

CYFARFOD CYFFREDIN O GYNGOR TREF MACHYNLLETH **ORDINARY MEETING OF MACHYNLLETH TOWN COUNCIL**

Gwysir chi i fynychu cyfarfod o Cyngor Tref Machynlleth
yn ystafell Vane Tempest ar **Dydd Llun Mawrth 27ain 2023** am 6:30yh.

You are hereby summoned to attend a meeting of Machynlleth Town Council
In the Vane Tempest Room on **Monday 27th March 2023** at 6:30pm.

Agenda	
1.	<u>YMDDIHEURIADAU / APOLOGIES</u> To receive apologies as reported to the Clerk before the meeting.
2.	<u>DATGANIAD O FUDDIANT / DECLARATION OF INTEREST</u> To receive any declarations of interest.
3.	<u>CYFRANOGIAD Y CYHOEDD / PUBLIC PARTICIPATION</u> 20 minutes allowed There will also be a brief presentation by Val Hawkins, Chief Executive of Mid Wales Tourism
4.	<u>ADRODDIAD Y MAER / MAYOR'S REPORT</u> To receive a report from the Mayor
5.	<u>COFNODION / MINUTES</u> To agree the following minutes as a correct record 5.1 Full Council Meeting 27/02/23 5.2 Climate Action Committee 06/03/23
6.	<u>MATERION YN DEILLIO / MATTERS ARISING</u>
7.	<u>ADRODDIAD Y CYNGHORYDD SIR / COUNTY COUNCILLOR REPORT</u> To receive a report from the County Councillor
8.	<u>CYNLLUNIO / PLANNING</u> None
9.	<u>CYLLID / FINANCE</u> 9.1 To approve invoices for payment. 9.2 To appoint an internal auditor for the Financial Year 2023-24.
10.	<u>STRATEGAETH BUDDSODDI / INVESTMENT STRATEGY</u> To consider adopting the policy submitted by the Clerk (attached).

11.	<u>POLISI IAITH GYMRAEG / WELSH LANGUAGE POLICY</u> To consider adopting the policy submitted by the Clerk (attached).
12.	<u>PROSIECT YR HEN STABLAU / THE HEN STABLAU PROJECT</u> To receive an update report from Mr Charlie Falzon and then consider agreeing to the attached MoU in light of the information provided in response to the decision of Council (FC 27/02/23 16.4) (all attached)
13.	<u>TOILEDAU CYHOEDDUS MAES PARCIO HEOL MAENGWYN / HEOL MAENGWYN CAR PARK PUBLIC CONVENIENCES</u> To receive an update from the Clerk
14.	<u>CWN A GWYLANOD DIROEDD Y PLAS / DOGS AND SEAGULLS ON PLAS GROUNDS</u> Placed on the agenda at the request of Councillor Llinos Griffith.
15.	<u>EISTEDDFOD YR URDD 2024</u> Placed on the Agenda at the request of Councillor Gareth Jones “Machynlleth Town Council resolves to note the announcement that the 2024 Urdd Eisteddfod will now be held in Meifod rather than Machynlleth. Machynlleth Town Council strongly object to this decision because all prior publicity and discussions centred around Machynlleth as the location. Local residents were looking forward to the event and our businesses were already gearing up and preparing to welcoming the festival to the area. This adverse decision is a kick in the teeth to Machynlleth in terms of prestige and the loss of income is incalculable”
16.	<u>ADRODDIADAU GAN GYNRYCHIWYR AR GYRFF ALLANOL / REPORTS FROM NOMINATED REPRESENTATIVES ON OUTSIDE BODIES</u> To receive report from members representing the Council on outside bodies.
17.	<u>GOHEBIAETH / CORRESPONDENCE.</u> 17.1 One Voice Wales – Membership 2023-24 17.2 One Voice Wales – Training Needs Survey 2023. 17.3 Georgie Bevan, Head of Education, Powys County Council – (Response to our letter arising from FC 30/01/23 17.1)
18.	<u>ADRODDIAD Y CLERC / CLERK REPORT</u> To update Councillors on work carried out and not specifically covered in the Agenda.
19.	<u>GWYBODAETH GAN AELODAU / INFORMATION FROM MEMBERS</u>
20.	<u>EITEMAU I'R RHAGLEN NESAF / ITEMS FOR THE NEXT AGENDA</u>
21.	<u>*CRONFA Y PLAS / PLAS FUND</u> To receive the attached report and consider the recommendations outlined on page 13.

22.

DYDDIAD Y CYFARFOD NESAF / DATE OF THE NEXT MEETING

24/04/2023

* The Chairperson shall propose that the press and public be excluded from the meeting during the discussion of these items as it is likely that exempt information, as defined in part 4, Schedule 12A, Local Government Act 1972

MINUTES OF THE ORDINARY MEETING OF MACHYNLLETH TOWN COUNCIL

on Monday February 27th 2023 at 6.30pm in the Vane Tempest room at the Plas

PRESENT:

Cllr J.Paige (Mayor and Chair of the meeting), Cllr A.Evans, Cllr J Honeybill, Cllr P.Jones, Cllr L.Griffith, Cllr K.Bryan, Cllr A.MacGarry, Cllr N.McCarten, Cllr M.Williams and Cllr R.Hughes.

APOLOGIES : Cllr M.Atkins, Cllr G.Jones

ALSO IN ATTENDANCE:

Dewi Jones (Town Clerk)

Nicole Beaumont (Admin & Finance Officer - Minutes taker)

9 members of the public, no member of the press.

1 / ATTENDANCE AND APOLOGIES :

See list above.

2 / DECLARATION of INTERESTS :

Cllr R.Hughes with reference to item 3 of the agenda

Cllr J.Paige with reference to item 16.4 of the agenda

Cllr A.MacGarry and Cllr M.Williams with reference to Item 12 of the agenda

3 / Public Participation :

Dr J.Shaw, Dr S.Bradbury-Willis, Dr F.Kurshid and Mrs L.Cockram (Practice Manager) of the Dyfi Valley Health Centre came at the invitation of Machynlleth Town Council to address concerns that had been previously raised by councillors and residents of the town.

Dr J.Shaw urged councillors and residents to approach the surgery directly to raise these concern. The Dyfi Valley Health Centre website has its own "Complaint Procedure" where residents & patients can leave their concerns or any suggestion to best improve the services offered to the community.

4/ Mayor's report :

Cllr Paige had nothing to report.

5/ Minutes of the last meeting :

5.1/ The minutes of the Full Council meeting held on 31/1/2023 were agreed as a true record (unanimous).

5.2/ The minutes of the Full Council (as Trustees of the PEF) meeting held on 31/1/2023 were agreed by as a true record (unanimous).

5.3/ The minutes of the General Purpose panel held on 6/2/2023 were agreed by majority vote as a true record and all recommendations approved for action (unanimous).

6/ Matters arising :

Item 17.1 within Item 5.1 above : MTC did not receive a reply from PCC to the matter of a Breakfast Club for school children – **Clerk will chase.**

7/ Report from Cllr M.Williams - County Councillor :

Matter 2.18 of Cllr M.Williams report : **Council resolved that the Town Clerk should write a letter requesting further details of how to apply for funding (majority vote).**

After discussing his report, Cllr Williams left the meeting at 7.35pm

8/ Planning :

Planning Application 23/0169/REM : Variance of condition 2 on already approved application 21/172/FUL.

Council support the application. (Unanimous)

9/ Finance :

9.1 / **Council resolved to pay February invoices as per list presented. (Unanimous).**

9.2 / **Council resolved that given the current low level of reserves and the fact that the only earmarked funds held by the Council will likely be spent by the end of the financial year, the Council carries no “designated reserves” into 2023-24 (Unanimous).**

10/ Machynlleth Town Council Publication Scheme :

Council resolved to adopt the policy as presented (Unanimous).

11/ Asset Register :

Council adopted the MTC Fixed Asset register as presented by Town Clerk but with the amendment that following recent correspondence with Powys it has become clear that only two bus shelters are owned by Machynlleth Town Council, namely the shelter outside the White Lion (powgdpj) and the shelter by the Wynnstay Arms (powgdtg). (Unanimous).

12/ Machynlleth Library and Ysgol Bro Hyddgen redevelopment :

Council asked Town Clerk to write to PCC in the strongest terms that the library must not move from its present site in the centre of town. (Unanimous – with one abstention due to a declaration of interest).

13/ Utilities contracts :

Council resolved that responsibility to select suppliers be delegated to the Clerk for the following utility contracts.

- Kennels Cottage
- Market Feed Pillar
- Public Conveniences (Rose garden)
- Town Clock.

(Unanimous)

14/ Equality and Diversity policy :

Council adopted the policy on Equality and Diversity as presented by the Clerk (Unanimous).

15/ Reports from nominated representatives on outside bodies :

16/ Correspondence :

- 16.1 Dyfi Valley Health - Covered under item 3 of this agenda.
- 16.2 Machynlleth Street Trees – Council asked the Clerk to arrange a walk through of the scheme on Wednesday 8th of March
- 16.3 Machynlleth Rugby Club – Council resolved that the Clerk should write to the Club explaining that we have to maximise bookings at the Plas to keep the precept down as low as possible and explaining that this booking is an indoor event and is expected to draw a different audience to the one who will attend the sevens (unanimous).
- 16.4 Mr Charlie Falzon - Council resolved to agree to administer any grants for the time being and asked the Clerk to prepare a proposed MoU and Heads of Terms for a lease to a future Council meeting along with the governing documents of the CIC to allow Council to make an informed decision.

Cllr K.Bryan and Cllr P.Jones left the meeting at 8pm.

17/ THE HEN STABLAU PROJECT :

The Clerk reported that the a contract to conduct emergency repair works to the Stablau fully funded by a grant from the Architectural Heritage Fund had been awarded in line with the grant conditions and following the tender process drawn up by our architect. The tender had been awarded to the lowest priced contractor.

18/ CLERK REPORT :

The Clerk updated the Council on matters which had arisen since the agenda was sent out.

It had been identified that the Allotments at the Plas had a tap fed off the water main to Cartref Dyfi. This would have to be removed to ensure that it was not possible for the water to Cartref Dyfi to become contaminated.

The Clerk and the Facilities Manager were preparing bids for grant funding to replace the boiler at the Plas as it was breaking down regularly and repair was becoming un economical. A new boiler would also be more efficient.

19/ INFORMATION FROM MEMBERS :

20/ ITEMS FOR THE NEXT AGENDA :

- An invitation will be sent to Mid Wales Tourism to attend the next Full Council Meeting and give a short presentation on their function and raise awareness of what they do.
- CIC and Hen Stablau as per item 17 of this agenda.

The Chairperson proposed that members of the press and public be excluded from the meeting during discussion of the following items as it is likely that exempt information, as defined in part 4, Schedule 12A, local government Act 1972, be coming to the fore.

21/ STAFFING ISSUES :

Town Clerk reported on staff annual appraisals and that a new member of staff has been recruited on a casual contract to work in the café.

22/ DATE OF THE NEXT MEETING WILL BE ON MONDAY 27th MARCH 2023 at 6.30pm in the Vane Tempest room at the Plas.

MINUTES OF THE ORDINARY MEETING OF MACHYNLLETH TOWN COUNCIL
on Monday February 27th 2023 at 6.30pm in the Vane Tempest room at the Plas

PRESENT:

Cllr J.Paige (Mayor and Chair of the meeting), Cllr A.Evans, Cllr J.Honeybill, Cllr P.Jones, Cllr L.Griffith, Cllr K.Bryan, Cllr A.MacGarry, Cllr N.McCarten, Cllr M.Williams and Cllr R.Hughes.

APOLOGIES : Cllr M.Atkins, Cllr G.Jones

ALSO IN ATTENDANCE:

Dewi Jones (Town Clerk)

Nicole Beaumont (Admin & Finance Officer - Minutes taker)

9 members of the public, no member of the press.

1 / ATTENDANCE AND APOLOGIES :

See list above.

2 / DECLARATION of INTERESTS :

Cllr R.Hughes with reference to item 3 of the agenda

Cllr J.Paige with reference to item 16.4 of the agenda

Cllr A.MacGarry and Cllr M.Williams with reference to item 12 of the agenda

3 / Public Participation :

Dr J.Shaw, Dr S.Bradbury-Willis, Dr F.Kurshid and Mrs L.Cockram (Practice Manager) of the Dyfi Valley Health Centre came at the invitation of Machynlleth Town Council to address concerns that had been previously raised by councillors and residents of the town.

Dr J.Shaw urged councillors and residents to approach the surgery directly to raise these concern. The Dyfi Valley Health Centre website has its own "Complaint Procedure" where residents & patients can leave their concerns or any suggestion to best improve the services offered to the community.

4/ Mayor's report :

Cllr Paige had nothing to report.

5/ Minutes of the last meeting :

5.1/ The minutes of the Full Council meeting held on 31/1/2023 were agreed as a true record (unanimous).

5.2/ The minutes of the Full Council (as Trustees of the PEF) meeting held on 31/1/2023 were agreed by as a true record (unanimous).

5.3/ The minutes of the General Purpose panel held on 6/2/2023 were agreed by majority vote as a true record and all recommendations approved for action (unanimous).

6/ Matters arising :

Item 17.1 within Item 5.1 above : MTC did not receive a reply from PCC to the matter of a Breakfast Club for school children – Clerk will chase.

7/ Report from Cllr M.Williams - County Councillor :

Matter 2.18 of Cllr M.Williams report : **Council resolved that the Town Clerk should write a letter requesting further details of how to apply for funding (majority vote).**

After discussing his report, Cllr Williams left the meeting at 7.35pm

8/ Planning :

Planning Application 23/0169/REM : Variance of condition 2 on already approved application 21/172/FUL.

Council support the application. (Unanimous)

9/ Finance :

9.1 / Council resolved to pay February invoices as per list presented. (Unanimous).

9.2 / Council resolved that given the current low level of reserves and the fact that the only earmarked funds held by the Council will likely be spent by the end of the financial year, the Council carries no "designated reserves" into 2023-24 (Unanimous).

10/ Machynlleth Town Council Publication Scheme :

Council resolved to adopt the policy as presented (Unanimous).

11/ Asset Register :

Council adopted the MTC Fixed Asset register as presented by Town Clerk but with the amendment that following recent correspondence with Powys it has become clear that only two bus shelters are owned by Machynlleth Town Council, namely the shelter outside the White Lion (powgdpj) and the shelter by the Wynnstay Arms (powgdtg). (Unanimous).

12/ Machynlleth Library and Ysgol Bro Hyddgen redevelopment :

Council asked Town Clerk to write to PCC in the strongest terms that the library must not move from its present site in the centre of town. (Unanimous – with one abstention due to a declaration of interest).

13/ Utilities contracts :

Council resolved that responsibility to select suppliers be delegated to the Clerk for the following utility contracts.

- Kennels Cottage
- Market Feed Pillar
- Public Conveniences (Rose garden)
- Town Clock.

(Unanimous)

14/ Equality and Diversity policy :

Council adopted the policy on Equality and Diversity as presented by the Clerk (Unanimous).

15/ Reports from nominated representatives on outside bodies :

16/ Correspondence :

- 16.1 Dyfi Valley Health - Covered under item 3 of this agenda.
- 16.2 Machynlleth Street Trees – Council asked the Clerk to arrange a walk through of the scheme on Wednesday 8th of March
- 16.3 Machynlleth Rugby Club – Council resolved that the Clerk should write to the Club explaining that we have to maximise bookings at the Plas to keep the precept down as low as possible and explaining that this booking is an indoor event and is expected to draw a different audience to the one who will attend the sevens (unanimous).
- 16.4 Mr Charlie Falzon - Council resolved to agree to administer any grants for the time being and asked the Clerk to prepare a proposed MoU and Heads of Terms for a lease to a future Council meeting along with the governing documents of the CIC to allow Council to make an informed decision.

Cllr K.Bryan and Cllr P.Jones left the meeting at 8pm.

17/ THE HEN STABLAU PROJECT :

The Clerk reported that the a contract to conduct emergency repair works to the Stablau fully funded by a grant from the Architectural Heritage Fund had been awarded in line with the grant conditions and following the tender process drawn up by our architect. The tender had been awarded to the lowest priced contractor.

18/ CLERK REPORT :

The Clerk updated the Council on matters which had arisen since the agenda was sent out.

It had been identified that the Allotments at the Plas had a tap fed off the water main to Cartref Dyfi. This would have to be removed to ensure that it was not possible for the water to Cartref Dyfi to become contaminated.

The Clerk and the Facilities Manager were preparing bids for grant funding to replace the boiler at the Plas as it was breaking down regularly and repair was becoming un economical. A new boiler would also be more efficient.

19/ INFORMATION FROM MEMBERS :

20/ ITEMS FOR THE NEXT AGENDA :

- An invitation will be sent to Mid Wales Tourism to attend the next Full Council Meeting and give a short presentation on their function and raise awareness of what they do.
- CIC and Hen Stablau as per item 17 of this agenda.

The Chairperson proposed that members of the press and public be excluded from the meeting during discussion of the following items as it is likely that exempt information, as defined in part 4, Schedule 12A, local government Act 1972, be coming to the fore.

21/ STAFFING ISSUES :

Town Clerk reported on staff annual appraisals and that a new member of staff has been recruited on a casual contract to work in the café.

22/ DATE OF THE NEXT MEETING WILL BE ON MONDAY 27th MARCH 2023 at 6.30pm in the Vane Tempest room at the Plas.

MINUTES OF THE CLIMATE ACTION PANEL MEETING OF MACHYNLLETH TOWN COUNCIL
on Monday March 6th 2023 at 5.30pm in the John Edwards room

PRESENT¹:

Cllr A. MacGarry, Cllr M. Williams, Cllr J. Honeybill, Cllr N. McCarten, Cllr Kim Bryan, Cllr Monika Atkins, Mr Andy Rowland, Mr John Cantor.

APOLOGIES :

Cllr J. Paige.

ALSO IN ATTENDANCE:

Dewi Jones (Town Clerk)

1/ ATTENDANCE AND APOLOGIES :

See list above.

2/ DECLARATION of INTERESTS :

None

3/ ENERGY MATTERS :

The panel received a written report from the Clerk on progress in relation to the above. Following a discussion the following points were agreed by the committee and where necessary submitted to Council for approval.

- **The Clerk will include a consideration of fitting a ground source heat pump in the options appraisal portion of the grant application.**
- **That an application be made to Windfall – The Mid Wales Community Energy Trust when considering the installation of PV panels.**

4/ BIO DIVERSITY

The panel received a written report from the Clerk in relation to the new hedge at the rugby club and the Bee Friendly Towns application.

After discussion it was agreed that the Clerk should call a meeting of interested parties to help with the Bee Friendly Town application.

5/ STAFF AND OFFICER TRAINING:

Following a brief report on the costs and content of a specific carbon literacy course for Town and Community Councillors and the minimum numbers which would be required by CAT for such a course to run it was decided that

Cllr Ann MacGarry and Cllr Kim Bryan would prepare a series of sessions on the topic starting with a "Climate Change 101" session and that all Councillors and Staff would be invited.

6/ DATE OF THE NEXT MEETING

5.30pm on Wednesday 10th of May.

¹ Those in bold are voting members of the Panel.

Machynlleth Town Council on Monday, 27th March 2023.

1. Purpose of this Report:

To report on county council matters.

2. Press/Media Releases (21-2-23 to 1-3-23):

2.1 Private fostering (21st February):

Looking after someone else's child? That could be a private fostering arrangement and you need to let us know so that we can support you.

Private fostering is when a child under 16 (or under 18 if disabled) is looked after in the home of someone who is not a close relative or guardian, for more than 28 days.

