

MINUTES OF A MEETING OF EAST WILLIAMSTON COMMUNITY COUNCIL HELD AT THE EAST WILLIAMSTON COMMUNITY HALL ON 5TH MARCH 2015 AT 7.00PM

PRESENT: Cllr I Prout (Chair)
Cllr T Ensom
Cllr C Hopkinson
Cllr D McIntosh
Cllr I Wilkinson
Cllr J Williams*

*present for part of the meeting only.

APOLOGIES: Cllr Mrs K Talbot
Cllr A Ratcliffe

The clerk was in attendance (Mrs J Clark).

027/15 DECLARATIONS OF INTEREST

None received.

028/15 MINUTES OF LAST MEETING

The minutes of the meeting held on 5th February 2015 were proposed and seconded. They were agreed as a true record apart from the following:

- a) Minute 017/15 - That Cllr Atkinson be changed to Cllr Hopkinson.

029/15 MATTERS ARISING

The following points were raised:

- a) Minute 020/15 – The clerk informed Members that the tenders for the maintenance contract from Dig It Garden Services and All the Seasons were based on them using own equipment. It was agreed that in future it be made clear in the tender document that companies may provide one quote using their own equipment and one for using ours.
- b) Minute 024/15 – Members were advised that the trailer not been repaired as Cllr Beynon had been unwell.
- c) Members were advised that the street light near the church had been fixed but not the one on Templebar Road.
- d) The clerk advised that the fingerpost sign request had been passed to Ben Blake at PCC and this would be followed up before the next meeting.

030/15 PLANNING APPLICATIONS

There were no planning applications to consider.

031/15

PLAY AREAS

Pentlepoir: The dimensions and details for a replacement bin liner were provided by Cllr Hopkinson and the clerk would order one the following day. It was reported that the area damaged by dogs was improving. Some painting was required on some pieces of equipment when the weather improved. The grass had had a first cut so was looking good. The Annual inspection report had been received and will be dealt with next month.

Broadmoor: Cllr Williams was not present so no update was provided. The Annual inspection report had been received and would be considered at next meeting.

East Williamston: This too had had a first cut of grass and the park looks very good for time of year. The Annual Inspection report had also been received and would be dealt with at the next meeting.

*Cllr Jacob Williams arrived at 7.45pm.

032/15

CORRESPONDENCE RECEIVED

The following correspondence had been received:

- a) Play for Wales Magazine – noted.
- b) OVW has offered a 50% discount on their subscription and it was agreed that Council join for one year to gauge the value for money offered by their services.
- c) Kidney Wales Foundation – Walk for Life 2015 – no action.
- d) E-mail PCC with information on Community Energy event – forward to Cllrs McIntosh and Wilkinson.
- e) Pembrokeshire Housing re: New Affordable Homes in Valley Road, Saundersfoot which are to be let to locals in priority need.

033/15

FINANCE MATTERS

The bank balances to 28th February 2015 were shown as follows:

Current Acct	£7,553.27
Deposit Acct	£6,078.43
East Williamston Parks Acct	£13,032.64

The Financial Statement – Cashbook to the end of February was circulated showing receipts of £20,717.69 and expenditure of £20,357.89 (net) with VAT due of £1,224.95. A reconciled bank statement was circulated showing and an uncleared amount of £189.13. A Financial Budget Comparison was also circulated showing the budget, actual figures and balance for expenditure monitoring purposes.

It was suggested that the Play Area Maintenance budget be broken down into sub-headings - one for play area repairs/replacement and one for machinery repairs to assist with budget monitoring.

RESOLVED: That the above information be accepted.

034/15 **DRAFT WELSH LANGUAGE SCHEME**

The clerk had circulated a model Welsh Language Scheme relative for an area where there are few Welsh speakers. It was agreed that the model scheme was a little heavy handed so the clerk offered to draw up a suitable draft for consideration at the next meeting.

RESOLVED: That the clerk draws up an appropriate draft Welsh Language Scheme for consideration at the next meeting.

035/15 **REVIEW OF INSURANCE SCHEDULE**

Copies of the insurance schedule had been circulated and all areas of insurance cover were deemed as adequate. When, however the list of items covered under all risks were checked against the asset register it became apparent that several items of tools and other mechanical items were not included. It was agreed that Cllrs Ian Wilkinson and Doug McIntosh would prepare a new schedule of tools and mechanical equipment recently purchased for the next meeting.

