

# Dyffryn and Talybont Regen Group

## Meeting minutes

**Location:** Hendre Wen

**Date:** 24/09/2024

**Time:** 19:00 hrs

### Agenda items

- I. **Attendees:** Dianne Follows, Sarah Tibbetts, Jane Tibbetts, Bronwen Pooler, Sue Fryatt, Kirstie Lumsdon, Steve Wells, Mick Tibbetts

**Apologies:** Derek Haywood

II. **Review of Minutes of Previous Meeting (AGM/EGM 16/07/2024)**

The minutes were reviewed and accepted by those present, it was noted that the minutes were brief and that more detailed minutes would be produced in future.

It was noted that Emma Barley (Mima) did not take up the position of Secretary after being voted in at the AGM

It was noted that private correspondence has been received from Kevin Chambers since the AGM resigning his position as Chair.

**Dianne Follows stood as chair – the vote is recorded as Agenda Item IV – but this was passed unanimously at this point in the meeting in order that Dianne could officially Chair the meeting.**

Dianne welcomed everyone to the 1<sup>st</sup> official meeting of the Regen Group Following the AGM.

It was agreed that initial meetings would be closed whilst documents, finances and policies are being reviewed but that all meeting minutes would be published for the community to review. Meetings may be open to the public in future and this will be discussed at a later date. Should an individual or group wish to attend they can email the regen group to request this.

[regengroupdyffrynandtalybont@gmail.com](mailto:regengroupdyffrynandtalybont@gmail.com)

It was acknowledged that the website is currently not up to date and that meeting minutes and reports should be updated as a priority. It was noted that this may take a little time as a handover of the website is required from the previous committee. In the meantime it was agreed that minutes would be published on community notice boards and via requests on social media.

III. **Requests from Members of The Community to Join the Regen Group**

Communications have been received from three members of the community requesting to join the Regen Group.

Kirstie Lumsdon – as Position of Secretary  
Sarah Tibbets – General Committee Member  
Bronwen Pooler – General Committee Member  
Jane Tibbets - General Committee Member

All were unanimously welcomed as new members of the Committee by a show of hands.

#### **IV. Election of New Posts on the Committee in accordance with the Constitution**

Chair – Dianne Follows – unanimous show of hands  
Nominated by Jane Tibbets  
Seconded by Sue Fryatt  
Secretary – Kirstie Lumsdon – unanimous show of hands  
Nominated by Sue Fryatt  
Seconded by Sarah Tibbets  
Vice Chair remains unfilled as Derek Haywood was not present at the meeting. This will be followed up at the next meeting.  
Support for the Secretary with regards to IT Support, Website maintenance and Welsh Language to be given by Sarah Tibbets.

#### **V. Confirmation of Committee Members and Posts**

Chair – Dianne Follows  
Vice Chair – TBC  
Secretary – Kirstie Lumsdon  
Treasurer – Mick Tibbets  
2<sup>nd</sup> Signature with Bank – Dianne Follows  
IT/Welsh Language Support – Sarah Tibbets  
Committee Member – Steve Wells  
Committee Member – Sue Fryatt  
Committee Member – Bronwen Pooler  
Committee Member – Jane Tibbets  
Committee Member – Derek Haywood

#### **VI. Treasurer's Report – Mick Tibbets**

A written report was provided to the committee by the Treasurer.

It was noted that handover and signoff by outgoing Treasurer Mr M Tregenza took place on 14/07/2024.  
The Treasurer confirmed acceptance of the following figures in the accounts

Defib Project	£ 102.98
Daffodil Project	£ 150.00
Bee Project	£3132.67
Regen Group	£2591.24

Two areas still require clarification, the Treasurer will clear these up before the next meeting.

Cambrian Beach Guardians	£307.58
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Y Tir	£928.00
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There is an outstanding invoice owed to [REDACTED] for the purchase of a gazebo from the Y Tir Funds - £79.99. This will be paid as soon as the bank have finished the ID checks and issued banking logins and cheque books.

It was agreed that the Treasurer could use internet banking. Dyffryn Elves have requested to use the Regen Bank Accounts, this was unanimously approved.

There are queries to be resolved regarding the Y Tir accounts. Following an unsuccessful visit to the Y Tir Treasurer's house on 17/09/2024 its was agreed that M Tibbetts should wait to be contacted by the Y Tir Treasurer, phone number has been passed on.

#### **VII. Review of Constitution, Policies and Procedures**

All information received from Mr S Chambers – outgoing Secretary was passed onto K Lumsdon. Kirstie Lumsdon will provide copies for ongoing review at future meetings.

We will also begin to discuss how to embark on community engagement and gathering feedback.

It was discussed that an email address for the Regen Group should be established and to direct people to contact the Regen Group via that address rather than through personal contact, which has happened in the past.

An automated reply would be set-up acknowledging receipt of all incoming mail.

An email signature would also be created advising people that moving forward, only emails received to the Regen Inbox will be reviewed by the committee and not those sent to personal email addresses. This will need to be communicated.

#### **VIII. Correspondence Received [REDACTED] via [REDACTED]**

The Chair read an email complaint that has been received from the [REDACTED] [REDACTED]. On 15/09/2024. Its was agreed that the email would be forwarded to the new Regen email address and a reply drafted, approved and sent by C.O.B 25/09/2025.

[REDACTED] email also highlighted that the contact feature on the website is not working and this needs to be resolved ASAP during the website handover.

#### **IX. Preparation for Community Council Meeting 01/10/2024 - Discussion regarding presentation to CC on the subject of Y Tir Elections.**

Proposals written by Mick Tibbetts and Steve Wells were reviewed. Its was discussed that both included good points and that they should be amalgamated.

It was agreed that the Secretary should take both

documents and combine them to produce a succinct presentation. This should be done as a priority before C.O.B 25/09/2024 in order that Mick and Dianne can prepare for the meeting.

**X. Any Other Business**

It was agreed that we need to start reviewing existing and creating new policies. Initial Policies to look at are:

- Constitution
- Complaints Procedure
- Welsh Language Policy
- Data Protection

**XI. Points of Action**

Action items	Owner(s)	Deadline	Status
Resolved Accounts Queries	M Tibbetts	Next meeting TBC	
Regen Email	K Lumsdon	25/09/2024	
Respond to [REDACTED]	K Lumsdon	25/09/2024	
Re-draft CC Presentation	K Lumsdon	25/09/2024	
Draft Minutes	K Lumsdon	25/09/2023	
Translate Minutes	S Tibbetts		