The arrangement is made between the child's birth parents and the proposed carer, and often comes about as a positive response to a family's difficult circumstances; but the child's welfare must always come first. So we need to be satisfied that the welfare of the child who is, or will be, privately fostered is being satisfactorily safeguarded and promoted.

If you are aware of an arrangement taking place, we ask that you please get in touch so we can provide help and support to those families.

Please contact Children's Services Front Door via, email – csfrontdoor@powys.gov.uk

Telephone 01597 827666 (office hours) 0845 054 4847 (out of hours).

For more information on private fostering, please visit

<https://en.powys.gov.uk/privatefostering>

2.2 Rogue traders target powys residents and businesses (21st February):

Residents and businesses in Powys are being warned by the county council that a team of rogue traders are in the county offering to tarmac people's driveways.

The warning has been issued by Powys County Council's Trading Standards Service to ensure residents and businesses are not conned out of money by the rogue traders.

The service has received reports that rogue traders are claiming to have surplus tarmac left over from work they are carrying out for the county council.

The council's Trading Standards Service also has examples of some cold callers that are unqualified people, who charge extortionate amounts of money for little or no work with prices also being very misleading. They usually demand immediate payment while practice methods are aimed for not being traced.

If potential customers do decide to employ an unknown tradesperson, the council's Trading Standards Service advise is:

- Check the traders' credentials, particularly any phone number given.
- Ask friends or neighbours if they have heard of the firm, and if local, check to ensure their premises are where they say they are.
- Ask the trader for references, and if possible, view an example of their work.
- It is advisable to use a trader who is a member of a trade association, but check the claim with the trade body before employing them.
- Ask for a written quotation before going ahead. Make sure the traders name and address is on it and that the price for the work is clear.
- Keep a note of any vehicle details including the registration number.
- Never part with money until the work is completed to your satisfaction. Always try to pay by cheque or credit card – never be persuaded into going to the bank or building society to withdraw cash.

Legislation requires cold callers to give consumers a 'cancellation notice', giving them 14 days to cancel the contract made for any work over £42. Failure to issue a cancellation notice in the correct manner is a criminal offence.

Anyone who thinks they may be a victim or thinks someone they know may have been, should get in touch with Citizens Advice consumer helpline number free on 0808 223 1133 or to contact a Welsh-speaking advisor call 0808 223 1144.

2.3 Balanced budget approved (23rd February):

A balanced budget, which will see investment for key services, including schools, has been approved.

Despite unprecedented economic conditions, the Full Council of Powys County Council has today (Thursday 23rd February) approved spending plans of more than £326 million for 2023/24.

The spending plans will be financed by a combination of funding from the Welsh Government and a below inflation increase in Council Tax.

The 5% increase in Council Tax, which is split between 1.2% Fire Authority Levy and 3.8% for the county council, will cost the average Band D Council Tax payer an extra £1.40 per week. Band D properties will now be charged £1,524.45 Council Tax.

The figure does not include town and community council and police precepts which will be included when the Council Tax has final approval next month (March).

2.4 Corporate and Strategic Equality Plan approved (23rd February):

The new Corporate and Strategic Equality Plan 2023-2027 has been approved by full council. The document sets out the well-being priorities for Powys County Council for the next five years and what action is needed to deliver them.

Cllr. James Gibson-Watt, Leader of the Council and Cllr. Matthew Dorrance, Deputy Leader of the Council, said: "We are pleased to announce the publication of the most important plan for the county council for the next five years.

"It is the first corporate plan to be published in support of our new ambition to build a 'Stronger, Fairer, Greener Powys'. People are the heart of Powys, and we would like to thank everyone that took part in the public consultation and helped to develop our plan.

"Our new objectives, detailed in the plan, focus on areas that we can improve or develop to make people's lives better, both as individuals and as communities. The Corporate and Strategic Equality Plan 2023-2027 will be published on the council's website on 1st April.

2.5 More members needed for the Powys Local Access Forum (28th February):

Powys County Council is inviting residents to put themselves forward to become a member of the Powys Local Access Forum (LAF) and play an important role in influencing the council's work looking after public rights of way and greenspace in the county.

If you have an interest in countryside access – whether thanks in getting out and about, land management or nature conservation – your experience and understanding can help the council to shape its countryside access work. Powys has an important network of footpaths and rights of way which everyone should be able to access easily.

The forum meets between two and four times a year and attendance can be in person or virtual. Over the last three years, the Local Access Forum has helped the council to shape its annual work programme, supported by a variety of grants and taken an advisory role in a number of countryside access projects, including:

- The Canals, Communities and Well-being project, due for completion in summer 2023 and funded through the Welsh Government Enabling Natural Resources and Well-being (ENRaW) grant.
- A Shared Prosperity funded project, to enhance signage on public rights of way with volunteer support, running until March 2025.

If you would like to receive an application pack, please contact the Secretary to the Local Access Forum: Sian Barnes, Powys County Council, Gwalia Offices, Ithon Road, Llandrindod Wells, Powys, LD1 6AA. 01597 827500. rightsofway@powys.gov.uk
The deadline for applications is 30th March 2023.

2.6 Applications open for Early Years admissions (1st March):

Applications are now open for children due to start pre-school in 2024, Powys County Council has said. Parents or carers of children born between 1st September 2020 and 31st August 2021 can apply for a place in an early years setting ready to start in 2024. Applications must be completed and submitted by Friday, 31st March 2023.

The Welsh Government funds the council to ensure that all children in Powys have access to free part-time early years education from the beginning of the term following the child's third birthday.

Each qualifying child can receive a maximum of ten hours per week of funded early years education if they attend an approved pre-school education setting.

Children eligible for free part-time education will only receive the funded place if they are attending an approved funded pre-school education setting.

If you have any queries or are having problems completing or submitting the application, please contact the Admissions Team on 01597 826449 or email preschooladmissions@powys.gov.uk

3. Meeting of the County Council on Thursday, 2nd March 2023:

3.1 Council Tax 2023/24:

Resolved: that Council Tax for the financial year 2023/24 be increased by £72.59 (5.00%) to give a charge of £1,524.45 (£1,451.86 in 2022/23) for Band D properties. After adding the Dyfed-Powys Police precept of £312.65 (£290.16 in 2022/23), an increase of £22.49 (7.75%), and the Machynlleth Town Council precept of £351.23 (£244.59 in 2022/23), an increase of £106.64 (43.60%), the total charge for Band D properties will be £2,188.33 (£1,986.61 in 22/23), an increase of £201.72 (10.15%).

Insofar as concerns Machynlleth, the Council Tax Bands A to I are shown in the table below.

Authority	Band A	Band B	Band C	Band D	Band E
Powys C. C.	£1,016.30	£1,185.68	£1,355.07	£1,524.45	£1,863.22
Police	208.43	243.17	277.91	312.65	382.13
Mach T. C.	234.16	273.18	312.20	351.23	429.28
Total	£1,458.89	£1,702.03	£1,945.18	£2,188.33	£2,674.63
Authority	Band F	Band G	Band H	Band I	
Powys C. C.	£2,201.98	£2,540.75	£3,048.90	£3,557.05	
Police	451.61	521.08	625.30	729.52	
Mach T. C.	507.33	585.39	702.46	819.53	
Total	£3,160.92	£3,647.22	£4,376.66	£5,106.10	

The voting figures for the Council Tax Resolution for 2023/24 was 48 for, 3 against and 11 abstentions.

For the information of councillors, the Machynlleth Town Council precept for 2023/24 is £316,907.80 (£217,704.66 in 2022/23). The tax base for Machynlleth is 902.28 equivalent Band D properties (890.08 in 2022/23) – the new Band D charge is calculated as £316,907.80 divided by 902.28 = £351.23 Band D charge (£244.59 in 2022/23, an increase of 45.57%).

3.2 Notice of Motion:

The Council resolved to support a notice of motion, which was proposed by Cllr. Elwyn Vaughan and seconded by Cllr. Brian Davies, to greatly enhance the number of Welsh speakers in Powys.

Cynnig Iaith 2023/2023 Language Proposal: for 49, against nil, abstain 3.
(Please note as the notice of motion is very detailed, please let me know if you want me to email the paper).

4. Media/Press Releases (3-3-23 to 10-3-23):

4.1 Animal health prosecution success (3rd March):

Falsely identifying sheep and providing false information on sheep movement reporting documentation has cost a Powys man over £2,300 after they were prosecuted by the county council. Daniel Price of Oakfield, Dolau was prosecuted by Powys County Council's Animal Health Team for the offences.

Price, who pleaded guilty to four offences under the Animal Health Act 1981 and asked for 17 other charges to be taken into consideration, appeared before Llandrindod Wells Magistrates Courts on 1st March 2023 and was fined £1,200 for the offence. He was ordered to pay £1,000 costs and a £120 victim surcharge.

The court heard that in February, Price provided false information on sheep movement reporting documentation and that in September 2020 and December 2020, he falsely identified a total of 39 sheep.

Price also failed to notify EID Cymru, an electronic system to record livestock movements in Wales, of the movement of two sheep, the court was told.

4.2 Preparation work for Machynlleth's new street trees to begin (6th March):

Preparation work in readiness for the planting of 27 new trees in the autumn, on the streets of Machynlleth town centre will begin this week.

Following last year's engagement exercise and the subsequent removal of some of the existing trees, work to begin improving to conditions of the remaining and the planned new trees along Heol Maengwyn (A489), Heol Penrallt and Heol Pentrerhedyn (A487) will begin this week (week commencing 6th March).

Work will include improving the street surfaces and the planting conditions of the remaining trees as well as creating underground planting pits for the 27 new trees which will be planted in the autumn. The majority of the activity will take place on or around the pavements and planting areas and will be undertaken in small areas at a time to minimise any disruption. Access to shops and properties will be maintained at all times.

4.3 Recruitment events for residential care jobs (8th March):

Powys County Council are looking for care staff to work in residential homes to support children and young people. Come along to one of the recruitment events to find out more about working in our residential homes.

The events are a chance for those interested in the roles to find out about current job opportunities and to ask questions to our friendly team. Our staff will also be on hand to guide and help you to complete your application form.

We welcome anyone interested in a caring career to come along, whether you are starting out in your career, have experience, or looking for a new challenge.

By working with us, you will play a part in making a positive difference to the lives of young people in this specialist area of residential care and supporting children and young people in Powys.

We offer great employee benefits including excellent rates of pay and great training and development opportunities. There are job opportunities for qualified care staff, senior care staff as well as individuals with experience with working with children and young people and those who wish to work towards their QCF qualifications.

4.4 Calling all Powys litter heroes (9th March):

Communities in Powys are being urged to join Spring Clean Cymru 2023 and help pick up the litter that blights our local environment.

Powys County Council is working with Keep Wales Tidy to support Spring Clean Cymru. Together they are calling on individuals, families, community groups, schools and businesses to get involved between 17th March and 2nd April.

Last year's campaign was the biggest ever, with an incredible 17,000 volunteers taking part in 364 clean-ups across the country. Keep Wales Tidy are hoping to beat this total and make 2023 their most successful spring clean yet.

Spring Clean Cymru is part of Caru Cymru (a Welsh phrase meaning Love Wales) – Keep Wales Tidy's biggest ever initiative to eradicate litter and waste.

Caru Cymru has received funding through the Welsh Government Rural Communities – Rural Development Programme 2014-2020, which is funded by the European Agricultural Fund for Rural Development and the Welsh Government.

To take part in Spring Clean Cymru, visit the Keep Wales Tidy website: www.keepwalestidy.cymru

4.5 Open call for Mid Wales Shared Prosperity Fund applicants (9th March):

Powys County Council and Ceredigion County Council are pleased to announce that organisations in the region can soon submit their applications for the UK Shared Prosperity Fund (UKSPF) in Mid Wales.

From 20th March, projects operating in the local authority areas of Powys and Ceredigion can present their outline applications for funding in a series of two open funding calls.

Interested parties considering the fund can attend a webinar on 16th March to find out more and what steps are needed to apply for it.

In December 2022, the Mid Wales region's application for the UKSPF was approved, enabling access to the £42.4 million which has been allocated to invest in the region between now and March 2025.

The UKSPF will support the Levelling Up objectives, that seek to:

- Boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging.
- Spread opportunities and improve public services, especially in those places where they are weakest.
- Restore a sense of community, local pride and belonging, especially in those places where they have been lost.
- Empower local leaders and communities, especially in those places lacking local agency.
- Through the Multiply Programme, increase levels of functional numeracy in the adult population.

Please note that the local authority areas of Powys and Ceredigion are in receipt of individual allocations for the UKSPF. If you intend submitting a regional bid, please contact both authorities to discuss further.

4.6 Cabinet approves rate relief scheme for retail, leisure and hospitality businesses (10th March):

The Business Rates Retail and Hospitality Rates Relief scheme for the financial year 2023/24, which will be administered by Powys County Council, was adopted by the Cabinet on 7th March. The scheme will support Powys businesses recovering from the impacts of the pandemic and the ongoing economic challenges including high inflation rates.

The Welsh Government scheme is offering eligible occupied businesses a discount of 75% on the business rates bill for a property. The scheme will apply to all eligible ratepayers with a relief cap for all your business properties up to a £110,000.

The council will receive funding of up to £4.9 million in the way of a Welsh Government grant for the scheme. It is estimated that 900 businesses in Powys may be entitled to the 75% rates relief.

The business must be in the retail, leisure, hospitality or tourism sectors, for example shops. Pubs and restaurants, gyms, performance venues and hotels.

The rate relief scheme will be available for the 1st April 2023 until 31st March 2024. Businesses who meet the eligibility criteria must apply for this rate relief.

Further information on the scheme, including the application form and how to apply, can be found online at Business Rates: Retail, Leisure and Hospitality Rates Relief 2023.

5. Meeting of the Planning Committee on Thursday, 16th March 2023:

5.1 Planning Decisions of the Head of Regeneration, Property and Commissioning on Delegated Applications. (Date of Decision Brackets):

- a) Application Number 22/1991/FUL: Removal of existing access ramp, alterations and improvements to pedestrian access area and alterations to fenestrations, to provide disabled access, Y Plas Community Centre, Machynlleth – Approve (24-2-23).
- b) Application Number 22/2139/HH: Erection of an extension to provide a swimming pool, Hen Stablau, Tanrallt Road, Machynlleth – Approve (24-2-23).

.....

County/Town Councillor J. Michael Williams.
March 2023.

List of Invoices For Payment
17th February to 19th March 2023
Correct to end of day on 19/3/2023.

Dyddiad Talu / Payment Date	Enw / Name	Rhif TAW / VAT Number	Linell Gyllidol / Budget Line	Manylion / Particulars	Swm /Amount	Sylwadau / Observations	O dan pa rym y gwnaethpwyd y gwarant / spent under which local government power.
Paid by Direct Debit							
25/03/2023	Castell howell Foods Ltd			food/beverages supplies for Caffi Y Plas	£ 3,999.38		
06/03/2023	Barclays BK charges			BK charges & commissions	£ 37.72		
21/03/2023	BNP Paribas			monthly lease coffee machine	£ 221.83		
30/03/2023	LAS Recycling			waste disposal/recycling	£ 414.32		
27/02/2023	PEAC Finance Ltd			photocopier leasing (Feb.>May 2023)	£ 478.80		
24/03/2023	Rjio42			coffee beans/chocolate supplies for Caffi Y Plas	£ 115.80		
01/03/2023	Rjio42			coffee beans/chocolate supplies for Caffi Y Plas	£ 109.32		
15/03/2023	Sage			accounting software technical support	£ 129.90		
07/03/2023	SEFE Energy			Plas gas (Jan.2023)	£ 2,919.46		
23/03/2023	SSE Southern electric			Plas electricity (Feb.2023)	£ 1,499.31		
24/02/2023	Total Energies			Hen Stablau electricity (Jan.2023)	£ 7.16		
07/03/2023	Total Energies			Canpark loos electricity (Feb.2023)	£ 534.79		
07/03/2023	Total Energies			Building by Remembrance garden electricity (Feb.2023)	£ 6.76		
24/02/2023	Total Energies			Town clock electricity (Jan.2023)	£ 51.68		
15/03/2023	Tower Leasing			Quarterly lease franking machine	£ 89.34		
03/03/2023	Xero			accounting software technical support	£ 39.60		
Paid under delegated powers before council meeting of 27/3/2023							
27/02/2023	Caterspeed			Display cookie jars for Caffi Y Plas	£ 36.08		
01/03/2023	Paul Jarman			repairs to strimmers	£ 205.00		
03/03/2023	BT			telephone/internet services	£ 178.89		
08/03/2023	BT			telephone/internet services	£ 304.80		
08/03/2023	Rochdale Signs-Safety Labels			"No dog fouling" stickers	£ 107.40		
To be authorised for payment on 28/3/2023							
14/2/2023	Abbot Fire Group Ltd			fire suppression system service (Kitchen Caffi Y Plas)	£ 586.75		
24/2/2023	Coed Dyfi Timber & Construction Ltd			repairs to roof on hall & back kitchen door	£ 492.96		
10/3/2023	CPC Pest Control			pest & rodents control (Caffi/Plas)	£ 980.00		
22/2/2023	Davies & Evans			clearing and repair work Hen Stablau	£ 20,712.00		
15/2/2023	Dyfed Alarms			repair to intruder alarm	£ 24.00		
26/2/2023	Dyfi Plumbing & Heating			service to gas boiler	£ 384.00		
20/2/2023	Dyfi Roastery			coffee beans supplies for Caffi Y Plas	£ 89.60		
1/3/2023	Emerdale Consulting			Plas Fund final report	£ 1,425.12		
16/2/2023	Gwynedd Cash Register			Caffi till lease (April>June)	£ 270.00		
17/2/2023	Initial			janitorial supplies	£ 217.85		
13/3/2023	James Hallam			Insurance added premium Hen Stablau	£ 392.00		
1/3/2023	MWT Cymru			2023 subs to MidWales Tourism	£ 126.00		
7/3/2023	Planning Aid Wales			Training (Planning-Clr McGarry)	£ 40.00		
20/3/2023	Shaw Healthcare			cap off unauthorised water connection	£ 300.00		
28/2/2023	The Store			various for maintenance	£ 148.85		
28/2/2023	WR Partners			February payroll processing	£ 58.80		
TOTAL					£ 37,735.27		

Cyflogau / Wages

Mis / Month	Enw / Name	Swm / Sum
28/02/2023	February wages	£ 12,369.84

Cyfraniadau Pensiwn / Pension Contributions

08/03/2023	Feb.payroll PCC Pens	£ 3,563.82
------------	----------------------	------------

Cyfraniadau HMRC / HMRC Contributions

08/03/2023	Feb.payroll PAYE	£ 2,398.28
------------	------------------	------------

total income	£ 13,919.20
total expenditure	-£ 56,067.21
var +/-	-£ 42,148.01

Incwm / Income

Gan Bwy / From

Penalty for broken Xmas lights
Barclays Loyalty rewards
buffets
café cash takings
ground/land rent
Hall hire
market stall fees
Office rental
printing/postage/photocopying service
recharges to tenants
room hire
Worldpay café credcard takings
Amex café

Swm / Sum (£)
£ 100.00
£ 7.31
£ 1,324.00
£ 1,589.03
£ 480.00
£ 1,275.00
£ 405.00
£ 2,393.00
£ 50.00
£ 899.34
£ 994.15
£ 4,395.26
£ 7.11
TOTAL £ 13,919.20

ALL income as at end of day on 19/3/2023



Investment Strategy 2023-24

Background

All community and town councils are required to have due regard to guidance¹ on investments issued by the Welsh Government.

The guidance requires that the Council

- Gives priority to liquidity and security rather than to yield for any investments the Council undertakes.
- Agrees its Annual Investment Strategy before the start of the financial year
- Agrees appropriate limits for each category of investments it plans to carry out
- Ensures that all investments are in Sterling

Machynlleth Town Council Investment Policy

The Council recognises the importance of prudently investing any surplus funds held on behalf of the community.