RESOLVED: That Cllrs Wilkinson and McIntosh prepare a new list of all items of tools and mechanical items which should be added to the asset register, for the next meeting.

036/15 **INTERNAL AUDIT REVIEW**

The clerk informed Members that under regulation 4 of the new Accounts and Audit (Wales) Regulations it was a requirement for Councils to carry out a review of their internal audit procedure and that this task could not be undertaken by the Clerk/RFO. The clerk had documentation relating to what was required of a review of internal audit and it was agreed that Cllrs T Ensom, I Prout and D McIntosh carry out the review and report back to the next meeting.

RESOLVED: That Cllrs Ensom, Prout and McIntosh carry out a review of the internal audit process and report back to Council with their findings.

037/15 **ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:

Mrs J Clark – February Salary	£189.13
PAYE for February	£47.20
Mrs J Clark (Printer ink)	£9.74

037/15 ACCOUNTS FOR PAYMENT (Contd)

Teenage Cancer Trust (donation)	£20.00
KP Thomas – Fuel for tractor	£75.51
One Voice Wales – subs 2015-2016	£118.00

038/15 REPORT OF CTY CLLR JACOB WILLIAMS

Cllr J Williams submitted the following report:

The former Pentlepoir School site redevelopment application was scheduled to come before the county council's March planning committee meeting where, in correspondence with highways officers, Cllr Williams was pleased to report that as a condition a Section 106 contribution will be required for a pedestrian crossing.

During February Cllr Williams submitted a formal application to halt and call-in the county council cabinet's decision to close down community learning centres around the county where day and evening adult education classes are taught. As part of the cabinet's decision, closure dates were scheduled for summer 2015 and 2016, and the classes taught at the centres would be moved to other unidentified community venues. Cllr Williams cited the lack of any consultation prior to the decision along with several other factors in his request to stop the decision being implemented pending further scrutiny. The call-in request was supported by four other councillors. After being submitted, the legal officer who handled the call-in referred Cllr Williams' call-in request to a joint meeting of two overview and scrutiny committee meetings for debate instead of one as required. As a result the joint meeting that was arranged to consider the call-in on March 3 was cancelled at short notice. A new meeting has since been arranged for March 30 at 2pm in County Hall, Haverfordwest.

Valley Road is to be closed from April 13 for up to three weeks to allow works to remove a hedge bank and construct a footpath to be carried out at the new development near Sun Valley Drive. During the temporary closure pedestrian and emergency vehicle access will be maintained together with vehicular access to property located either side of the works area. The alternative route for traffic from and to Saundersfoot will be via Station Road and Fan Road.

Cllr Williams had met with constituents and the county council's access officer concerning the grass verge which users of public service buses heading in the Saundersfoot direction are expected to stand on, at the end of Vineyard Vale. The lack of hard-standing for pedestrians, pushchairs and wheelchairs makes access to buses difficult. The possibility of a small hard standing is being investigated.

RESOLVED: That Cty Cllr JH Williams' report be accepted.

039/15 MATTERS REPORTED BY CLLRS

The following matters were reported:

- a) The Jubilee Park has been entered for the Green Flag Award by Keep Wales Tidy - areas looked after by communities. Some of the panels in the park have been vandalised and some paths need repairs. The information panel also needs replacing. It was suggested that we claim from our insurance or claim from PCC Regeneration Unit. It was agreed that stone and derail be ordered to fix the fencing at play area.
- b) In Meadow Close off Templebar Road a resident has put up a notice requesting dog owners to remove their dog mess as this is a problem in this area. It was agreed to ask the dog warden to monitor this area, Hill Lane, Pentlepoir and in Jubilee Park.

040/15

ANY OTHER INFORMATION

It was noted that there are still vacancies on Council which should be advised for co-option from Broadmoor and Pentlepoir.

041/15

DATE OF NEXT MEETING

The next meeting will be held on 2ND April and that the appointment of new chair and vice-chair be discussed.

There being no further business, the meeting closed at 9.20pm.

Signed.....Chair.....Date

Signed.....Clerk