

Due to Government guidance in respect of the COVID19 lockdown the meeting was held remotely.

**Present:** Cllr. Ann Bowyer, Cllr. Jenny Carpenter, Cllr. Paula Clarke, Cllr Judith Hopkins, Cllr. Peter Sutherland, Cllr. Jo Storey, Cllr Helen May-Moebus.

**Members of the public:** No members of the public were present.

### 1. Apologies for absence:

None

### 2. Declaration of interest from members:

None

### 3. Adoption of Minutes

The chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 2<sup>nd</sup> March 2022, proposed by Cllr Peter Sutherland seconded by Cllr Judith Hopkins, all in agreement. **ACTION: Chair to sign minutes at earliest opportunity.**

### 4. Matters arising from minutes

None

### 5. Finance and Governance

**To approve the appointment of the temporary clerk/RFO** - Proposed by Cllr Peter Sutherland and seconded by Cllr Judith Hopkins

**To confirm the terms and conditions of appointment** – deferred to April meeting, job description to be shared to all councillors. No finalisation of the proposed pay scale for the new temporary RFO and Clerk can be determined until her return to work. **Action: interview panel to share job description**

#### **To receive and approve the invoices and expenditure for March 2022 and balances**

The Chair proposed that Cllr Jenny Carpenter make the payments provided by Cllr Paula Clarke from her meeting with the previous clerk and seconded by Cllr Judith Hopkins. The payments required are Clerks backpay, payment to HMRC and councillor remunerations. Cllr Jenny Carpenter queried whether the councillor remunerations were to be paid pro rata for Councillors who had not completed a full year if applicable. **All councillors accepting payment should confirm their bank details to Cllr Carpenter.**

Beverley Young - Nation Pay Award backdated to March 2021. SCP 13. Was £11.76 now £11.97 = £0.21per hour x 44 hours per month x 11 months = £101.64

Payments to be made

5.5% pension EE £5.59 - 7.5% pension ER£7.62 NEST total

Mrs B Young

Councillor's Allowances for 2021/22 PAYE

Merlin Environmental Services (March Invoice 1038)

HAGS-SMP Ltd (Invoice 081162)

Microsoft Office 365

Bank Charges to 17/2 Standard fee plus cheque fee

OVW 2022/23 Membership

PWL B Loan Repayment

£13.21 DDR

£96.05 Bank transfer

£450.00

£ 28.60 Bank Transfer

£207.90 Bank Transfer

£ 79.99 Debit Card Transaction

£ 5.40 Bank Debit

£127.00 Not due until new Financial Year

£400.71 DDR Not due until new Financial Year

**Action: Cllr Carpenter to make the payments.**

#### **To receive and approve the letter for commissioning the provision of internal audit services to the Council.**

The Chair proposed that John Turner to be appointed as auditor – seconded by Cllr Judith Hopkins

**To receive the annual return and Wales audit information** proposed by Cllr Ann Bowyer and seconded by Cllr Peter Sutherland.

### 6. Planning

Signature:

Date:

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Planning application DM/2022/00067 – No objection. Proposed by Cllr Paula Clarke and seconded by Cllr Judith Hopkins. **Action Cllr Paula Clarke to send to planning.**

**7. Reports from Advisory Groups and representatives from outside bodies**

None received

**8. Correspondence - None**

**9. Questions from the public or press - None**

**10 Matters to be considered for the next agenda (at the discretion of the Chairman)**

Give dog fouling a red card

**Date of next meeting**

Wednesday 6<sup>th</sup> April 2022, 6.30pm to 8.30pm.

**Llanbadoc Community Council**