In making investment decisions, the Council will follow the Welsh Assembly Government's guidelines and will prioritise liquidity and security over yield.

Having regard to the sums to be invested, the Council will not engage Treasury Management advisers

All investments made by the Council will be in Sterling

The Council will not borrow monies for the purpose of making investments or to lend and make a return.

The Council will not invest with organisations known to support organisations with unethical practices such as child or forced labour, deforestation, animal cruelty, disregard of health & safety, equality or environmental regulations.

With regard to the sums to be invested and the small amount of any likely surplus on the Council's Receipts and Payments account, the Council will only invest its surpluses in short term, instant or short (less than six months notice) accounts of financial institutions which have credit ratings of BBB and above.

Subject to the above, the Council will seek to maximise the return on its investments

The Council will review this strategy annually.

¹<https://gov.wales/sites/default/files/publications/2019-11/statutory-guidance-on-local-government-investments.pdf>



CYNLLUN IAITH GYMRAEG CYNGOR TREF MACHYNLLETH		MACHYNLLETH TOWN COUNCIL'S WELSH LANGUAGE SCHEME	
Mae Cyngor Tref Machynlleth wedi mabwysiadu'r egwyddor, wrth gynnal busnes cyhoeddus yng Nghymru, y bydd yn trin y Gymraeg â'r Saesneg ar y sail eu bod yn gyfartal. Mae'r cynllun hwn yn nodi sut y bydd y Cyngor yn gweithredu'r egwyddor honno wrth ddarparu gwasanaethau i'r cyhoedd ym Machynlleth.		1	Machynlleth Town Council has adopted the principle that in the conduct of public business in Wales it will treat Welsh and English on a basis of equality. This scheme sets out how the Council will implement that principle in the provision of services to the public in Machynlleth.
Mae'r Cyngor yn cydnabod y gall aelodau'r cyhoedd fynegi eu barn a'u hanghenion yn well yn eu dewis iaith, mai mater o arfer da yn hytrach na goddefgarwch yw eu galluogi i ddefnyddio'u dewis iaith ac y gall gwadu'r hawl i ddefnyddio eu dewis iaith eu rhoi mewn sefyllfa anafanteisiol. Bydd y Cyngor felly yn cynnig i'r cyhoedd yr hawl i ddewis pa iaith i'w ddefnyddio wrth ymdrin ag ef.		2	The Council recognises that members of the public can express their views and needs better in their preferred language, that enabling them to use their preferred language is a matter of good practice rather than a concession and that the denial of that right could place members of the public at a real disadvantage. The Council will therefore offer the public the right to choose which language to use in dealings with the Council.
Nod y Cyngor mewn perthynas â'r Cynllun hwn yw: <ul style="list-style-type: none">galluogi pawb sydd yn defnyddio gwasanaeth neu drafod gyda'r Cyngor neu'n cyfrannu at y broses ddemocrataidd i wneud hyn trwy gyfrwng y Gymraeg neu'r Saesneg yn ôl dewis personol yr unigolyn.hyrwyddo'r defnydd o'r Gymraeg yn y gymuned.annog eraill i hyrwyddo a defnyddio'r Gymraeg yn y gymuned.		3	In relation to this Scheme, the Council aims: <ul style="list-style-type: none">to enable everyone who receives or uses the Council's services or contributes to the democratic process to do so through the medium of Welsh or English, according to personal choice.to encourage the use of the Welsh language in the community.to encourage others to use the Welsh language in the community.
Ymhlith prif ddyletswyddau'r Cyngor mae: <ul style="list-style-type: none">ystyried materion cynllunio;awgrymu gwelliannau yn ymwneud â phriffyrdd;cydweithio â'r heddlu i ddiogelu'r gymuned;darparu addurniadau Nadolig yn flynyddol;rhoi cymorth ariannol i nifer o fudiadau gwirfoddol ac elusennol;		4	Amongst the Council's main duties are: <ul style="list-style-type: none">consider planning matters;suggest improvements regarding highways;work with the police to safeguard the community;provide Christmas decorations every year;provide financial assistance for various voluntary organisations and charities;

<ul style="list-style-type: none"> ○ gofalu am seddau eistedd a byrddau arddangos cyhoeddus; ○ gofalu am tiroedd ac adeilad y Plas ○ gofalu am rhai cysgodfannau bws ○ penodi cynrychiolwyr ar nifer o gyrff lleol ac allanol. 	<ul style="list-style-type: none"> ○ look after public seating and notice boards; ○ Care for and maintain the Plas Building and grounds. ○ Maintain some bus shelters ○ appoint representatives to numerous local and outside bodies.
<p>Mae gan y Cyngor 12 o aelodau etholedig, ac mae'r Clerc yn gweithio'n rhan amser.</p> <p>Mae nifer o grwpiau cymdeithasol, diwylliannol a chymunedol yn chwarae rhan flaenllaw ym mywyd yr ardal. Mae'r Cyngor yn gweithio i hyrwyddo datblygiadau cymunedol a gweithgareddau cymdeithasol gan ymateb i anghenion lleol er mwyn gwella safonau byw yn yr ardal.</p>	<p>5</p> <p>The Council has 12 elected members, and the Clerk works part time.</p> <p>There are a number of social, cultural and community groups that play a prominent part in the life of the community. The Council is working to promote community development and social activities and respond to local needs to improve the living standards in the area.</p>
<p>Polisiau a mentrau</p> <p>Wrth lunio neu ystyried polisiau a mentrau newydd, bydd y Cyngor yn:</p> <ul style="list-style-type: none"> ○ asesu eu heffaith ieithyddol gan ofalu eu bod yn gyson â'r Cynllun Iaith; ○ hyrwyddo a hwyluso defnyddio'r Gymraeg pryd bynnag y bydd hynny'n bosibl, ac yn symud yn nes at weithredu'r egwyddor o gydraddoldeb yn llawn bob cyfle a ddaw; ○ ymgynghori â Chomisïynydd y Gymraeg ymlaen llaw ynglŷn ag unrhyw fwrriad fyddai'n effeithio ar y Cynllun hwn, neu Gynllun unrhyw gorff cyhoeddus arall. Ni newidir y Cynllun hwn heb gytundeb y Comisiynydd ymlaen llaw; ○ sicrhau bod y sawl sydd yn ymwneud â llunio polisiau yn ymwybodol o'r Cynllun ac o gyfrifoldebau'r Cyngor o dan Deddf yr Iaith Gymraeg 1993 a Mesur y Gymraeg (Cymru) 2011; ○ sicrhau y bydd mesurau yn y Cynllun yn cael eu gweithredu wrth roi polisiau a mentrau newydd ar waith. 	<p>6</p> <p>Policies and initiatives</p> <p>In devising new policies and initiatives the Council will:</p> <ul style="list-style-type: none"> ○ assess their linguistic effect and ensure that they are consistent with the Welsh Language Scheme; ○ promote and facilitate the use of Welsh wherever possible and will move closer to implementing the principle of equality fully at every opportunity; ○ consult with the Welsh Language Commissioner in advance regarding proposals that will affect the scheme, or the scheme of any other public body. The scheme will not be altered without the Commissioner's agreement; ○ ensure that those involved in formulating policy will be aware of the Scheme, and of the Council's responsibilities under the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011; ○ ensure that the measures contained in the Scheme are applied to new policies and initiatives when they are implemented.
<ul style="list-style-type: none"> ○ Pan ymgynghorir â'r Cyngor ar geisiadau cynllunio, bydd 	<ul style="list-style-type: none"> ○ When the Council is consulted on planning applications,

<p>y Cyngor yn annog ymgeiswyr i godi arwyddion dwyieithog bilingually ar safleoedd megis swyddfeydd, busnesau a siopau ac archfarchnadoedd drwy gyfeirio at natur ieithyddol yr ardal.</p> <ul style="list-style-type: none"> ○ Pan ymgynghorir â'r Cyngor ynglŷn ag enwau strydoedd, datblygiadau ac ystadau newydd bydd y Cyngor yn cefnogi defnyddio enwau Cymraeg ○ Lle mai dim ond mân wahanïaeth sydd rhwng y sillafiad Cymraeg â'r Saesneg o enw lle, stryd, ward, neu gymuned bydd y Cyngor yn cefnogi mabwysiadu'r ffurf Gymraeg. 	<p>the Council will encourage applicants to erect signs in bilingually in locations such as offices, businesses and shops and supermarkets by referring to the linguistic nature of the area.</p> <ul style="list-style-type: none"> ○ When the Council is consulted on the naming of streets, developments and new estates, the Council will support the use of – Welsh names. ○ Where only minor differences exist between the Welsh and English spelling of place, street, ward, or community names, the Council will support the adoption of the Welsh version.
<p>Safonau ansawdd</p> <ul style="list-style-type: none"> ○ Bydd y Cyngor yn darparu gwasanaeth o'r un safon uchel ac yr un mor brydlon yn y ddwy iaith. 	<p>Standards of quality</p> <ul style="list-style-type: none"> ○ Services provided in English or Welsh will be of an equally high standard and equally prompt.
<p>Ymdrin â'r cyhoedd sydd yn siarad Cymraeg Gohebu ysgrifenedig (post ac e-bost)</p> <ul style="list-style-type: none"> ○ Bydd y Cyngor yn croesawu gohebiaeth yn y Gymraeg neu'r Saesneg. ○ Ni fydd ateb gohebiaeth trwy gyfrwng y Gymraeg yn achosi oedi. ○ Os derbynnir gohebiaeth yn y Gymraeg caiff ei ateb yn Gymraeg. ○ Bydd gohebiaeth yn dilyn sgwrs ffôn neu wyneb yn wyneb neu gyfarfod lle sefydlwyd mai'r Gymraeg yw dewis iaith person yn Gymraeg, er mae'n bosibl na chynhaliwyd y drafodaeth yn y Gymraeg. ○ Dechreuir pob gohebiaeth ag aelod o'r cyhoedd yn ei dewis/ddewis iaith lle bo hynny'n hysbys. 	<p>Dealing with the Welsh-speaking public Written communication (mail and e-mail)</p> <ul style="list-style-type: none"> ○ The Council will welcome correspondence in either English or Welsh. ○ Correspondence through the medium of Welsh will not in itself lead to any delay ○ Every letter received in Welsh will be answered in Welsh. ○ All correspondence following a telephone or face-to-face conversation in Welsh or a meeting where it was established that Welsh is the preferred language of the person, although the discussion may not have been held through the medium of Welsh, will be in Welsh. ○ All correspondence with a member of the public will be initiated in his/her preferred language if known.

<ul style="list-style-type: none"> ○ Bydd pob cylchlythyr a llythyr safonol i'r cyhoedd yn ddwyieithog. 		<ul style="list-style-type: none"> ○ All circular or standard letters to the public will be bilingual.
Cyfathrebu dros y ffôn		
<ul style="list-style-type: none"> ○ Bydd y Clerc yn rhoi cyfarchiad dwyieithog ac yn croesawu galwadau ffôn i'r swyddfa yn Gymraeg. 	9	Telephone calls <ul style="list-style-type: none"> ○ The Clerk will give a bilingual greeting and will welcome telephone calls to the office in Welsh.
<ul style="list-style-type: none"> ○ Pan ddaw swydd y Clerc yn wag bydd y Cyngor yn ei hysbysebu gan nodi fod sgiliau dwyieithog yn hanfodol er mwyn i'r Cyngor allu cynnig gwasanaeth dwyieithog i'r cyhoedd. 		<ul style="list-style-type: none"> ○ When the Clerk's post becomes vacant it will be advertised confirming that bilingual skills will be essential so that the Council can offer a bilingual service to the public.
Cyfarfodydd cyhoeddus a drefnir gan neu ar ran y Cyngor		
<ul style="list-style-type: none"> ○ Croesewir cyfraniadau yn y Gymraeg neu'r Saesneg mewn cyfarfodydd cyhoeddus a gynhelir gan y Cyngor. Gwneir hyn yn glir yn y papurau sy'n galw neu'n hysbysebu'r cyfarfod. 	10	Public meetings organised by or on behalf of the Council <ul style="list-style-type: none"> ○ Contributions are welcomed in either Welsh or English at public meetings held by the Council. This will be stated clearly in the notices that inform or publicise the meeting.
<ul style="list-style-type: none"> ○ Bydd unrhyw gyfarfod cyhoeddus a gynullir i drafod y Gymraeg, addysg Gymraeg, treth y Cyngor neu wybodaeth am etholiad/isetholiad lleol yn ddwyieithog. 		<ul style="list-style-type: none"> ○ Any public meeting that is held to discuss the Welsh Language, Welsh medium education, Council Tax or any information regarding local elections/by-elections will be bilingual.
<ul style="list-style-type: none"> ○ Bydd pob cyhoeddusrwydd am gyfarfod cyhoeddus o'r fath yn ddwyieithog. 		<ul style="list-style-type: none"> ○ All publicity for public meetings will be bilingual.
<ul style="list-style-type: none"> ○ Os yw'n hysbys ar gychwyn y cyfarfod bod pawb sy'n bresennol yn siarad Gymraeg, cynhelir y cyfarfod yn Gymraeg. 		<ul style="list-style-type: none"> ○ If it is evident at the beginning of a meeting that all those present speak Welsh, the meeting will be held in Welsh.
<ul style="list-style-type: none"> ○ Bydd y Cyngor yn darparu offer cyfieithu ar gyfer y di-Gymraeg, yn ôl y galw, mewn cyfarfod cyhoeddus a drefnir gan neu ar ran y Cyngor. 		<ul style="list-style-type: none"> ○ The Council will provide translation facilities for non Welsh-speakers, according to need, for public meetings arranged by or on behalf of the Council.
<ul style="list-style-type: none"> ○ Wrth gychwyn y cyfarfod, bydd y Cadeirydd yn dwyn sylw mynychwyr at wasanaeth cyfieithu ar y pryd pan fo ar gael. 		<ul style="list-style-type: none"> ○ At the start of the meeting, the Chair shall draw attendees' attention to interpretation services when available.
<ul style="list-style-type: none"> ○ Bydd rhai siaradwr/wyr allweddol yn gwneud defnydd o'r Gymraeg mewn cyfarfodydd cyhoeddus a drefnir gan neu ar ran y Cyngor. 		<ul style="list-style-type: none"> ○ Some key speaker/s will use Welsh in public meetings arranged by or on behalf of the Council.
<ul style="list-style-type: none"> ○ Bydd o leiaf un swyddog neu aelod etholedig yn 		<ul style="list-style-type: none"> ○ At least – one staff Member or Elected Member will be

<p>bresennol mewn cyfarfodydd cyhoeddus i groesawu'r cyhoedd ac i ddelio ag ymholiadau, cwestiynau neu sylwadau yn Gymraeg.</p> <ul style="list-style-type: none"> Bydd unrhyw ddeunydd ysgrifenedig megis taflenni neu sleidiau sy'n cael eu defnyddio mewn cyfarfod cyhoeddus sy'n trafod y Gymraeg, addysg Gymraeg, treth y Cyngor neu wybodaeth am etholiad/isetholiad lleol yn ddwyieithog. 	<p>present at public meetings to welcome the public and to deal with enquiries, questions or comments in Welsh.</p> <ul style="list-style-type: none"> Any written materials such as leaflets or acetates that are used in public meetings about the Welsh language, Welsh medium education, Council Tax or information about local elections/by-elections will be bilingual.
<p>Cyfarfod arferol y Cyngor</p>	
<p>Bydd pob hysbysiad a Rhaglen o gyfarfodydd y Cyngor yn ddwyieithog.</p> <ul style="list-style-type: none"> Bydd y cofnodion yn ddwyieithog. 	<p>11 Ordinary Council meetings</p> <ul style="list-style-type: none"> The notice and Agenda for the Council's meetings will be bilingual. The minutes will be bilingual.
<p>Cyfarfodydd wyneb yn wyneb gyda'r cyhoedd</p>	
<p>Pan fo Clerc ac Aelodau yn ddwyieithog, bydd y Cyngor yn croesawu cyfarfodydd gyda'r cyhoedd yn y Gymraeg neu'r Saesneg, ac yn gofalu fod trefniadau yn cael eu gwneud i alluogi unrhyw aelod o'r cyhoedd sy'n dymuno gwneud hynny i drafod materion yn y Gymraeg gyda'r Clerc.</p>	<p>12 Face-to-Face meetings with the public</p> <ul style="list-style-type: none"> When the Clerk and Members are bilingual, the Council will welcome meetings with the public in either Welsh or English, and will ensure that appropriate arrangements are taken to enable any member of the public to discuss matters with the Clerk in Welsh should they wish to do so.
<p>Pan nad yw'r Clerc yn ddwyieithog, ond o leiaf rhai o'r aelodau yn ddwyieithog ac yn barod i gyfarfod ag aelod o'r cyhoedd sydd eisiau trafod yn Gymraeg, bydd y Cyngor yn croesawu cyfarfodydd gyda'r cyhoedd yn y Gymraeg neu'r Saesneg, a bydd y Clerc yn gofalu fod trefniadau yn cael eu gwneud i alluogi unrhyw aelod o'r cyhoedd sydd eisiau trafod materion yn y Gymraeg i wneud hynny gydag aelod dwyieithog o'r Cyngor.</p>	<ul style="list-style-type: none"> When the Clerk does not speak Welsh, but at least some Members are bilingual and are willing to meet with members of the public who wish to discuss matters in Welsh, the Council welcomes meetings with the public in either Welsh or English, and the Clerk will ensure that appropriate arrangements are taken to enable any member of the public who wishes to discuss matters in Welsh to do so with a bilingual Member of the Council.
<p>Pan na all y Clerc na'r Aelodau siarad Cymraeg nid yw'r Cyngor yn gallu cynnig cyfarfodydd wyneb yn wyneb gyda'r cyhoedd yn Gymraeg. Er hynny, pan fo aelod o'r cyhoedd yn cysylltu â'r Cyngor yn dymuno siarad Cymraeg, bydd y Clerc yn esbonio'r sefyllfa yn garedig a</p>	<ul style="list-style-type: none"> When the Clerk and Members don't speak Welsh, the Council cannot provide face-to-face meetings with members of the public in Welsh. However when a member of the public contacts the Council wishing to speak Welsh, the Clerk will politely explain the situation

chynnig y cyfle i'r unigolyn i drafod y mater yn Saesneg neu anfon ei ymholiad yn ysgrifenedig yn Gymraeg.		and offer the individual the opportunity to discuss the matter in English or send in their enquiry in written form in Welsh.
Gwefan a safleoedd rhwydweithio cymdeithasol	13	Websites and social media sites
<ul style="list-style-type: none"> Bydd cyhoeddiadau a wneir ar ran y Cyngor ar y we yn y Gymraeg a'r Saesneg. 		<ul style="list-style-type: none"> Announcements made on the internet on behalf of the Council will be in both Welsh and English.
Hunaniaeth gorfforaethol	14	Corporate identity
Bydd enw'r Cyngor yn Gymraeg neu'n ddwyieithog.		The Council's name is to be in Welsh or Welsh and English.
Arwyddion swyddfa'r Cyngor	15	Council Office signage
<ul style="list-style-type: none"> Bydd pob arwydd gwybodaeth a godir am y tro cyntaf neu yn lle hen arwydd ar eiddo'r Cyngor yn ddwyieithog, ac felly hefyd unrhyw arwyddion gwybodaeth gyhoeddus eraill y mae'r Cyngor yn gyfrifol amdanynt. Fe fydd y ddwy iaith yn ymddangos ochr yn ochr â'r fersiwn Gymraeg ar y chwith neu uwchben y Saesneg. Bydd maint, ansawdd, eglurder ac amlygrwydd y testun yn gyfartal yn y Gymraeg ac yn y Saesneg. 		<ul style="list-style-type: none"> All new information signs or those replacing previous signs on Council property will be bilingual, as will any other public information signs for which the Council is responsible. The two languages will appear side by side, with the Welsh version appearing to the left or above the English. The size, quality, legibility and prominence of text will be equal in Welsh and English.
Llunio a chyhoeddi deunyddiau cyhoeddus	16	Producing and publishing public documents
<ul style="list-style-type: none"> Bydd pob deunydd a anelir at y cyhoedd megis dogfennau, deunydd esboniadol neu ffurflenni grant, yn ddwyieithog gyda'r ddwy iaith yn ymddangos yn yr un ddogfen. Argreffir y ddau fersiwn ochr yn ochr lle bo'n bosibl er mwyn hwyluso croesgyfeirio, dosbarthu a chynnig dewis iaith. 		<ul style="list-style-type: none"> All publications aimed at the public, such as documents, explanatory material or grant forms will be bilingual with both language versions forming one document. The versions will be printed side-by-side where possible to facilitate easy cross-reference, distribution and offer language choice.
<ul style="list-style-type: none"> Os bydd fersiynau Cymraeg a Saesneg yn cael eu cyhoeddi ar wahân, bydd y ddau fersiwn yn ymddangos ar yr un pryd, yn cael eu dosbarthu gyda'i gilydd a byddant yr un mor hawdd i'w cael. 		<ul style="list-style-type: none"> If Welsh and English versions are published separately they will appear simultaneously, be distributed together and be equally accessible.
<ul style="list-style-type: none"> Bydd materion hysbysebu a chyhoeddusrwydd yn ddwyieithog. 		<ul style="list-style-type: none"> All Advertising and publicity activities will be bilingual.

