Based on the Panel’s groupings, Tonyrefail & District Community Council is grouped as a Band A Council for the purpose of remuneration.

Community and Town Council Group	Income *or* Expenditure in 2019-2020 of:
A	£200,000 and above
B	£30,000 - £199,999
C	Below £30,000

Members should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to ‘opt in’ to receive payments.

An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. Any member wishing to decline payments must themselves write to the Clerk. *Please note that payments are to made at the start of the new financial year*.

It is inappropriate for councils or councillors to create a climate, or otherwise pressurise others, in order to prevent persons accessing any monies to which they are entitled that may support them to participate in local democracy.

Mandatory Payments

Determination 42: No decision required

All members are eligible to be paid the £150 from the start of the financial year; unless they are elected later, in which case they are eligible for a pro-rata payment from that date.

Determination 42: All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Determination 43: Decision required

Determination 43: Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination 48: No decision required

Members should be aware that this exists and should use it if necessary, not to prohibit them from being an active member.

Determination 48: All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members to enable them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

Optional Payments

Determination 45: Decision Required

Determination 45: Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties. [7] Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- **45p per mile up to 10,000 miles in the year.**
- **25p per mile over 10,000 miles.**
- **5p per mile per passenger carried on authority business.**
- **24p per mile for private motor cycles.**
- **20p per mile for bicycles.**

Determination 46: Decision Required

Determination 46: If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:

- **£28 per 24-hour period allowance for meals, including breakfast where not provided.**
- **£200 – London overnight.**
- **£95 – elsewhere overnight.**
- **£30 – staying with friends and/or family overnight.**

Determination 47: Decision Required

Members must be able to demonstrate that the financial loss has been incurred.

Determination 47: Community and town councils can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as follows:

- **Up to £55.50 for each period not exceeding 4 hours**
- **Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours**

Determination 49: Decision Required

It is important to note that this is a personal payment. A separate Civic Budget can also be made available outside of remuneration.

Determination 49: Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Determination 50: Decision Required

Determination 50: Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Decision Required

With respect to all payments other than the mandated £150, the Council should decide:

- how many payments the total amount payable is broken down into; and
- whether and how to recover any payments made to a member who leaves or changes their role during the financial year.