

**Meeting of the Management Sub Committee held at the
Welfare Hall, Ystradgynlais on the
18th May 2021 at 6.30pm.**

Present

**Councillors G Davies, M Donnelly, M Gough
R Phillips A Williams**

1. ELECTION OF CHAIRMAN

Resolved that Councillor M Donnelly be elected as Chairman of the Sub Committee for the Municipal Year 2021/22.

2. WORKS MAINTENANCE / CAPITAL CONTRACTS AND STAFFING MATTERS.

Sub Committee Members discussed in detail various issues relating to the above matters. In summary, discussions centred around the need to appoint a Technical Adviser to the Council which was a post identified on the Councils organisational structure, the possibility of employing specialised Consultants for large scale projects, the lower tender limit be increased from the current £3500 level to projects estimated to be over £6000. Also discussed was the backlog of paperwork that had accumulated over the past year as a result of Covid and the need to tackle this problem. Also the Ward committee terms of reference needed to be implemented as agreed at the recent Annual meeting of the Council. The drainage problems identified at a recent site meeting at Coronation Park needed to be further addressed following Powys County Council refusal to assist the Town Council in the provision of an effective Technical and Advisory service.

Recommended that:

a) the terms of reference of the Ward Committees be circulated to all 4 Wards and be fully implemented as stated.(copy attached as Appendix 1).

b) a copy of the Councils approved list of Contractors be circulated (copy attached herewith as Appendix 2).

1.

c) The tender limit for works contracts exceeding £3,500, as stipulated in the Councils Standing orders, be increased to works contracts exceeding £6,000. Standing Orders Sections 62 and 63a).

d) the Town Council advertise the vacant position of Technical Adviser as detailed in the staffing review report of 2019.

e) £2,000 be allocated to cover staff costs to deal with the backlog of Office work due to the COVID position over the past year.

f) the drainage problems identified at Coronation Park be deferred until a Technical Adviser is in post.

The meeting terminated at 8.30pm

2.

b) Ward Committees

Resolved that :-

1) Ward Committees shall be established to include all Council Ward Members for the following Wards:-

| | | |
|--------------------|---|-----------|
| Ystradgynlais Ward | - | 5 Members |
| Ynyscedwyn Ward | - | 4 Members |
| Cwmtwrch Ward | - | 4 Members |
| Abercrave Ward | - | 3 Members |

2) Ward Committees shall have plenary powers under the Councils Small Contract Scheme for path, parks and open space maintenance to:-

a) determine work programmes and estimated expenditure, and the submission thereof to the Council for approval in January of each year for the contract work to be undertaken in the next financial year.

b) carry out the works by engaging contractors identified on the Councils approved list, subject to a maximum expenditure per contract of £3,500.

c) allow any two of the Ward Members and the Clerk or Technical Adviser to issue, monitor, approve and sign the contract.

d) to inform the Council regarding the letting of a contract, the name of the contractor so that the Council can approve the payment of the contract.