<ul style="list-style-type: none"> ○ Bydd hysbysebion a hysbysiadau y Cyngor, - i'w gosod yn y wasg, ar hysbysfyrddau neu mewn unrhyw gyfrwng arall, yn ddwyieithog. ○ Bydd hysbysebion swyddi yn ymddangos yn ddwyieithog mewn cyhoeddiadau Saesneg/dwyieithog ac yn Gymraeg yn unig mewn cyhoeddiadau Cymraeg gyda throednodyn yn Saesneg. 	<ul style="list-style-type: none"> ○ Council advertisements and notices – to be placed in the press, on notice boards or any other medium will be bilingual. ○ Job advertisements will appear bilingually in English/bilingual publications and in Welsh only in Welsh language publications with a footnote in English.
17 Awarding grants and financial assistance	
<p>Gwobrwyo grantiau a chymorth ariannol</p> <ul style="list-style-type: none"> ○ Yn y manylion a roddir i'r rhai sy'n bwriadu ymgeisio am gyfraniad ariannol tuag at weithgareddau lleol, bydd y Cyngor yn gwneud yn glir fod angen i ymgeiswyr ddisgrifio sut y maent yn bwriadu adlewyrchu natur ieithyddol y gymuned a'u cynulleidfa yn y gweithgaredd(au) y maent yn gofyn am gefnogaeth ariannol tuag ato(ynt). Wrth bwysio a mesur ceisiadau, bydd y Cyngor yn sicrhau fod ymgeiswyr wedi adlewyrchu natur ieithyddol y gymuned a'u cynulleidfa yn briodol yn eu cais ○ Bydd y Cyngor hefyd yn hysbysu'r ymgeisydd am y menter iaith lleol all ddarparu cyngor a chymorth ymarferol ynglŷn â chynnwys dwyieithog y gweithgaredd, gan gynnwys gwybodaeth ar unrhyw grantiau sydd ar gael at y pwrpas hwn. 	<ul style="list-style-type: none"> ○ In the information that is sent to those intending to apply for financial assistance towards local activities, the Council will make it clear that there is need for applicants to describe how they intend to reflect the bilingual nature of the community and their audience in the activity(ies) for which they require financial support. When considering applications, the Council will ensure that applicants have appropriately reflected the linguistic nature of the community and their audience in their application. ○ The Council will also notify the applicant that the local menter iaith can provide advice and practical assistance in relation to the bilingual content of the activity, including information on grants available for this purpose.
18 Services provided by a third party	
<p>Gwasanaethau a ddarperir gan drydydd parti</p> <ul style="list-style-type: none"> ○ Bydd unrhyw drefniadau a wneir gan y Cyngor i ddefnyddio trydydd bartïon i ddarparu gwasanaethau cyhoeddus ar ei ran yn cydymffurfio â gofynion penodol y Cynllun fel amlinellwyd gan y Cyngor. Bydd y Cyngor yn nodi pa fesurau perthnasol o'r Cynllun y bydd angen i'r trydydd parti gydymffurfio â nhw yn y manylebau tendro neu contract. ○ Bydd angen i'r trydydd parti gadarnhau mewn ysgrifen ei fod wedi cydymffurfio â'r mesurau perthnasol o'r Cynllun. 	<ul style="list-style-type: none"> ○ Any arrangements made by the Council to use a third party to deliver services to the public on its behalf will comply with the specific requirements in the Scheme as outlined by the Council. The Council will outline which relevant measures in the Scheme the third party will have to adhere to within the tendering or contract specifications. ○ The Third party will need to confirm in writing that it has complied with the relevant aspects of the Scheme.

<p>Trefniadau gweinyddol a monitro</p> <ul style="list-style-type: none"> ○ Mae gan y Cynllun hwn gefnogaeth lawn y Cyngor. ○ Y Clerc fydd yn gyfrifol am weithrediad y Cynllun o ddydd i ddydd o fewn y Cyngor. ○ Yn ôl y galw bydd y Clerc yn sicrhau bod canllawiau a chyfarwyddiadau ar gael i bawb sydd yn ymwneud â gweithredu'r Cynllun. ○ Clerc y Cyngor fydd yn gyfrifol am fonitro gweithrediad y Cynllun. ○ Bydd y Cyngor yn derbyn Adroddiad blynyddol byr ar weithrediad y Cynllun, a fydd yn cael ei gyhoeddi'n lleol [e.e. y wasg leol, byrddau arddangos lleol, papur bro misol ayyb], ac anfonir copi ohono at Gomisynydd y Gymraeg. Bydd y Cyngor hefyd yn gwahoddi trigolion Cymraeg yr ardal i gynnig eu barn am y gwasanaeth a sut y gellir ei wella, trwy gadw copi cyhoeddus o'r Adroddiad yn y llyfrgell leol. ○ Bydd y Cyngor yn rhoi cyhoeddusrwydd i'r cynllun yn rheolaidd. 	<p>19 Administrative arrangements and monitoring</p> <ul style="list-style-type: none"> ○ This scheme has the full support of the Council. ○ The Clerk will be responsible for implementing the Scheme on a day-to-day basis within the Council. ○ According to need, the Clerk will ensure that guidelines and instructions will be available to all who are involved in the implementation of the scheme. ○ Responsibility for monitoring the Scheme will rest with the Clerk of the Council. ○ The Council will receive a brief annual report on implementing the Scheme that will be displayed locally (for example, the local press, local information boards, monthly paper bro and so on) with a copy being sent to the Welsh Language Board. Also the Council will invite local Welsh speaking residents to offer their views on the service and how it could be improved, by placing a copy of the Report in the local library. ○ The Council will publicise the Scheme regularly
<p>Cwynion</p> <p>Dylid cyfeirio unrhyw sylwadau, cwynion neu awgrymiadau sy'n gysylltiedig â'r Cynllun i sylw:</p> <p>Dewi Jones, Clerc y Cyngor, Plas Machynlleth, Ffordd Pentrerhedyn, Machynlleth, SY20 8ER.</p> <p>Town-clerk@machynlleth-tc.gov.uk</p>	<p>20 Complaints</p> <p>Any comments, complaints or suggestions regarding the Scheme should be addressed to:</p> <p>Dewi Jones, Clerk of the Council, Plas Machynlleth, Ffordd Pentrerhedyn, Machynlleth, SY20 8ER.</p> <p>Town-clerk@machynlleth-tc.gov.uk</p>
<p>Adolygu</p> <p>Bydd y Cyngor yn adolygu cynnwys y Cynllun hwn yn flynyddol.</p>	<p>21 Review</p> <p>The Council shall review the contents of this Scheme every year.</p>

HEN STABLAU/OLD STABLES/KENNELS

Report on progress

Building

A successful grant application to the Architectural Heritage Fund has enabled repair works to the roof and internal floors/stairs. This has now been completed.

A number of applications are in process:

- An application has been completed but has yet to be submitted to the Architectural Heritage Fund, to enable us to progress the programme.
- An Expression of Interest has been made to the Heritage Lottery Fund. This was accepted and we have been invited to apply for Stage 1 of the funding process. This application has yet to be completed, and a decision by the HLF will take about six months to be processed.
- Another application has been made to the Heritage Lottery Fund, for about £250,000.00. A decision on this application will take about two months to process – a response would be expected by June.
- A match-funding application has been made to the Transforming Towns Placemaking Fund, administered by Powys Council on behalf of the Welsh Government, for £234,000.00. This has been taken forward for consideration, and a response is likely within the next two months.

The two latter grants will enable work to completely refurbish the roof and the fabric of the building, under the project heading 'Machynlleth Hen Stablau/Old Stables Phase 1'.

Detailed technical plans will be developed as soon as we hear that we have been successful in obtaining these grants. It is intended to progress towards planning and listed building consent over the summer, and to tender out the work to a contractor, to enable building work to begin in November.

The priority will be to dismantle the roof and to refurbish/repair structural timbers and to insulate before replacing the slates. Establishing a safe roost for returning bats [April/May 2024] will be part of this work. Repointing, underpinning and other structural works to the exterior can then proceed into July/August 2024.

CIC and MoU

The CIC is currently dormant. Its membership was convened for the purpose of establishing and registering the company at Companies House. Its capacity is currently limited, and therefore it is unable to take on the liabilities of the building.

A non-legally binding Memorandum of Understanding has been drafted for consideration. It is intended to last for the lifetime of the Phase 1 building process, but may be terminated by either party.

Encs.

HLF Application

Placemaking Grant Application

Phase 1 Project Plan

Draft MoU

CIC Constitution

NOTE. The programme business plan is continually evolving. The latest draft is available on request.

The Companies Act 2006

Community Interest Company Limited by Guarantee

Articles of Association¹

of

Yr Hen Stablau Machynlleth CIC

(CIC Limited by Guarantee, Schedule 1, Small Membership)

The Companies Act 2006
Community Interest Company Limited by Guarantee

INDEX TO THE ARTICLES

INTERPRETATION.....	1
1. Defined Terms.....	1
2. Community Interest Company	1
3. Asset Lock.....	1
4. Not for profit.....	2
OBJECTS, POWERS AND LIMITATION OF LIABILITY.....	2
5. Objects.....	2
6. Powers	2
7. Liability of members.....	2
DIRECTORS	2
DIRECTORS' POWERS AND RESPONSIBILITIES	2
8. Directors' general authority.....	2
9. Members' reserve power	3
10. Chair.....	3
11. Directors may delegate	3
DECISION-MAKING BY DIRECTORS	3
12. Directors to take decisions collectively.....	3
13. Calling a Directors' meeting	4
14. Participation in Directors' meetings.....	4
15. Quorum for Directors' meetings.....	4
16. Chairing of Directors' meetings.....	5
17. Decision-making at meetings	5
18. Decisions without a meeting	5
19. Conflicts of interest	6
20. Directors' power to authorise a conflict of interest.....	6
21. Register of Directors' interests.....	7
APPOINTMENT AND RETIREMENT OF DIRECTORS	7
22. Methods of appointing Directors	7
23. Termination of Director's appointment.....	7
24. Directors' remuneration	8
25. Directors' expenses.....	8
MEMBERS	8
BECOMING AND CEASING TO BE A MEMBER.....	8
26. Becoming a member.....	8
27. Termination of membership.....	9
DECISION MAKING BY MEMBERS	9
28. Members' meetings	9
29. Written resolutions.....	9
ADMINISTRATIVE ARRANGEMENTS AND MISCELLANEOUS.....	10
30. Means of communication to be used.....	10
31. Irregularities.....	11
32. Minutes.....	11
33. Records and accounts	11
34. Indemnity.....	12
35. Insurance.....	12
36. Exclusion of model articles.....	13
SCHEDULE.....	14

The Companies Act 2006

Articles of Association

of

YR HEN STABLAU MACHYNLLETH CIC

INTERPRETATION

1. Defined Terms

1.1 The interpretation of these Articles is governed by the provisions set out in the Schedule at the end of the Articles.

COMMUNITY INTEREST COMPANY AND ASSET LOCK

2. Community Interest Company

The Company is to be a community interest company.

3. Asset Lock²

3.1 The Company shall not transfer any of its assets other than for full consideration.

3.2 Provided the conditions in Article 3.3 are satisfied, Article 3.1 shall not apply to:

- (a) the transfer of assets to any specified asset-locked body, or (with the consent of the Regulator) to any other asset-locked body; and
- (b) the transfer of assets made for the benefit of the community other than by way of a transfer of assets into an asset-locked body.

3.3 The conditions are that the transfer of assets must comply with any restrictions on the transfer of assets for less than full consideration which may be set out elsewhere in the memorandum or Articles of the Company.

3.4 If:

3.4.1 the Company is wound up under the Insolvency Act 1986; and

3.4.2 all its liabilities have been satisfied

any residual assets shall be given or transferred to the asset-locked body specified in Article 3.5 below.

3.5 For the purposes of this Article 3, the following asset-locked body is specified as a potential recipient of the Company's assets under Articles 3.2 and 3.4:

Name: Canolfan Owain Glyndwr Cyf

(Please note that a community interest company cannot nominate itself as the asset locked body. It also cannot nominate a non-asset locked body. An asset locked body is defined as a CIC or charity, a permitted society or non-UK based equivalent.)
Charity Registration Number (if applicable): 1076059

Company Registration Number (if applicable): 03660300

Registered Office: Canolfan Owain Glyndwr, Machynlleth SY208EE

4. Not for profit

4.1 The Company is not established or conducted for private gain: any surplus or assets are used principally for the benefit of the community.

OBJECTS, POWERS AND LIMITATION OF LIABILITY

5. Objects³

5.1 The objects of the Company are to carry on activities which benefit the community and in particular (without limitation) to manage and maintain a building of historic importance and to provide accommodation for visiting individuals, groups and families, without distinction of sex, sexual orientation, race, religious, political or other opinions, including use as a training, education and personal development facility and for social purposes. Part of the building and grounds will provide space for community use.

6. Powers

6.1 To further its objects the Company may do all such lawful things as may further the Company's objects and, in particular, but, without limitation, may borrow or raise and secure the payment of money for any purpose including for the purposes of investment or of raising funds.

7. Liability of members⁴

The liability of each member is limited to £1, being the amount that each member undertakes to contribute to the assets of the Company in the event of its being wound up while he or she is a member or within one year after he or she ceases to be a member, for:

- 7.1 payment of the Company's debts and liabilities contracted before he or she ceases to be a member;
- 7.2 payment of the costs, charges and expenses of winding up; and
- 7.3 adjustment of the rights of the contributories among themselves.

DIRECTORS

DIRECTORS' POWERS AND RESPONSIBILITIES⁵

8. Directors' general authority

Subject to the Articles, the Directors are responsible for the management of the Company's business, for which purpose they may exercise all the powers of the Company.

9. Members' reserve power

- 9.1 The members may, by special resolution, direct the Directors to take, or refrain from taking, specific action.
- 9.2 No such special resolution invalidates anything which the Directors have done before the passing of the resolution.

10. Chair

The Directors may appoint one of their number to be the chair of the Directors for such term of office as they determine and may at any time remove him or her from office.

11. Directors may delegate⁶

- 11.1 Subject to the Articles, the Directors may delegate any of the powers which are conferred on them under the Articles or the implementation of their decisions or day to day management of the affairs of the Company:
 - 11.1.1 to such person or committee;
 - 11.1.2 by such means (including by power of attorney);
 - 11.1.3 to such an extent;
 - 11.1.4 in relation to such matters or territories; and
 - 11.1.5 on such terms and conditions;as they think fit.
- 11.2 If the Directors so specify, any such delegation of this power may authorise further delegation of the Directors' powers by any person to whom they are delegated.
- 11.3 The Directors may revoke any delegation in whole or part, or alter its terms and conditions.

DECISION-MAKING BY DIRECTORS

12. Directors to take decisions collectively⁷

Any decision of the Directors must be either a majority decision at a meeting or a decision taken in accordance with Article 18. [In the event of the Company having only one Director, a majority decision is made when that single Director makes a decision.]

13. Calling a Directors' meeting

13.1 Two Directors may (and the Secretary, if any, must at the request of two Directors) call a Directors' meeting.

13.2 A Directors' meeting must be called by at least seven Clear Days' notice unless either:

13.2.1 all the Directors agree; or

13.2.2 urgent circumstances require shorter notice.

13.3 Notice of Directors' meetings must be given to each Director.

13.4 Every notice calling a Directors' meeting must specify:

13.4.1 the place, day and time of the meeting; and

13.4.2 if it is anticipated that Directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting.

13.5 Notice of Directors' meetings need not be in Writing.

13.6 Notice of Directors' meetings may be sent by Electronic Means to an Address provided by the Director for the purpose.

14. Participation in Directors' meetings

14.1 Subject to the Articles, Directors participate in a Directors' meeting, or part of a Directors' meeting, when:

14.1.1 the meeting has been called and takes place in accordance with the Articles; and

14.1.2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting.

14.2 In determining whether Directors are participating in a Directors' meeting, it is irrelevant where any Director is or how they communicate with each other.⁸

14.3 If all the Directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.

15. Quorum for Directors' meetings⁹

15.1 At a Directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.

15.2 The quorum for Directors' meetings may be fixed from time to time by a decision of the Directors, but it must never be less than two, and unless otherwise fixed it is [two].

15.3 If the total number of Directors for the time being is less than the quorum required, the Directors must not take any decision other than a decision:

15.3.1 to appoint further Directors; or

15.3.2 to call a general meeting so as to enable the members to appoint further Directors.

16. Chairing of Directors' meetings

The Chair, if any, or in his or her absence another Director nominated by the Directors present shall preside as chair of each Directors' meeting.

17. Decision-making at meetings¹⁰

17.1 Questions arising at a Directors' meeting shall be decided by a majority of votes.

17.2 In all proceedings of Directors each Director must not have more than one vote.¹¹

17.3 In case of an equality of votes, the Chair shall have a second or casting vote.

18. Decisions without a meeting¹²

18.1 The Directors may take a unanimous decision without a Directors' meeting in accordance with this Article by indicating to each other by any means, including without limitation by Electronic Means, that they share a common view on a matter. Such a decision may, but need not, take the form of a resolution in Writing, copies of which have been signed by each Director or to which each Director has otherwise indicated agreement in Writing.

18.2 A decision which is made in accordance with Article 18.1 shall be as valid and effectual as if it had been passed at a meeting duly convened and held, provided the following conditions are complied with:

18.2.1 approval from each Director must be received by one person being either such person as all the Directors have nominated in advance for that purpose or such other person as volunteers if necessary ("the Recipient"), which person may, for the avoidance of doubt, be one of the Directors;

18.2.2 following receipt of responses from all of the Directors, the Recipient must communicate to all of the Directors by any means whether the resolution has been formally approved by the Directors in accordance with this Article 18.2;

18.2.3 the date of the decision shall be the date of the communication from the Recipient confirming formal approval;

18.2.4 the Recipient must prepare a minute of the decision in accordance with Article 32.

