Cyngor Cymuned Clunderwen

Clynderwen Community Council

Minutes of meeting held by Clynderwen Community Council on Thursday 9th June 2022 in the Community Hall.

Present: L Owen (Chair), D Williams, T Morris, S Richards

Observers: S Wright, P Lloyd

No others in attendance.

1. Declaration of Interest

None submitted

1. Apologies

None received

1. Confirm minutes of previous meeting

Proposed as true record TM seconded DW

1. Matters arising from the minutes
   1. Accounts for the year 2021/2022 to be finalised
   2. Chairmans Discretion and Chairmans allowance; guidance to be sought on relevance for both as agenda items. CC to follow up
2. Co-opt new members to the council
   1. S Wright, P Lloyd, S James and D John are co-opted into the council proposed by SR and seconded TM
3. Appointment Vice Chair
   1. D Williams elected Vice Chair proposed by TM and seconded by SW
4. Confirm minutes of the AGM Thursday 26th May 2022
   1. Minutes of the AGM were read out and agreed as true record
   2. Proposed by TM and seconded by DW
5. Appointment Community Clerk
   1. Discussion on the role, JD and T&C, recruitment and appointment process led by SW.
   2. SW had met with Catherine Bradbury who resides within the community and is currently employed a Community Clerk to Amroth CC. CB provided guidance on the HR process and other responsibilities applicable to the role.
   3. Job Description, Contract of employment and recruitment process were agreed by all
   4. Appointment to be advertised on the NALC pay scale at £11.50/hr at approximately 15hrs / month: All in favour
   5. Sr proposed that the Community Council approach Catherine Bradbury to establish if she would act as a temporary Clark until an appointment was made. This was approved as all in favour and SW would follow up this action
6. Accounts for the year 2021 – 2022
   1. Draft accounts distributed showing a balance of +£6703.55 for the year end
   2. The accounts have not been completed as awaiting latest statement from Barclays bank: SR to contact bank and request latest statement
   3. Accounts would then be audited by Dylan Harris
7. Correspondence (letters and emails received during the month)
   1. Email from Pembrokeshire CC requesting that all successful candidates to complete and sign election expenses declaration. TM, SR, DW, and LO completed, signed and submitted declaration forms.
8. Request for donations
   1. November 2021 donation request received from Cardi bach (with accounts) Councillors agreed to donate £200 proposed by SR and seconded P Lloyd
   2. Accounts information request to Wales Air Ambulance to be followed up.
9. Invoices to pay
   1. Invoice received for the hire by CCC of the Community Hall
   2. Payment Proposed by LP and seconded TM
10. Toilet Block
    1. Further vandalisation / Graffiti has taken place, Police are following up on the matter and individual involved
    2. Further costs may be incurred and communicated to the Community Council.
11. Planning
    1. 22/0129/PA Blaen Bill, Llandissilio – No comment
    2. Submitted for discussion 8th June Pen y Gaer. Clunderwen – No comment (TM declared an interest and took no part in the discussion)
12. Chairmans Allowance

Nothing arising

1. Future Agenda Items
   1. YFC and £5/member contribution/donation
   2. Clunderwen village Hall donation
   3. Playing Fields Donation
   4. Jubilee Tea donation
   5. Continued issues with A$\*& through Clunderwen
   6. Traffic calming measures Clunderwen and between villages of Llandissilio and Clunderwen
   7. Clunderwen village Housing capacity and Community social and behaviour responsibility
2. Date of next meeting

Thursday 14t July 2022 : 7:30pm Clunderwen Community Hall