19. Conflicts of interest¹³

19.1 Whenever a Director finds himself or herself in a situation that is reasonably likely to give rise to a Conflict of Interest, he or she must declare his or her interest to the Directors unless, or except to the extent that, the other Directors are or ought reasonably to be aware of it already.

19.2 If any question arises as to whether a Director has a Conflict of Interest, the question shall be decided by a majority decision of the other Directors.

19.3 Whenever a matter is to be discussed at a meeting or decided in accordance with Article 18 and a Director has a Conflict of Interest in respect of that matter then, subject to Article 20, he or she must:

19.3.1 remain only for such part of the meeting as in the view of the other Directors is necessary to inform the debate;

19.3.2 not be counted in the quorum for that part of the meeting; and

19.3.3 withdraw during the vote and have no vote on the matter.

19.4 When a Director has a Conflict of Interest which he or she has declared to the Directors, he or she shall not be in breach of his or her duties to the Company by withholding confidential information from the Company if to disclose it would result in a breach of any other duty or obligation of confidence owed by him or her.

20. Directors' power to authorise a conflict of interest

20.1 The Directors have power to authorise a Director to be in a position of Conflict of Interest provided:

20.1.1 in relation to the decision to authorise a Conflict of Interest, the conflicted Director must comply with Article 19.3;

20.1.2 in authorising a Conflict of Interest, the Directors can decide the manner in which the Conflict of Interest may be dealt with and, for the avoidance of doubt, they can decide that the Director with a Conflict of Interest can participate in a vote on the matter and can be counted in the quorum;

20.1.3 the decision to authorise a Conflict of Interest can impose such terms as the Directors think fit and is subject always to their right to vary or terminate the authorisation.

20.2 If a matter, or office, employment or position, has been authorised by the Directors in accordance with Article 20.1 then, even if he or she has been authorised to remain at the meeting by the other Directors, the Director may absent himself or herself from

meetings of the Directors at which anything relating to that matter, or that office, employment or position, will or may be discussed.

- 20.3 A Director shall not be accountable to the Company for any benefit which he or she derives from any matter, or from any office, employment or position, which has been authorised by the Directors in accordance with Article 20.1 (subject to any limits or conditions to which such approval was subject).

21. Register of Directors' interests

The Directors shall cause a register of Directors' interests to be kept. A Director must declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the Company or in any transaction or arrangement entered into by the Company which has not previously been declared.

APPOINTMENT AND RETIREMENT OF DIRECTORS¹⁴

22. Methods of appointing Directors

- 22.1 Those persons notified to the Registrar of Companies as the first Directors of the Company shall be the first Directors.
- 22.2 Any person who is willing to act as a Director, and is permitted by law to do so, may be appointed to be a Director by a decision of the Directors.

23. Termination of Director's appointment¹⁵

A person ceases to be a Director as soon as:

- (a) that person ceases to be a Director by virtue of any provision of the Companies Act 2006, or is prohibited from being a Director by law;
- (b) a bankruptcy order is made against that person, or an order is made against that person in individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;
- (c) a composition is made with that person's creditors generally in satisfaction of that person's debts;
- (d) notification is received by the Company from the Director that the Director is resigning from office, and such resignation has taken effect in accordance with its terms (but only if at least two Directors will remain in office when such resignation has taken effect); or
- (e) the Director fails to attend three consecutive meetings of the Directors and the Directors resolve that the Director be removed for this reason.
- (f) the Director ceases to be a member.

24. Directors' remuneration¹⁶

24.1 Directors may undertake any services for the Company that the Directors decide.

24.2 Directors are entitled to such remuneration as the Directors determine:

- (a) for their services to the Company as Directors; and
- (b) for any other service which they undertake for the Company.

24.3 Subject to the Articles, a Director's remuneration may:

- (a) take any form; and
- (b) include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that director.

24.4 Unless the Directors decide otherwise, Directors' remuneration accrues from day to day.

24.5 Unless the Directors decide otherwise, Directors are not accountable to the Company for any remuneration which they receive as Directors or other officers or employees of the Company's subsidiaries or of any other body corporate in which the Company is interested.

25. Directors' expenses

25.1 The Company may pay any reasonable expenses which the Directors properly incur in connection with their attendance at:

- (a) meetings of Directors or committees of Directors;
- (b) general meetings; or
- (c) separate meetings of any class of members or of the holders of any debentures of the Company,

or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company.

MEMBERS¹⁷

BECOMING AND CEASING TO BE A MEMBER¹⁸

26. Becoming a member¹⁹

26.1 The subscribers to the Memorandum are the first members of the Company.

- 26.2 Such other persons as are admitted to membership in accordance with the Articles shall be members of the Company.
- 26.3 Each member of the company shall be a Director.
- 26.4 No person shall be admitted a member of the Company unless he or she is approved by the Directors.
- 26.5 Every person who wishes to become a member shall deliver to the company an application for membership in such form (and containing such information) as the Directors require and executed by him or her.
- 27. Termination of membership²⁰**
- 27.1 Membership is not transferable to anyone else.
- 27.2 Membership is terminated if:
- 27.2.1 the member dies or ceases to exist;
- 27.2.2 otherwise in accordance with the Articles; or
- 27.2.3 a member ceases to be a Director.

DECISION MAKING BY MEMBERS

- 28. Members' meetings²¹**
- 28.1 The Directors may call a general meeting at any time.
- 28.2 General meetings must be held in accordance with the provisions regarding such meetings in the Companies Acts.²²
- 28.3 A person who is not a member of the Company shall not have any right to vote at a general meeting of the Company; but this is without prejudice to any right to vote on a resolution affecting the rights attached to a class of the Company's debentures.²³
- 28.4 Article 28.3 shall not prevent a person who is a proxy for a member or a duly authorised representative of a member from voting at a general meeting of the Company.
- 29. Written resolutions**
- 29.1 Subject to Article 29.3, a written resolution of the Company passed in accordance with this Article 29 shall have effect as if passed by the Company in general meeting:
- 29.1.1 A written resolution is passed as an ordinary resolution if it is passed by a simple majority of the total voting rights of eligible members.

- 29.1.2 A written resolution is passed as a special resolution if it is passed by members representing not less than 75% of the total voting rights of eligible members. A written resolution is not a special resolution unless it states that it was proposed as a special resolution.
- 29.2 In relation to a resolution proposed as a written resolution of the Company the eligible members are the members who would have been entitled to vote on the resolution on the circulation date of the resolution.
- 29.3 A members' resolution under the Companies Acts removing a Director or an auditor before the expiration of his or her term of office may not be passed as a written resolution.
- 29.4 A copy of the written resolution must be sent to every member together with a statement informing the member how to signify their agreement to the resolution and the date by which the resolution must be passed if it is not to lapse. Communications in relation to written notices shall be sent to the Company's auditors in accordance with the Companies Acts.
- 29.5 A member signifies their agreement to a proposed written resolution when the Company receives from him or her an authenticated Document identifying the resolution to which it relates and indicating his or her agreement to the resolution.
- 29.5.1 If the Document is sent to the Company in Hard Copy Form, it is authenticated if it bears the member's signature.
- 29.5.2 If the Document is sent to the Company by Electronic Means, it is authenticated [if it bears the member's signature] or [if the identity of the member is confirmed in a manner agreed by the Directors] or [if it is accompanied by a statement of the identity of the member and the Company has no reason to doubt the truth of that statement] or [if it is from an email Address notified by the member to the Company for the purposes of receiving Documents or information by Electronic Means].
- 29.6 A written resolution is passed when the required majority of eligible members have signified their agreement to it.
- 29.7 A proposed written resolution lapses if it is not passed within 28 days beginning with the circulation date.

ADMINISTRATIVE ARRANGEMENTS AND MISCELLANEOUS

30. Means of communication to be used

- 30.1 Subject to the Articles, anything sent or supplied by or to the Company under the Articles may be sent or supplied in any way in which the Companies Act 2006 provides for Documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the Company.

30.2 Subject to the Articles, any notice or Document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or Documents for the time being.

30.3 A Director may agree with the Company that notices or Documents sent to that Director in a particular way are to be deemed to have been received within an agreed time of their being sent, and for the agreed time to be less than 48 hours.

31. Irregularities

The proceedings at any meeting or on the taking of any poll or the passing of a written resolution or the making of any decision shall not be invalidated by reason of any accidental informality or irregularity (including any accidental omission to give or any non-receipt of notice) or any want of qualification in any of the persons present or voting or by reason of any business being considered which is not referred to in the notice unless a provision of the Companies Acts specifies that such informality, irregularity or want of qualification shall invalidate it.

32. Minutes

32.1 The Directors must cause minutes to be made in books kept for the purpose:

32.1.1 of all appointments of officers made by the Directors;

32.1.2 of all resolutions of the Company and of the Directors (including, without limitation, decisions of the Directors made without a meeting); and

32.1.3 of all proceedings at meetings of the Company and of the Directors, and of committees of Directors, including the names of the Directors present at each such meeting;

and any such minute, if purported to be signed (or in the case of minutes of Directors' meetings signed or authenticated) by the chair of the meeting at which the proceedings were had, or by the chair of the next succeeding meeting, shall, as against any member or Director of the Company, be sufficient evidence of the proceedings.

32.2 The minutes must be kept for at least ten years from the date of the meeting, resolution or decision.

33. Records and accounts²⁴

The Directors shall comply with the requirements of the Companies Acts as to maintaining a members' register, keeping financial records, the audit or examination of accounts and the preparation and transmission to the Registrar of Companies and the Regulator of:

33.1 annual reports;

33.2 annual returns; and

33.3 annual statements of account.

33.4 Except as provided by law or authorised by the Directors or an ordinary resolution of the Company, no person is entitled to inspect any of the Company's accounting or other records or Documents merely by virtue of being a member.

34. Indemnity

34.1 Subject to Article 34.2, a relevant Director of the Company or an associated company may be indemnified out of the Company's assets against:

- (a) any liability incurred by that Director in connection with any negligence, default, breach of duty or breach of trust in relation to the Company or an associated company;
- (b) any liability incurred by that Director in connection with the activities of the Company or an associated company in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006); and
- (c) any other liability incurred by that Director as an officer of the Company or an associated company.

34.2 This Article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law.

34.3 In this Article:

- (a) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate; and
- (b) a "relevant Director" means any Director or former Director of the Company or an associated company.

35. Insurance

35.1 The Directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant Director in respect of any relevant loss.

35.2 In this Article:

- (a) a "relevant Director" means any Director or former Director of the Company or an associated company;
- (b) a "relevant loss" means any loss or liability which has been or may be incurred by a relevant Director in connection with that Director's duties or

powers in relation to the Company, any associated company or any pension fund or employees' share scheme of the company or associated company; and

- (c) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.

36. Exclusion of model articles

The relevant model articles for a company limited by guarantee are hereby expressly excluded.

SCHEDULE

INTERPRETATION

Defined terms

1. In the Articles, unless the context requires otherwise, the following terms shall have the following meanings:

Term	Meaning
1.1 “Address”	includes a number or address used for the purposes of sending or receiving Documents by Electronic Means;
1.2 “Articles”	the Company’s articles of association;
1.3 “asset-locked body”	means (i) a community interest company, a charity ²⁵ or a Permitted Society; or (ii) a body established outside the United Kingdom that is equivalent to any of those;
1.4 “bankruptcy”	includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;
1.5 “Chair”	has the meaning given in Article 10;
1.6 “Circulation Date”	in relation to a written resolution, has the meaning given to it in the Companies Acts;
1.7 “Clear Days”	in relation to the period of a notice, that period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect;
1.8 “community”	is to be construed in accordance with accordance with Section 35(5) of the Company’s (Audit) Investigations and Community Enterprise) Act 2004;
1.9 “Companies Acts”	means the Companies Acts (as defined in Section 2 of the Companies Act 2006), in so far as they apply to the Company;
1.10 “Company”	[Yr Hen Stablau Machynlleth Community Interest Company/C.I.C.];
1.11 “Conflict of Interest”	any direct or indirect interest of a Director (whether personal, by virtue of a duty of loyalty to another organisation or otherwise) that conflicts, or might conflict with the interests of the Company;

1.12	“Director”	a director of the Company, and includes any person occupying the position of director, by whatever name called;
1.13	“Document”	includes, unless otherwise indicated, any document sent or supplied in Electronic Form;
1.14	“Electronic Form” and “Electronic Means”	have the meanings respectively given to them in Section 1168 of the Companies Act 2006;
1.15	“Hard Copy Form”	has the meaning given to it in the Companies Act 2006;
1.16	“Memorandum”	the Company’s memorandum of association;
1.17	“participate”	in relation to a Directors’ meeting, has the meaning given in Article 14;
1.18	“Permitted Registered Society”	<p>“Registered Society” means –</p> <ul style="list-style-type: none"> (a) a registered society within the meaning given by section 1(1) of the Co-operative and Community Benefit Societies Act 2014; or (b) a society registered or deemed to be registered under the Industrial and Provident Societies Act (Northern Ireland) 1969;”
1.19	“the Regulator”	means the Regulator of Community Interest Companies;
1.20	“Secretary”	the secretary of the Company (if any);
1.21	“specified”	means specified in the articles of association of the Company for the purposes of this paragraph;
1.22	“subsidiary”	has the meaning given in section 1159 of the Companies Act 2006;
1.23	“transfer”	includes every description of disposition, payment, release or distribution, and the creation or extinction of an estate or interest in, or right over, any property; and
1.24	“Writing”	the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in Electronic Form or otherwise.

2. **Subject to clause 3** of this Schedule, any reference in the Articles to an enactment includes a reference to that enactment as re-enacted or amended from time to time and to any subordinate legislation made under it.
3. Unless the context otherwise requires, other words or expressions contained in these Articles bear the same meaning as in the Companies Acts as in force on the date when these Articles become binding on the Company.

¹ On articles of association generally, see [Part 5] of the Regulator's information and guidance notes. If you are an existing company wishing to become a community interest company, there is no need to adopt completely new articles, but you must comply with the requirements of the Community Interest Company Regulations 2005 (as amended) ("the Regulations") by including the provisions set out in Schedule 1 to the Regulations in the articles of your company.

² See [Part 6] of the Regulator's information and guidance notes. Inclusion of the provisions contained in article 3.1 to 3.3 is mandatory, reflecting sub-paragraphs (1) to (3) of paragraph 1 of Schedule 1 to the Regulations

³ On the specification of the company's objects, see [Part 5] of the Regulator's information and guidance notes

⁴ On limited liability, see [Part 3] of the Regulator's information and guidance notes. On guarantees generally see [Chapter 3.2] of the Regulator's information and guidance notes.

⁵ Note that although this model constitution assumes that all Directors are Members and all Members are Directors, and the Directors are given wide powers, under the Articles (and company law more generally) there are still some decisions which Members must make as Members (either in general meeting under the Companies Act 2006 (article 28.2), or by written resolution in accordance with article 29). [See in general the Companies House guidance booklet, "Resolutions" (available online at <http://www.companieshouse.gov.uk/about/gbhtml/gba7.shtml>).]

⁶ Article 11 permits the Directors to delegate any of their functions. Delegation may take the form of, for instance, the Directors giving a managing director general authority to run the company's day to day business, or responsibility for specific matters being delegated to particular directors (e.g. financial matters to a finance director); or it may be equally appropriate to delegate matters to persons other than Directors. In all cases, it is important to remember that delegation does not absolve Directors of their general duties towards the company and their overall responsibility for its management. This means that, amongst other things, Directors must be satisfied that those to whom responsibilities are delegated are competent to carry them out.

⁷ Article 12 states that the Directors must make decisions by majority at a meeting in accordance with article 14; or unanimously if taken in accordance with article 18.

⁸ Article 14.2 is designed to facilitate the taking of decisions by the directors communicating via telephone or video conference calls. Note the requirement to keep a written record of meetings and decisions (article 32).

⁹ The quorum may be fixed in absolute terms (e.g. "two Directors") or as a proportion of the total number of Directors (e.g. "one third of the total number of Directors"). You may even wish to stipulate that particular named Directors, or Directors representing particular stakeholder interests, must be present to constitute a quorum.

¹⁰ Article 17 reflects paragraph 4 of Schedule 1 to the Regulations, which is required to be included in the articles of all community interest companies.

¹¹ You may wish to include a provision which gives the chair of the board a casting vote. This will enable the directors to resolve any deadlock at board level.

¹² Article 18 is designed to facilitate the taking of decisions by directors following discussions in the form of, for example, email exchanges copied to all the directors. Note the requirements as to recording the decision in articles 18.2 and 32.

¹³ The provisions in articles 19 and 20 reflect the position under the Companies Act 2006. However, it is recommended that, as a matter of good practice, all actual and potential conflicts of interest are disclosed in writing or at a meeting, as the case may be.

¹⁴ Private companies are obliged to have at least one director. Provisions can be inserted into the articles providing for a minimum number of directors. Where the company has just one director, that director must be a natural person. Article 12 notes that, where there is only one director, a majority decision is reached when that director makes a decision. In the case of a single director, the quorum provisions (article 15) will need to be amended accordingly.

¹⁵ The board of directors cannot remove a director other than in accordance with the provisions in article 23 and the Companies Act 2006.

¹⁶ See the guidance on directors' remuneration in [Part 9] of the Regulator's information and guidance notes.

¹⁷ See section 112 of the Companies Act 2006. A company's members are (i) the subscribers to its memorandum; and (ii) every other person who agrees to become a member of the company and whose name is entered in its register of members.

¹⁸ There is no need for all those who wish to become Members to subscribe to the Memorandum on incorporation; they can become Members and be entered in the register of Members after the company has been formed. However, since this model constitution assumes that all Members are also Directors, all Members will also have to be validly appointed as Directors under article 22.

¹⁹ Inclusion of the provisions in article 26 (other than 26.3) is mandatory and reflects paragraphs 2(1)-(4) of Schedule 1 to the Regulations. [Directors should ensure that the information to be included on an application

form includes all the information which will be required to fill in Companies House Form [288a] on the appointment of the new Member as a Director (see: <http://www.companieshouse.gov.uk/forms/generalForms/288A.pdf>).] Article 26.3 provides that the Directors are also members of the company.

²⁰ Inclusion of the provisions of article 27.1 and 27.2.1 – 27.2.2 (reflecting sub-paragraphs (5) and (6) of paragraph 2 of Schedule 1 to the Regulations), is mandatory.

²¹ The Companies Act 2006 has removed the need for private companies to hold annual general meetings and therefore these Articles follow suit; however, if you wish, you can insert an additional provision which obliges the company to hold annual general meetings.

²² Article 28.2 provides that general meetings must be held in accordance with the provisions of the Companies Act 2006. You may insert additional provisions that specify how many Members are required to be present to hold a valid general meeting. The quorum may be fixed in absolute terms (e.g. “four Members”) or as a proportion of the total number of Members (e.g. “three quarters of the Members from time to time”). You may even wish to stipulate that particular named Members, or Members representing particular stakeholder interests, must be present to constitute a quorum. In any event, it is recommended that the quorum should never be less than half of the total number of Members.

²³ Inclusion of the provisions of article 28.3 (reflecting paragraph 3(1) of Schedule 1 to the Regulations) is mandatory.

²⁴ See the Companies House guidance booklet, “Accounts and Accounting Reference Dates” (available online at <http://www.companies-house.gov.uk/about/gbhtml/gba3.shtml>).] On the annual community interest company report, see [Part 8] of the Regulator’s information and guidance notes.

²⁵ Section 1(1) of the Charities Act 2006 defines “charity” as an institution which “is established for charitable purposes only, and falls to be subject to the control of the High Court in the exercise of its jurisdiction with respect to charities.”

Dated 16th July 2022



**A Memorandum of Understanding
between**

Machynlleth Town Council

And

**Yr Hen Stablau Machynlleth Community
Interest Company**

[Ratification date]

Contents

- 1 Background
- 2 Objects and governance of each partner
- 3 Strengths and challenges of each partner
- 4 Shared values
- 5 Partnership governance and oversight
- 6 Partnership aim and objectives
- 7 Communication and confidentiality
- 8 Monitoring and review
- 9 Dispute resolution and termination
- 10 Disclaimer

1 Background

- 1.1 Machynlleth Town Council and Yr Hen Stablau Machynlleth Community Interest Company [CIC] have formed this partnership in order to facilitate the reconstruction, development and management of the Plas Machynlleth Old Stables/Hen Stablau also known as the Kennels.
- 1.2 This Memorandum of Understanding [MoU] provides a common understanding for the two organisations working together, collectively and in partnership on the building known as the Old Stables/Hen Stablau, together with its curtilage. There is no lead partner, each organisation having equal footing and due regard to the other.
- 1.3 It sets out the objects of the agreement, the parties responsible, their roles and responsibilities, any legal entities supporting the process and some key milestones. It will also outline practical areas for collaborative working. It sets out the values and standards which each organisation will operate to when dealing with the other.
- 1.4 This MoU is not a contractual document and does not impose any legal obligation on any party. The overall relationship described is a voluntary arrangement. The MoU is independent of any other agreements signed by or between the organisations concerned.

2 Objects and governance of each partner

- 2.1 **Machynlleth Town Council** was established by the Local Government Act 1972. Its object is to represent the community of Machynlleth through the electoral mandate of the community. Its councillors act for the benefit of the whole community as opposed to any particular interest.
- 2.2 It achieves this through providing and commissioning services, representation & influence, enabling others to act, and by being a communications channel to and from the community.
- 2.3 The Council comprises 12 councillors organised in Committees. Decisions are made collectively at Council meetings. It employs staff in order to carry out its functions. It has powers to issue a precept, the amount it requires to carry out its statutory duties. This is based on Council tax.
- 2.4 **Yr Hen Stablau Machynlleth CIC** is the trading name of the Company established to manage the Old Stables. It is a not for profit social enterprise

registered as a company limited by guarantee [14258327] incorporated on 27th July 2022.

- 2.5 Its directors are individuals in and around Machynlleth who wish to secure and enhance the future of the Old Stables for environmental, social and economic benefit.
- 2.6 The objects of the CIC are to carry on activities which benefit the community and in particular [without limitation] to manage and maintain a building of historic importance and to provide accommodation for visiting individuals, groups and families, without distinction of sex, sexual orientation, race, religious, political or other opinions, including use as a training, education and personal development facility and for social purposes. Part of the building and grounds will provide space for community use.

3 Strengths and challenges of each partner

- 3.1 **Electoral Mandate:** The Town Council is elected by the electorate to represent the public interest of the community as a whole; the Machynlleth Hen Stablau Board has been self selected, and therefore has a mandate only insofar as it reflects that of the Town Council in relation to the building in question.
- 3.2 **Powers:** Town Council is limited by powers and duties stated in law and cannot act beyond those powers (*ultra vires*); Machynlleth Hen Stablau CIC may undertake any lawful activity including trading provided it meets the Objects of the company.
- 3.3 **Resources:** The Town Council is able to raise funds through precept (tax) and fees/charges, and may borrow money from the Public Works Loans Board but has limited access to grants; Machynlleth Hen Stablau CIC has more access to grant funding, can raise funds through trading, but cannot raise funds through taxation.
- 3.4 **Trading:** The Town Council cannot by law undertake any part in trading for profit. If revenue is generated from any part of the venture it must be ancillary to the overall purpose of the venture. Machynlleth Hen Stablau CIC may trade in pursuit of its Objects.
- 3.5 **Agility:** Town Council decisions must be taken at formal meetings held in public for which statutory notice and agenda are served. This can be a cause of delay. Machynlleth Hen Stablau CIC decisions may be made at Board level which will meet according to its Articles of Association. It may be able to react more quickly than the Town Council.

- 3.6 **Accountability:** The Town Council is accountable to its electorate through a variety of legal and procedural measures; Machynlleth Hen Stablau CIC is accountable to Companies House and to its public funding bodies; both must abide by requirements of common statute such as VAT, HMRC, Health & Safety.
- 3.7 In summary, the Town Council: has limited powers and duties under law; and may be constrained by political acceptability of its actions and the level of its taxation; legal and procedural obligations which it must bring to its work – including requirements for transparency of Proceedings, Procurement and Employment, Welsh Language obligations and various operational policies.
- 3.8 The Town Council **contributes** stability as a public body established by statute; electoral public mandate in the public interest; a building and associated land on a leasehold basis; an approved project definition; community leadership; and enabling role.
- 3.9 Machynlleth Hen Stablau CIC's obligations relate to its objects. It also has obligations levied on it from time to time by its funder(s). It has to meet Company Law.
- 3.10 Machynlleth Hen Stablau CIC **contributes** legal entity; community support for its objects; agility and speed; access to a wider range of funds; specialist skills and experience; volunteering opportunities.

4 Shared values

- 4.1 The MoU relationship will be based on:
- Equality;
 - Mutual respect and trust;
 - Open and transparent communications;
 - Co-operation and consultation;
 - Working proactively to achieve the objectives;
 - A commitment to being positive and constructive;
 - A willingness to work with and learn from others;
 - A shared commitment to providing excellent services to the community; and
 - A desire to make the best use of resources.

5 Partnership governance and oversight

- 5.1 The CIC, in consultation with the Machynlleth Town Council shall appoint a project officer for the period of the Phase 1 project plan.

- 5.2 The project officer shall apply for funds on behalf of the partnership, namely Machynlleth Town Council and Machynlleth Hen Stablau CIC.
- 5.3 The phase 1 project shall be managed and administered by the CIC through the appointed project officer. Funds shall be held by Machynlleth Town Council, which shall carry out the financial administration in collaboration with the CIC.
- 5.4 The CIC will meet as and when required but not less than 6 times a year during the redevelopment phase. It may also communicate and reach consensus by telephone and electronic means outside of formal face to face meetings.
- 5.5 The CIC will have oversight and scrutiny, as required by the appropriate funding bodies, of matters such as but not limited to: creating tenders, evaluating tender submissions, recruitment, compliance and applicable policies, codes of conduct and legislation.
- 5.6 The CIC may contract the management of any or all of the operations to third parties as seems to it appropriate in consultation with Machynlleth Town Council.

6 Partnership aim and objectives

- 6.1 The overarching aim of this partnership is to ensure the re-development and re-purposing the Old Stables to the benefit of the people of Machynlleth and of the wider public, and to promote the heritage of Machynlleth and of the area. The MoU shall be effective for a maximum of **two years** from the date of signature, subject to review.
- 6.2 The initial objective is to secure the necessary funds to provide for the redevelopment of the Old Stables.

7 Communication and confidentiality

- 7.1 The Parties to the MoU agree to share information with each other and with evaluators.
- 7.2 The Parties to the MoU commit to communicating openly and constructively. The Parties agree that they will consult and co-operate together in order to achieve the maximum benefits for the community. This co-operation will include the sharing of appropriate information and maintaining effective communication, where this will inform and improve the delivery of services. The parties also commit, so far as is reasonably possible, to communicating relevant information regarding progress to the wider set of stakeholders and interested parties.

- 7.3 The Parties to the MoU may at times acquire information that has not yet been made public and/or is confidential. The Parties must not disclose confidential information for commercial advantage or to disadvantage or discredit other parties or anyone else.
- 7.4 Any personal data obtained or used by any of the Parties in the course of this project shall be processed in accordance with the Data Protection Act 1998 and as amended by law.

8 Monitoring and review

- 8.1 All partners commit to ongoing monitoring, with the aim of ensuring accountability and performance against milestones, as indicated in the document Project Plan Phase 1 attached.
- 8.2 The Chairman of Yr Hen Stablau Machynlleth CIC will be responsible for monitoring and reporting back to his/her Board as appropriate. The Clerk to Machynlleth Town Council will be responsible for monitoring and reporting back to his/her council members as appropriate. The report will be a joint town council/CIC document.
- 8.3 This MOU should be reviewed twelve months from the date of signature to ensure that it is not only current but known and understood by all stakeholders.

9 Dispute resolution and termination

- 9.1 If any party has any issues, concerns or complaints about any other party or any matter in this MoU, that party shall notify the other party and the parties shall then seek to resolve the issue by a process of consultation and mediation if required. If the issue cannot be resolved within a reasonable period of time, the matter may be delegated to the chairs of each body for resolve.
- 9.2 Once agreed, the MoU may only be amended by mutual agreement, signed by the authorised signatories of all parties to the MoU. Once approved, amendments should be attached as annexes to the original MoU.
- 9.3 Termination of this agreement can be made by either party upon giving 3 months notice in writing to the other party, or if both parties agree on its termination and a signed document by both Chairs state they are in agreement to terminate the MoU.

10 Disclaimer

- 10.1 It should be noted that by signing this document or by participating in the [name of partnership], **the partners are not committing to legally binding obligations.** It is intended that the partners remain independent of each other and that **their collaboration and use of the term 'partner' does not constitute the creation of a legal entity**, nor authorise the entry into a commitment for or on behalf of each other.

Signed on behalf of Machynlleth Town Council

..... Date
[NAME, POSITION]

Signed on behalf of Yr Hen Stablau CIC

..... Date
[NAME, POSITION]

Note

A memorandum of understanding (MoU) is a document that records the common intent and agreement between two or more parties. It defines the working relationships and guidelines between collaborating groups or parties. MoUs can help clarify roles and responsibilities, intent and goals. They are morally, but not legally binding.

APPENDIX – PROJECT PLAN PHASE 1



OLD STABLES/HEN STABLAU MACHYNLLETH

PROJECT PLAN – PHASE 1

Introduction

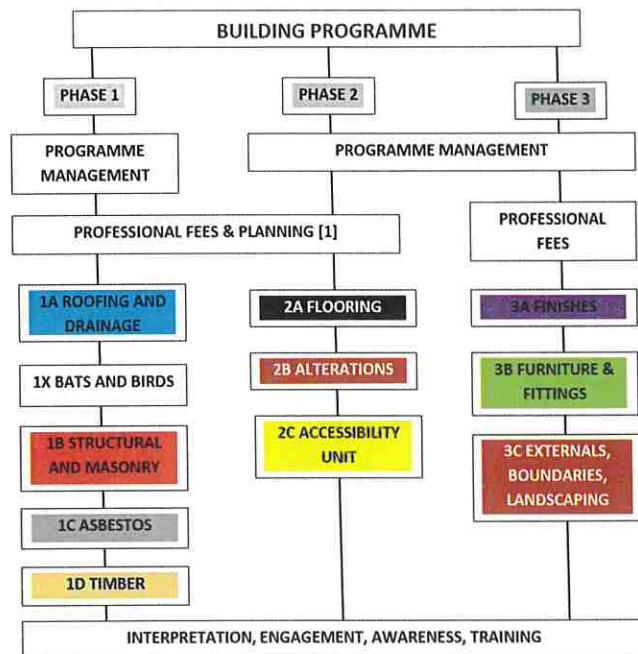
This project plan describes the actions we will take within the first phase of the overall programme to restore and re-purpose the Old Stables at Plas Machynlleth. This plan must be read in the context of the Business Plan which describes the entire programme of which this project is part.

It is important to distinguish between our interpretation of a scheme or **programme** and a **project**. In our view, a programme delivers benefits to a community through a period of change, based on an agreed vision of how the things will look in the future. Managing a programme entails co-ordinating the dynamics of its projects to move an organisation through the change process and deliver the anticipated benefits.

Programmes connect the delivery of change to the strategic objectives and direction of the organisation, and inevitably involve reviewing, refining and adjusting during the process.

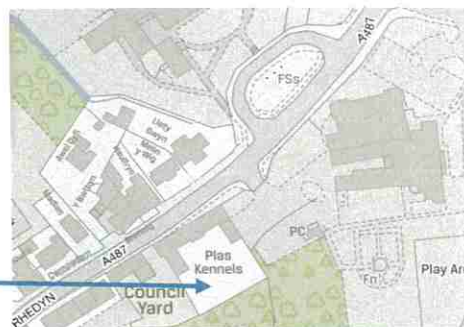
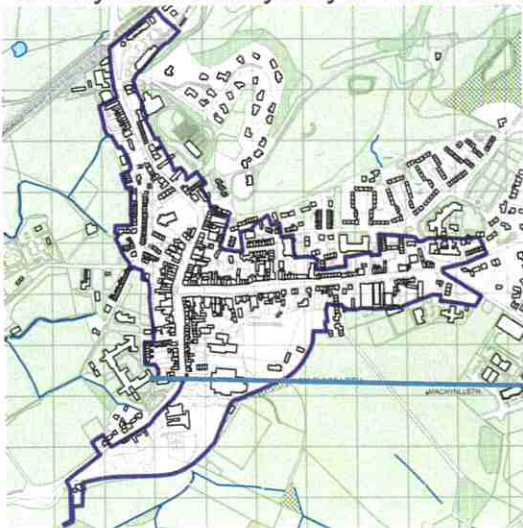
On the other hand, a project is an activity or set of activities within a defined timescale. Projects are relatively temporary processes, managed and controlled in order to meet their stated objectives within a programme. Arguably, programmes are concerned with delivering outcomes whereas projects focus on outputs that contribute to those outcomes.

The programme has been disaggregated into phases, which themselves contain a number of elements, enabling us to take a structured approach. This diagram illustrates the schematic framework within which this project fits.



Where is the project?

The Old Stables [otherwise known as the Plas Kennels] lie within the curtilage of the Machynlleth Plas estate, and are within the Machynlleth Conservation area. The property is Grade II listed and in poor condition. The back of the stables is hard against the Machynlleth-Aberystwyth Road on the edge of town. It is literally 'hidden in plain sight', since many people pass it but don't know what it is when asked.



What is the project?



The project in question is the first phase of a building restoration and re-purpose programme to convert the Old Stables for use by visitors who wish to stay and explore, understand and enjoy the natural and cultural heritage of the area. This first phase comprises four key elements:

1. Stripping off the roof, securing structural timbers by a mix of preservation and repair; retaining the important features; re-establishing the bell tower; insulating the roof with appropriate methods and materials; and re-slating the roof using as many of the existing slates as possible.
2. Removing debris and plant material from the walls, ensuring that they are structurally sound, underpinning if necessary, carrying out masonry repairs and repointing the entire building.
 -
3. Removing asbestos from the site.
4. Ensuring that rainwater goods are sound. Replace using appropriate materials where necessary. Ensuring that drainage from the property is sound. Carrying out such repairs and rebuilding of the drainage as necessary.
 -

Some surveys have yet to be completed. A collapsed staircase made it impossible for a detailed structural survey to be carried out in one area of the building. This will need to be completed. A bat emergence survey has been commissioned for the spring 2023, as a follow up from the initial ground survey. A heritage impact assessment will need to run alongside the technical and planning aspects at this stage.

Planning permission and listed building consent will need to be sought for the work, and is likely to be required for the entire scheme beyond this project.

The following table sets out the entire building programme with costs [2022] included, reflecting the layout shown above.

	PROJECT	ELEMENT	SPECIFICATION	QUANTITY	COST	% of TOTAL 1	TOTAL 2 ALLOCATION	GRANT SOUGHT F+I
1								
2	PHASE 1	1A	ROOFING	Re-roofing inc allowance for structural repairs	470sqm	£ 169,200.00		
3			DRAINAGE	Rainwater goods and drainage	370sqm	£ 22,200.00	12% £	52,267.62
4			STRUCTURAL REPAIRS	Isolated masonry repairs/strengthening	580sqm	£ 34,800.00		
5			FOUNDATIONS	Isolated underpinning	45m	£ 9,000.00		
6		1B	REPOINTING	Repointing externally	580sqm	£ 30,160.00	5% £	21,778.18
7								£ 95,738.18
8		2A	ASBESTOS	Remove asbestos from site		£ 20,000.00	1% £	4,355.64
9								£ 24,355.64
10		2B	TIMBER	Specialist treatment/repairs	570sqm	£ 42,750.00	3% £	13,066.90
11								£ 55,816.90
12	PHASE 2	2C	FLOORING	Reuse existing over new insulated limecrete floors	370sqm	£ 116,550.00		
13			FLOORING	Joist repairs/renewal upgrade for fire and sound	370sqm	£ 88,800.00	13% £	56,623.26
14			ALTERATIONS	Alterations to existing layout	570sqm	£ 228,000.00		
15				Electrical/alarms/IT	570sqm	£ 111,150.00		
16				New drainage	300m	£ 31,500.00		
17				Mechanical/plumbing - new system	570sqm	£ 79,800.00		
18		2D		New boiler/store room		£ 19,000.00	30% £	130,669.06
19								£ 600,119.06
20	PHASE 3		FINISHES	Repair/renew existing doors	570sqm	£ 31,350.00		
21				Repair/renew existing windows		£ 27,360.00		
22				Internal doors	28	£ 12,880.00		
23				New windows/openings	570sqm	£ 31,350.00		
24				Flooring	570sqm	£ 54,150.00		
25				Internal plastering/insulation	1275sqm	£ 121,125.00		
26				Ceiling plastering/repairs	570sqm	£ 57,000.00		
27		3A		Painting/decorating	570sqm	£ 42,750.00	24% £	104,535.25
28								£ 482,500.25
29			FURNITURE & FITTINGS	Sanitaryware/tiling/lining	13	£ 46,800.00		
30				Kitchen facilities		£ 28,000.00		
31				Shelves and furnishings		£ 25,000.00		
32				Beds	28	£ 14,700.00		
33		3B		Reception counter		£ 2,600.00	7% £	30,489.45
34								£ 147,589.45
35		3C	EXTERNAL	External works inc. boundaries/landscape	260sqm	£ 53,300.00	5% £	21,778.18
36								£ 99,078.18
37			TOTAL 1			£ 1,383,875.00		
				Professional & local authority fees		£ 181,156.64		£ 181,156.64
				Contractors preliminaries		£ 296,291.25		
				Contingency 10%		£ 199,272.29		
			TOTAL 2			£ 616,720.18		
			TOTAL 3			£ 2,191,995.17		£ 2,000,595.18
								£ 1,948,327.56

Why now?

There are three drivers behind this project:

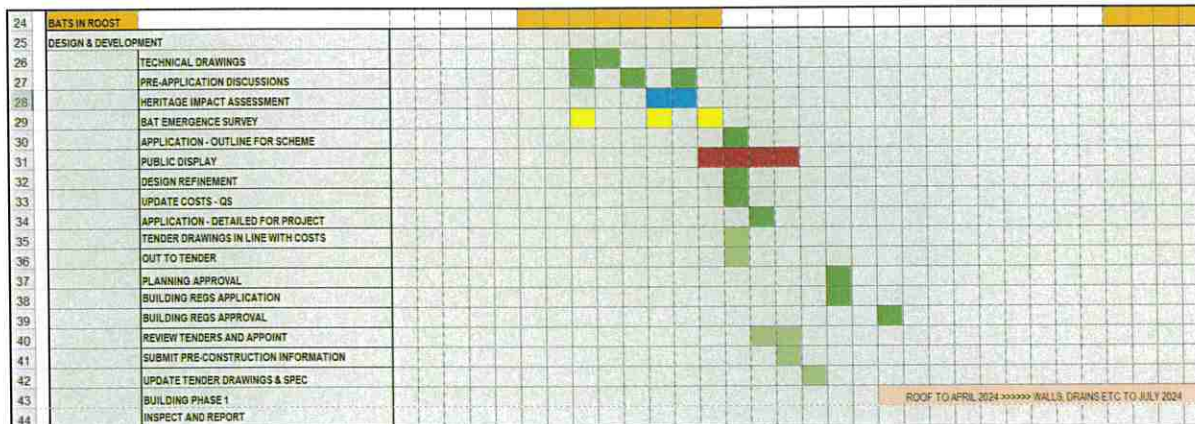
- Time – the feasibility study was carried out in 2019/2020, and whilst it is relatively fresh and its conclusions are still valid, unless action is taken, it will in time require a radical review. Furthermore, the costs are increasing to the point at which the calculations will be out of date.
- Building condition – the Old Stables is in poor condition, and deteriorating. Action needs to be taken. Whilst some repair work has been undertaken, this in itself is costly and questionable. Complete renovation is by far the more efficient use of funds, and more effective in protecting the building.
- The availability of grants. The Welsh and Westminster Governments are in the process of rolling out substantial funds. These may be one-off grants, and the opportunity needs to be taken. However, they require match funding, and seeking a funding mix between government and lottery funds would seem to be the optimal strategy.

When will it run?

Assuming that the funds are made available by June, work will commence at the beginning of July. This will comprise all the technical work required, including updated QS costings, to apply for planning permission and listed building consent.

Protected bats will be roosting until the end of August 2023, and will return in April/May 2024. This provides a window during which time the work on the roof will be prioritised. Provided this work can be completed, including providing a secure roost, before they return, work on the walls and drains can continue during the following spring, concluding in June/July 2024/

Realistically, building work is unlikely to commence before November 2023.



It is anticipated that the tendering process for a contractor will commence in August 2023 and conclude in October.

What is its purpose?

The purpose of this phase of the programme – this project – is to ensure that the external fabric of the building has been renovated to a high standard, and that the internal fabric is safe in order to progress onto to next phase of the programme.

Who will carry out the project?

The project will be co-ordinated by a project manager, via a contract issued by the Town Council. The role will include ensuring that this phase runs to time; keeping financial records; producing reports; supporting the commissioning of contractors; supporting a project to interpret and to raise awareness during this phase; maintain communication between the interested parties, namely the town council and the nascent CIC, and the professionals.

The architectural work and associated processes, namely planning, LBC and Building Regulations permissions, will be carried by the retained architect, George and Tomos of Machynlleth. The heritage aspects of the work will be supported by a registered conservation architect, Geraint Roberts. Full profiles/CVs are available on request.

An initial ecological survey was carried out by Cambrian Ecology. The company will be commissioned to complete its survey during the late spring/summer period.

A structural survey was carried out in 2020 by Grace and Howe, consulting engineers. Its work was inhibited because of the unsafe stairs in part of the building, and by the Covid pandemic. Its work will be completed as part of this project.

An asbestos survey was carried by West Environmental in 2020. An appropriate company will be commissioned to remove asbestos in line with the recommendations of the WE report.

The construction work will be carried out by a firm of contractors following a tendering process as outlined below.

What are the outputs and outcomes expected?

THEME	OUTPUTS	OUTCOMES
Planning	QS costs confirmed	Transparent planning process ensures high standard design optimising heritage and environmental potential. Confirmation of policy support for the protection and re-use of redundant heritage buildings.
	Pre-application submission to LA	
	Prepare 3D model of proposal	
	Prepare an application for planning permission/ LBC	
	Prepare and submit Building Regulations application for the works	
	Report to project	
Contractor[s]	Project management brief & tender	Efficient logistical management ensuring process runs to time and financial budget. Clarity and effective communication.
	Review & commission project manager	
	Produce tender stage drawings, specification and brief in line with project and budget constraints	Transparent processes for alerting, selecting and commissioning best value combined with expertise. Confirmation of value for money.
	Out to contractors to tender	
	Produce pre-construction estimate cost plan	
	Evaluate & commission contractor	
	Carbon footprint analysis update and report	
	Update tender drawings and specification to construction stage	
	Prepare drawing information to be displayed	Public is made aware/ informed, promoting confidence and confirming local buy-in.
	Interpretation	

		Providing opportunities to engage and to feel a part of the process. Optimising inclusivity.
	Prepare brief and tender re-asbestos removal	Ensuring a safe working environment.
	Commission asbestos removal specialists	
Surveys & reports	Structural survey completed	Optimising opportunities both built and natural heritage.
	Ecology survey and mitigation	
	Heritage Impact assessment	
Construction	Respond to Technical Queries throughout the Construction Phase (contract administration also included)	Ensuring that the construction process is safe and efficient, runs to time and within budget, and is of a high standard.
	Inspections and evaluations of work, report on progress at regular stages	
	Prepare and issue H&S file	
	Review project, agree all works and final accounts	

How will the project be evaluated?

Some of the above outputs are subject to targets as shown in figure 3. Progress will be monitored on a weekly basis, and will be subject to a monthly report.

The construction phase itself will be subject to monitoring and reporting by the architects, and will be subject to evaluation against financial and time inputs, logged via a framework to be agreed.

Public awareness and support will be assessed via questionnaires and group discussions, as well as comments made during awareness raising, interpretation and other events linked to the build process.

The key outcome is that the first phase has been achieved to the standard required, on time and at cost, to enable the following phases to be progressed.

Wendy Jones

From: William Ransford
Sent: 10 March 2023 14:54
To: Wendy Jones
Subject: FW: Machynlleth Public Toilets

From: Philip Sherrard <philip.sherrard@powys.gov.uk>
Sent: 10 March 2023 10:42
To: William Ransford <William@mjjsolicitors.co.uk>
Subject: Machynlleth Public Toilets

My ref. PS/19720

Dear Mr Ransford,

Thank you for the letter received by us on 17th February 2023.

I refer to your letter on behalf of Machynlleth Town Council concerning the running of the facility post 1st April.

May I firstly assure you that all operators who have taken over the running of public conveniences have been offered a consistent package of terms. In its decision in 2015, the Council confirmed payments of grants for a minimum of 3 years, extendable to 5 years on approval of a business case by the Portfolio Holder (on the basis of capital investment into the facilities).

Both Machynlleth and Llanidloes Groe facilities were identical in that a 3 year grant of £7,000 p.a. was offered. We can confirm that at the time funding was available, Machynlleth Town Council did not take the opportunity to submit a business case for the extension of payments for further funding. In addition to the transition funding, as part of the COVID recovery plan, the County Council has given a flat rate grant of £1,886 to each facility in the 2021/2022 financial year for additional costs that incurred during this period.

The County Council do recognise the value that public conveniences bring and therefore sought to transfer them to interested parties rather than close them when the decision was made to withdraw the discretionary service. It is appreciated that rising costs are causing a heavy burden on all services at this time, however the County Council has no budget provision for any such additional support.

We are aware that many operators have been able to access external funding that the County Council itself cannot access and it may be that this is an option for the Town Council to consider.

In the meantime, I confirm therefore that the County Council cannot offer further financial support to Machynlleth Town Council at this time for operational or improvement purposes. Should Machynlleth Town Council wish to relinquish the lease then, in the absence of finding another 3rd party group taken on the operation, the facilities will be closed.

Yours sincerely

Phil Sherrard
Cyfreithiwr Eiddo Gogledd / Property Lawyer North
County Hall
Llandrindod Wells
Powys
LD1 5LG

Dear Clerk

Please bring this letter to the attention of your Chair and Councillors.

Membership of One Voice Wales 2023-24

I am writing to invite your council to renew its membership to join One Voice Wales from April 2023. Once again, the past year has seen many positive developments to our services and for the community and town council sector in general, many of which are outlined in this letter, which we believe add significantly to the value for money offered by One Voice Wales membership.

We continue to represent the sector in a wide variety of ways – we regularly meet with the Minister for Finance and Local Government Rebecca Evans MS and we continue to represent the sector on the **Local Government Partnership Council**. During 2022-23 we have once again made strong representation on the role the sector can play in supporting sustainable local services and supporting the Local Government Reform agenda amongst others. We have maintained and further enhanced our working relationships with the Welsh Government, Welsh Local Government Association (WLGA) and the WCVA strengthening the voice of the sector within the public services family in Wales and improving working relations with the Third Sector.

One Voice Wales continues to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels including the **Climate Change Panel, Ystadau Cymru Working Group, Ministerial Towns Action Advisory Group, Welsh Government Litter Advisory Panel, Ministerial Advisory Forum on Ageing, Welsh Government Diversity in Democracy Working Group, Older Persons Commissioner Age Friendly Steering Group, Welsh Government Advisory Board on Resourceful Communities as well as Understanding Welsh Places Advisory Board**. One Voice Wales is playing an ever-increasing role in the development of resources for the sector, for example, through our **Local Places for Nature Officer** in our team who has helped hundreds of councils to date on environmental projects and issues; and following funding off Public Health Wales via Save a Life Cymru we were able to establish the post of **Community CPR and Defibrillator Manager** in the team who helped hundreds of community and town councils in 2022-23 in developing this critically important agenda. We also played a significant role working with the Welsh Government and SLCC colleagues in the development of a **Finance and Governance Toolkit** for the sector which will help to drive up standards of working practice. We continue to work collaboratively with a range of other bodies including the **Local Government Democracy and Boundary Commission for Wales, Independent Remuneration Panel, Public Services Ombudsman and Wales Audit Office**. So, our ability to influence key stakeholder organisations continues to grow year on year.

There are exciting and challenging times ahead for Community and Town Councils in Wales and we will continue to develop our lobbying and representational roles especially in relation to the outcomes of the **Local Government and Elections (Wales) Act 2021**. During 2022-23

we developed a **guidance document on the development of Training Plans, guidance on Bullying and Harassment** as well as supported the Welsh Government in delivering guidance and advice to councils on the requirements of the **Section 6 Environment Act duties**. We will continue to develop practice guides and share best practice case studies in 2023-24.

Our representational role means that **we have a direct interface not only with the Minister for Finance and Local Government but other Ministers** where our sector's remit extends. During 2022-23 we made several representations to the **Minister for Climate Change** on a range of matters - on the need for greater resources for the sector, the need for digital skills and capabilities to be developed, the role community and town councils can play in town regeneration and community planning, how the sector can support the decarbonization agenda, devolution of services and asset transfer agenda and support for the sector to better engage on the green infrastructure agenda. During 2022-23 we have extended our **representational role** - One Voice Wales' many Councillors across Wales are increasingly able to provide their views on a wide range of policy areas to support our lobbying activities and **influence government and stakeholder organisations** in their decision-making. This includes representation on health trust stakeholder forums and several **Public Services Boards**. These developments have improved and further developed our representational and lobbying roles and we will seek to further develop them in 2023-24.

Some of our other accomplishments over the past 12 months include:

- There has been a healthy increase in membership numbers during the year. Over 89% (88% previous year) of all councils in membership of One Voice Wales, or 653 (639 previous year) out of the 732 Councils in Wales and this is the highest level of membership since One Voice Wales was formed. Plans are already in place to drive increases in membership in 2023-24.
- Through our Local Places for Nature Officer post, we have enabled over £1m of funding to be accessed by Community and Town Councils across Wales with a further £500,000 of projects being worked up for 2023/24.
- Received confirmation from the Welsh Government of 3 years of additional funding at £150,000 per annum to develop resources to support community and town councils in helping their communities with the cost-of-living crisis.

As current members are aware, we provide the following services outlined below, and we are aware from feedback from our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.
- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area.**
- **Monthly** editions of our new '**E- Newsletter**'
- **Representation** of the sector on the Local Government Partnership Council.
- Creating **new opportunities for collaboration** with national organisations across Wales.

The training and development agenda is another area where much progress has been made during 2022-23 with the continued successful delivery of webinar-based training. Under the auspices of the **National Training Advisory Group**, chaired by One Voice Wales, we have continued to refine and develop and extend our training provision to the community and town council sector. Once again, the breadth of our training programmes has been extended and will be available to members throughout the year. At the time of writing, we are about to distribute a **Training Needs Survey** to member councils and during 2023-24 intend to further enhance our offering to members. To date we have provided approximately 3,000 units of training to the sector – and it is very pleasing to see councils actively engaging in developing their skills and abilities as the sector's role grows in importance.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members and have supported our councils on **community planning exercises, accountancy services, technical VAT advice, HR and personnel matters including representation at Industrial Tribunals**, assisted in **policy development and health and safety** – and at **costs significantly below market rates**. We are also now able to offer consultancy support in relation to community planning and engagement. Please contact the Ammanford Office if you would like further details on how we can support you through these services.

Importantly our role as a representative body has been significantly improved with a significant growth in our membership during 2022-23 – **at year end we had 653 local councils in membership or 89% of all community and town councils**.

I hope that this summary of current and future developments has demonstrated that One Voice Wales continues to do all it can to represent the sector and provide a high-class information and support service for our members.

For your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, please return the attached Membership Form by email or to our office in Ammanford – the address is at the top of this letter.

If you have any further queries relating to membership, please contact the office on 01269 595400 / 07917 846510 or email: tgilmartin@onevoicewales.wales

I trust that your Council will give this invitation full consideration and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2023-24.

Yours sincerely,



Lyn Cadwallader
Chief Executive

Area: Montgomery

Council: Machynlleth

Region Mid / ID: 1584



ONE VOICE WALES
The Voice of Community & Town Councils

Invoice / Membership Form

Please enter all details in block letters and return original form for our records

I write to inform you that my Council has decided to join One Voice Wales for 2023/2024

Clerk to the Council

Mr / Mrs / Ms / Miss (Delete as applicable)

Signed: Please print name:

Name & Address of Council - Enter any amendments clearly alongside

Mr Dewi Jones, Clerk
Machynlleth Town Council
Y Plas
Aberystwyth Road
Machynlleth
SY20 8ER

Tel No's: 01654 702571 /

E-mail address: Town-clerk@machynlleth-tc.gov.uk

Website: www.plasmachynlleth.co.uk

Please inform us if any of the above details change

Please tick the preferred language for future correspondence:

☐ Welsh

☐ English

☐ Bilingual

Membership Fee: **£439**

Based on 1127 chargeable dwellings @ **£0.390p** per dwelling
(Based on Valuation List, not Electoral Register)

Please make cheque payable to One Voice Wales
Bank details - Account number: 16689360 Sort code: 30-94-85

Please return the form to the following address:

One Voice Wales, 24c College Street, Ammanford, Carmarthenshire, SA18 3AF

e-mail: tgilmartin@onevoicewales.wales Tel: 01269 595400 Fax: 01269 598510

UN LLAIS CYMRU
Llais Cyngorau Cymuned a Thref

Anfoneb / Ffurflen Aelodaeth

**Rhowch yr holl fanylion mewn bloc llythrennau a dychwelwch y ffurflen
Wreiddiol ar gyfer ein cofnodion**

Ysgrifennaf i'ch hysbysu bod fy Nghyngor wedi penderfynu ymuno â Un Llais Cymru ar gyfer
2023/2024

Clerc i'r Cyngor

Mr / Mrs / Ms / Miss (Dileë fel bo'n gymwys)

Arwyddwyd: Llythrennau brâs:

Enw a Chyfeiriad y Cyngor - Nodwch unrhyw newidiadau i'r manylion yn glir.

Mr Dewi Jones, Clerk
Machynlleth Town Council
Y Plas
Aberystwyth Road
Machynlleth
SY20 8ER

Rhif Ffôn: 01654 702571 /

Cyfeiriad e-bost: Town-clerk@machynlleth-tc.gov.uk

Gwefan: www.plasmachynlleth.co.uk

Rhowch wybod i ni am unrhyw newidiadau i'r manylion uchod os gwelwch yn dda

Ticiwch i nodi eich dewis iaith i dderbyn gohebiaith os gwelwch yn dda.

☐ Cymraeg

☐ Saesneg

☐ Dwyieithog

Tâl Aelodaeth: **£439**

Yn seiliedig ar 1127 o anheddau trethadwy yn ôl **£0.390p** yr annedd.
(Yn seiliedig ar Restr Brisio, nid Cofrestr Etholiadol)

Gwnewch y siec yn daladwy i Un Llais Cymru
Manylion Banc – Rhif y Cyfrif: 16689360 Cod Didoli'r: 30-94-85

Dychwelwch y ffurflen i'r cyfeiriad canlynol:

Un Llais Cymru, 24c Stryd y Coleg, Rhydaman, Sir Gaerfyrddin, SA18 3AF

e-bost: tgilmartin@onevoicewales.wales Rhif Ffôn: 01269 595400 Ffacs: 01269 598510

MTC Town Clerk

From: Tracy Gilmartin <tgilmartin@onevoicewales.wales>
Sent: 10 March 2023 13:14
To: Tracy Gilmartin
Subject: REMINDER FW: TRAINING NEEDS SURVEY 2023 Respond by 28 March
Attachments: SurveyMonkey Questions 2023.pdf

For information we have had 85 responses so far, if you are able to respond we would be extremely grateful.

Dear Chair/Clerk,

TRAINING NEEDS SURVEY 2023

One Voice Wales and the Society of Local Council Clerks have developed a training needs survey which we would like your Council to complete so that we can plan future training arrangements within our respective organisations that reflect the current needs of the sector. A copy of the survey is attached so that you can discuss the questions within the Council before completing the survey online. You will note that the questions relate to councillors, clerks and other staff as well as to the general role of the Council.

It is estimated that to complete the survey online will take around 20 minutes of your time and I would be grateful if you could spend time beforehand going through the attached copy of the questions so that your responses are well thought out before completing the online survey. For those Clerks that work for more than one council you will be able to complete the survey for each Council from a single browser if this is the method that is appropriate for you.

It is suggested that maybe a small group of councillors including the Chair should with the Clerk consider the responses to the questions before the online survey is completed.

I sincerely hope that you will allocate the necessary time to complete the survey so that the results can be regarded as fully reflective of the views of councils in Wales.

The closing date for responses is 28 March 2023.

The web-link to access the survey is: <https://www.surveymonkey.co.uk/r/WXCRMXM>

In past surveys of this nature, we have received about a 40% response and I am hopeful that on this occasion we can achieve with your support a much higher percentage than in previous surveys ensuring that the results can be fully relied upon to help both our organisations plan ahead with training opportunities that match your needs.

Thank you in advance for your help and support in relation to this important survey.

Yours faithfully,
Lyn Cadwallader
Chief Executive, One Voice Wales

One Voice Wales/Un Llais Cymru
24c College Street/Stryd y Coleg
Ammanford/Rhydaman

Training Needs Survey 2023/Arolwg Anghenion Hyfforddiant

1. Please provide the name of your Council/Rhowch enw eich Cyngor

2. Does your Council support the training of its members and officers?/A yw eich Cyngor yn cefnogi hyfforddiant ar gyfer ei aelodau a swyddogion?

- ☐ Yes/Ydy
☐ No/Nac ydy

3. Does your Council consider that training of its members and officers should be mandatory?/A yw eich Cyngor yn credu y dylai hyfforddiant ar gyfer ei aelodau a swyddogion fod yn orfodol?

- ☐ No/Nac ydy
☐ Yes for new members and officers/Ydy ar gyfer aelodau a swyddogion newydd
☐ Yes for all members and officers/Ydy ar gyfer rhai aelodau a swyddogion
☐ Yes for some courses: please give details/Ydy ar gyfer rhai cyrsiau: rhowch fanylion os gwelwch yn dda
☐ Yes - other - please give details/Ydy - arall - rhowch fanylion os gwelwch yn dda

please give details/Ydy ar gyfer rhai cyrsiau: rhowch fanylion os gwelwch yn dda

4. Does your Council have an approved budget for training?/A oes gan eich Cyngor gyllideb benodol ar gyfer hyfforddiant?

- ☐ Yes/Oes
☐ No/Nac oes

Councillor Training/Hyfforddiant i Gynghorwyr

5. Do your Councillors attend One Voice Wales Courses?/A yw eich Cynghorwyr yn mynychu cyrsiau Un Llais Cymru?

- ☐ Yes/Ydynt
☐ No/Nac ydynt

6. What percentage of your Councillors attend training courses?/Pa ganran o'ch Cynghorwyr sy'n mynychu cyrsiau hyfforddiant?

7. Do you know if your Councillors are satisfied with the One Voice Wales courses attended?/Ydych chi'n gwybod a yw eich Cynghorwyr yn fodlon â'r cyrsiau Un Llais Cymru y buont ynddynt?

- ☐ Yes/Ydynt
☐ No/Nac ydynt
☐ Not sure/Ddim yn siŵr

8. On a scale of 1-4 do you know how Councillors would rate the quality of trainers used by One Voice Wales? (4= Highest score)/Ar raddfa o 1-4 ydych chi'n gwybod sut fyddai'r Cynghorwyr yn barnu ansawdd yr hyfforddwyr a ddefnyddir gan Un Llais Cymru? (4= Sgôr uchaf)

- ☐ 1
☐ 2
☐ 3
☐ 4
☐ Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod

9. As Chair/Clerk how likely are you to recommend attending One Voice Wales training to your colleagues?/Fel Cadeirydd/Clerc pa mor debygol ydych chi o annog eich cydweithwyr i fynychu hyfforddiant Un Llais Cymru?

- | | |
|--|---|
| <input type="radio"/> Very likely/Tebygol iawn | <input type="radio"/> Unlikely/Annhebyg |
| <input type="radio"/> Likely/Tebygol | <input type="radio"/> Very Unlikely/Annhebyg iawn |
| <input type="radio"/> Not sure/Ddim yn siŵr | |

10. What do you think are the main barriers for your Councillors in attending training courses? Please tick all that apply./Beth yn eich barn chi yw'r prif rwystrau i'ch Cynghorwyr wrth geisio mynychu cyrsiau hyfforddiant? Ticiwch bob un perthnasol.

- | | |
|---|---|
| <input type="checkbox"/> Cost | <input type="checkbox"/> Other (please specify)/Arall (rhowch fanylion) |
| <input type="checkbox"/> Time commitment/Ymrwymiad amser | <input type="checkbox"/> None/Dim |
| <input type="checkbox"/> Timing of courses/Amseriad cyrsiau | <input type="checkbox"/> Don't know/Dim yn gwybod |
| <input type="checkbox"/> Lack of support/Diffyg cefnogaeth | |

11. What days of the week would your Councillors prefer to attend training courses? Please tick all that apply./Ar ba ddyddiau'r wythnos fyddai'n well gan eich Cynghorwyr fynychu cyrsiau hyfforddiant? Ticiwch bob un perthnasol

- | | |
|---|---|
| <input type="checkbox"/> Monday/Dydd Llun | <input type="checkbox"/> Friday/Dydd Gwener |
| <input type="checkbox"/> Tuesday/Dydd Mawrth | <input type="checkbox"/> Saturday/Dydd Sadwrn |
| <input type="checkbox"/> Wednesday/Dydd Mercher | <input type="checkbox"/> No preference/Don't know/Dim blaenoriaeth/Ddim yn gwybod |
| <input type="checkbox"/> Thursday/Dydd Iau | |

12. What time of day would your Councillors prefer to attend training courses?/Ar ba adeg o'r dydd fyddai'n well gan eich Cynghorwyr fynychu cyrsiau hyfforddiant?

- ☐ Morning/Bore
☐ Afternoon/Prynhawn
☐ Evening/Gyda'r nos
☐ No preference/Dim blaenoriaeth
☐ Not sure/Ddim yn siŵr

13. How far would your Councillors travel for face-to-face training courses?/Pa mor bell fyddai eich Cynghorwyr yn teithio ar gyfer cyrsiau hyfforddiant wyneb yn wyneb?

- ☐ 5- 10 miles/5- 10 milltir
☐ 10- 20 miles/10- 20 milltir
☐ 20- 30 miles/20- 30 milltir
☐ 30- 40 miles/30- 40 milltir
☐ Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod

14. On a scale of 1-4, how appropriate and relevant do you as Chair/Clerk consider OVW training? (Best score =4)/Ar raddfa o 1-4, pa mor addas a pherthnasol yw hyfforddiant Un Llais Cymru yn eich barn chi fel Cadeirydd/Clerc? (Sgôr orau =4)

- ☐ 1
☐ 2
☐ 3
☐ 4
☐ Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod

15. What do you consider is a reasonable amount to pay for Councillor training courses?/Yn eich barn chi, beth sy'n swm rhesymol i'w dalu am gyrsiau hyfforddiant i Gynghorwyr?

- ☐ Up to £30/Hyd at £30
☐ Up to £50/Hyd at £50
☐ Up to £70/Hyd at £70
☐ Up to £80/Hyd at £80
☐ Over £80/Dros £80
☐ Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod

16. Have your Councillors attended One Voice Wales training Webinars?/A yw eich Cynghorwyr wedi mynychu Gweminarau hyfforddiant Un Llais Cymru? (If yes please answer 17 if No skip to 18/Os do atebwch 17 os gwelwch yn dda os Naddo ewch ymlaen i 18)

- ☐ Yes/Do
☐ No/Naddo

17. On a scale of 1-4 how informative and relevant have your Councillors found webinars to be? (Best score = 4)/Ar raddfa o 1-4 pa mor ddefnyddiol a pherthnasol oedd y gweminarau ym marn eich Cynghorwyr? (Sgôr orau = 4)

- ☐ 1
☐ 2
☐ 3
☐ 4
☐ Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod

18. Would your Councillors prefer face to face training sessions, e-learning or webinars?/A fyddai'n well gan eich Cynghorwyr gael sesiynau hyfforddiant wyneb yn wyneb, e-ddysgu neu weminarau?

- | | |
|--|---|
| <input type="radio"/> Prefer face to face sessions/Sesiynau wyneb yn wyneb fyddai orau | <input type="radio"/> No preference between face to face and webinars/Dim blaenoriaeth i wyneb yn wyneb na gweminarau |
| <input type="radio"/> Prefer e-learning/E-ddysgu fyddai orau | <input type="radio"/> Don't know/Ddim yn gwybod |
| <input type="radio"/> Prefer webinars/Gweminarau fyddai orau | |

19. What language demand is there for Councillor training in your Council?/Ym mha iaith fyddai eich Cynghorwyr yn dymuno cael yr hyfforddiant?

- ☐ Welsh/Cymraeg
- ☐ English/Saesneg
- ☐ Both Welsh and English/Cymraeg a Saesneg
- ☐ Don't know/Dim yn gwybod

20. Would your Council be interested in commissioning bespoke training for Councillors?/A fyddai diddordeb gan eich Cyngor mewn comisiynu hyfforddiant pwrpasol ar gyfer Cynghorwyr?

- ☐ Yes/Byddai
- ☐ No/Na fyddai
- ☐ Don't know/Ddim yn gwybod

21. Other than One Voice Wales courses, what other courses have your Councillors attended? (Please provide details)/Ac eithrio cyrsiau Un Llais Cymru, pa gyrsiau eraill mae eich Cynghorwyr wedi'u mynychu? (Rhowch fanylion os gwelwch yn dda)

--

22. Are there any courses you consider necessary which are not provided for Councillors by One Voice Wales?/A allwch enwi unrhyw gyrsiau sydd yn hanfodol ar gyfer Cynghorwyr nad yw Un Llais Cymru yn eu darparu?

- ☐ Yes/Gallaf
- ☐ No/Na allaf
- ☐ Don't know/Ddim yn gwybod

If yes, please provide details/Os gallwch, rhowch fanylion os gwelwch yn dda

23. Are new Councillors inducted into their new roles after election or co-option and if so how is this arranged?/A yw Cynghorwyr newydd yn cael eu cyflwyno i'w rolau ar ôl cael eu hethol neu gyfethol, ac os felly sut mae hynny'n cael ei drefnu?

- ☐ Yes/Ydynt
- ☐ No/Nac ydynt

If yes - please describe the arrangements for induction of new Councillors/Os ydynt - gofynnir ichi ddisgrifio'r trefniadau cynefino ar gyfer Cynghorwyr newydd

24. Have your Councillors received training in connection with diversity in democracy?/A yw eich Cynghorwyr wedi cael hyfforddiant ar amrywiaeth mewn democratiaeth?

- ☐ Yes/Do
- ☐ No/Naddo

If yes - please describe the type of training received/Os ydynt - gofynnir ichi ddisgrifio'r math o hyfforddiant a gafwyd

25. Has your Council started to use the Finance and Governance Self-Assessment Toolkit?/A yw eich Cyngor wedi dechrau defnyddio'r Pecyn Hunanasesu ar Gyllid a Llywodraethiant?

- ☐ Yes/Do
- ☐ No/Naddo

26. If the Council has started to use the Toolkit how useful is it in assisting the Council to enhance its financial and governance arrangements?/Os yw eich Cyngor wedi dechrau defnyddio'r Pecyn Hunanasesu pa mor ddefnyddiol ydyw yn helpu'r Cyngor i gryfhau ei drefniadau ariannol a llywodraethiant?

- ☐ Extremely useful/Arbennig o ddefnyddiol
- ☐ Very useful/Defnyddiol iawn
- ☐ Useful/Defnyddiol
- ☐ Not that useful/Ddim yn arbennig o ddefnyddiol

Please give any comments about your experience of using the toolkit./Rhowch unrhyw sylwadau am eich profiad o ddefnyddio'r Pecyn Hunanasesu.

27. Has your Clerk attended any training provided by the Society of Local Council Clerks (SLCC)?/A yw eich Clerc wedi mynychu unrhyw hyfforddiant a ddarperir gan y Gymdeithas Clercod Cyngorau Lleol (SLCC)?

- ☐ Yes/Do
- ☐ No/Naddo

If yes answer 28, if no skip to 30/Os do atebwch 28, os naddo ewch ymlaen i 30

28. On a scale of 1-4 how does your Clerk rate the trainers used by the SLCC? (Best score = 4)/Ar raddfa o 1-4 sut mae eich Clerc yn barnu'r hyfforddwyr a ddefnyddir gan yr SLCC? (Sgôr orau = 4)

- | | |
|-------------------------|---|
| <input type="radio"/> 1 | <input type="radio"/> 4 |
| <input type="radio"/> 2 | <input type="radio"/> Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod |
| <input type="radio"/> 3 | |

29. What sector qualifications does your Clerk hold? Please tick all that apply/Pa gymwysterau sector sydd gan eich Clerc? Ticiwch bob un perthnasol

☐ Community Governance or Local Policy Degree/Gradd Llywodraethiant Cymunedol neu Bolisi Lleol

☐ FILCA

☐ CILCA

☐ ILCA (or Working with your Council)/ILCA (neu Gweithio gyda'ch Cyngor)

☐ None/Dim

30. If the Clerk does not have the CILCA qualification would the Council financially support and provide workload relief for the Clerk to undertake the qualification?/Os nad oes gan eich Clerc gymhwyster CILCA a fyddai'r Cyngor yn rhoi cymorth ariannol ac yn ysgafnhau ei lwyth/liwyth gwaith fel y gallai'r Clerc astudio ar gyfer y cymhwyster?

- ☐ Yes/Byddai
☐ No/Na fyddai
☐ Don't know/Ddim yn gwybod

31. Would your Clerk be prepared to pursue the CILCA qualification?/A fyddai eich Clerc yn fodlon astudio ar gyfer cymhwyster CILCA?

- ☐ Yes/Byddai
☐ No/Na fyddai
☐ Don't know/Ddim yn gwybod

32. Does your Clerk have a preference for the day SLCC training events are delivered? Please tick all that apply/A fyddai'n well gan eich Clerc pe bai digwyddiadau hyfforddiant yr SLCC yn cael eu cynnal ar unrhyw ddiwrnod arbennig? Ticiwch bob un perthnasol

- | | |
|---|---|
| <input type="checkbox"/> Monday/Dydd Llun | <input type="checkbox"/> Friday/Dydd Gwener |
| <input type="checkbox"/> Tuesday/Dydd Mawrth | <input type="checkbox"/> Saturday/Dydd Sadwrn |
| <input type="checkbox"/> Wednesday/Dydd Mercher | <input type="checkbox"/> No preference/Dim blaenoriaeth |
| <input type="checkbox"/> Thursday/Dydd Iau | |

33. With regard to 'in person' training, how far would your Clerk travel for face-to-face training?/O ran hyfforddiant 'wyneb yn wyneb', pa mor bell fyddai eich Clerc yn teithio ar gyfer hyfforddiant wyneb yn wyneb?

- | | |
|---|---|
| <input type="radio"/> 5- 10 miles/5- 10 milltir | <input type="radio"/> 30- 40 miles/30- 40 milltir |
| <input type="radio"/> 10- 20 miles/10- 20 milltir | <input type="radio"/> Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod |
| <input type="radio"/> 20- 30 miles/20- 30 milltir | |

34. On a scale of 1-4 how would you describe the appropriateness and relevance of training offered by the SLCC for Clerks? (Best score = 4)/Ar raddfa o 1-4 sut fyddech chi'n disgrifio addasrwydd a pherthnasedd yr hyfforddiant a gynigir gan yr SLCC ar gyfer Clercod? (Sgôr orau =4)

- | | |
|-------------------------|---|
| <input type="radio"/> 1 | <input type="radio"/> 4 |
| <input type="radio"/> 2 | <input type="radio"/> Don't know/Unsure/Ddim yn gwybod/Ddim yn siŵr |
| <input type="radio"/> 3 | |

35. Has your Clerk attended one or more of the SLCC training events?/A yw eich Clerc wedi mynychu digwyddiad neu ddigwyddiadau hyfforddiant yr SLCC?

- ☐ Yes/Do
☐ No/Naddo

36. What do you think is a reasonable amount to pay for a Clerk's training course delivered virtually?/Beth yn eich barn chi sy'n swm rhesymol i'w dalu am gwrs hyfforddiant Clercod a gyflwynir yn rhithiol?

- | | |
|--|---|
| <input type="radio"/> Up to £30/Hyd at £30 | <input type="radio"/> Up to £80/Hyd at £80 |
| <input type="radio"/> Up to £50/Hyd at £50 | <input type="radio"/> Over £80/Dros £80 |
| <input type="radio"/> Up to £70/Hyd at £70 | <input type="radio"/> Not sure/Don't know/Ddim yn siŵr/Ddim yn gwybod |

37. What do you think is a reasonable amount to pay for a Clerk's training course delivered in person?/Beth yn eich barn chi sy'n swm rhesymol i'w dalu am gwrs hyfforddiant Clercod a gyflwynir wyneb yn wyneb?

- | | |
|--|---|
| <input type="radio"/> Up to £50/Hyd at £50 | <input type="radio"/> Over £80/Dros £80 |
| <input type="radio"/> Up to £70/Hyd at £70 | <input type="radio"/> Not sure/don't know/Ddim yn siŵr/Ddim yn gwybod |
| <input type="radio"/> Up to £80/Hyd at £80 | |

38. Which method of training delivery has your Clerk accessed? Please tick all that apply./Pa ddull darparu hyfforddiant mae eich Clerc wedi manteisio arnynt? Ticiwch bob un perthnasol

- | | |
|--|--|
| <input type="checkbox"/> Face to face/Wyneb yn wyneb | <input type="checkbox"/> Residential Conference/Cynhadledd Breswyl |
| <input type="checkbox"/> Webinar/Gweminar | <input type="checkbox"/> None/Dim un |
| <input type="checkbox"/> E-learning/E-ddysgu | |

39. The SLCC has recently launched ILM accredited courses in Leadership and Management and Mentoring and Coaching. Would the Council support the Clerk to undertake these courses?/Mae'r SLCC wedi lansio cyrsiau achrededig ILM mewn Arweinyddiaeth a Rheolaeth a Mentora a Hyfforddiant yn ddiweddar. A fyddai'r Cyngor yn cefnogi'r Clerc i fynychu'r cyrsiau hyn?

- ☐ Yes/Byddai
- ☐ No/Na fyddai
- ☐ Don't know/Ddim yn gwybod

40. Are there any areas of Clerk's training that you consider are not currently covered?/Allwch chi feddwl am unrhyw agweddau ar hyfforddiant y Clerc nad oes darpariaeth ar eu cyfer ar hyn o bryd?

- ☐ Yes/Gallaf
- ☐ No/Na allaf

If Yes, please tell us about your requirements:/Os Gallaf, rhwngch wybod inni beth yw eich gofynion:

41. Apart from training provided by the SLCC, what other sources of training and development has the Council procured for the Clerk?/Please describe if procured:/Heblaw am yr hyfforddiant a ddarperir gan yr SLCC, pa fathau eraill o hyfforddiant a datblygiad mae'r Cyngor wedi'u trefnu ar gyfer y Clerc?/Disgrifiwch unrhyw beth a drefnwyd:

42. We have asked a number of questions regarding training, is there anything you would like to add or comment on?/Rydym wedi gofyn nifer o gwestiynau ynghylch hyfforddiant; a oes unrhyw beth yr hoffech ei ychwanegu neu gynnig sylw arno?

43. Does your Council employ a separate RFO, Deputy Clerk or other officers?/A yw eich Cyngor yn cyflogi Swyddog Ariannol Cyfrifol ar wahân, Dirprwy Clerc neu swyddogion eraill?

- ☐ Yes/Ydy
- ☐ No/Nac ydy

44. Do you support training for officers other than the Clerk?/Ydych chi'n cefnogi hyfforddiant ar gyfer unrhyw swyddogion eraill heblaw am y Clerc?

- ☐ Yes/Ydym
- ☐ No/Nac ydym
- ☐ N/A

45. Has your Council approved a training plan as required under the provisions of the Local Government and Elections (Wales) Act 2021?/A yw eich Cyngor wedi cymeradwyo cynllun hyfforddiant fel y mae darpariaethau Deddf Llywodraeth Leol ac Etholiadau (Cymru) 2021 yn mynnu y dylai?

☐ Yes/Ydy

☐ No/Nac ydy

☐ In the course of preparation/Mae yn yr arfaeth ar hyn o bryd



17.3

Georgie Bevan
Pennaeth Addysg / Head of Education

Atebwch os gwelwch yn dda / Please reply to:

Gwasanaeth Ysgolion / Schools Service
Cyngor Sir Powys / Powys County Council
Neuadd y Sir / County Hall
Llandrindod Wells
Powys LD1 5LG

Os yn galw gofynnwch am / If calling please ask for

Ffôn / Tel: 01597 826097

E-bost / Email: georgie.bevan@powys.gov.uk

Dyddiad / Date: 06 March 2023

Mr Dewi Jones
Town Clerk
Machynlleth Town Council Office
Y Plas
Fford Aberystwyth
Machynlleth
Powys
SY20 8ER

****Anfonwyd trwy e-bost / Sent via email****

Dear Dewi

Re: Letter in respect of breakfast clubs

Many thanks for your letter dated 3 February 2023 regarding breakfast clubs at local schools.

As outlined in the letter from Jeremy Miles AS / MS, 'A local authority has the delegated authority to deliver the breakfast scheme in a way in which is best services its own local needs and policies'. Budget provision received by Powys County Council for Breakfast Clubs is, and has been, delegated to schools over recent years.

For those schools who do not currently make provision for Breakfast Clubs, the schools are consciously making the decision (as set out in the statutory guidance for free breakfast clubs) that making provision would be impractical in their school.

I have attached a PDF document for information with this with this letter and if I can be of any further assistance, please contact myself or my Personal Assistant Lynda Baker.

Yn gywir / Yours sincerely

Georgie Bevan
Pennaeth Addysg / Head of Education

www.powys.gov.uk

Croeso i chi gysylltu â ni yn Gymraeg. Byddwn yn ymateb yn Gymraeg, heb oedi.
You are welcome to contact us in Welsh. We will respond in Welsh, without delay.

