

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD ON TUESDAY
11TH JULY 2023 AT MASTLEBRIDGE COMMUNITY HALL AT 7.00PM**

PRESENT: Cllr R Diggle (chair)
Cllr B Evans
Cllr H Dyer
Cllr Mrs J Lloyd
Cllr P Roberts
Cllr S Thomas
Cllr G Wilson

APOLOGIES: None.

The clerk was in attendance (Jane Clark)

86/23 DECLARATIONS OF INTEREST

Cllr S Thomas declared that he a member of Neyland Town Council.

87/23 CHAIRMAN'S ANNOUNCEMENTS

Nothing to report.

88/23 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 13th June 2023 were proposed and seconded. They were agreed as a true record.

89/23 MATTERS ARISING

The following matter was raised:

- a) Minute 72/23a) The Clerk was asked to contact Sean Tilling with regard to a date for a site meeting at Waterston playpark.

90/23 PUBLIC PARTICIPATION

There were no members of the public present.

91/23 UPDATE ON ACCOUNTS TO 30TH JUNE 2023

- a) Bank account reconciliations summary showing a balance of £617.39 in the Current Acct, £24,167.57 in the Saver Acct and £10,894.92 in the United Trust Bank acct.
- b) The Financial Statement – Cashbook showing income of £5,607.02(gross) and expenditure of £8,289.09 (gross).

- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

The Clerk would transfer the sum of £1,000 from the Saver Acct to the Current Acct. Members requested a printed report of Insurance expenditure to be sent to all with a copy of the Insurance schedule.

RESOLVED: **That the above financial information be accepted.**

92/23

ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:

a) Mrs J Clark July salary	£231.80
b) PAYE for July	£57.03
c) Matthew Craig Associates fee for internal audit 2023	£150.00
d) Infinity Play – supply & install of new safety surfacing	£1,789.78
e) Infinity Play – dismantling of swings & new cradle seats	£930.16
f) Edge IT – renewal of Finance software contract	£124.20
g) CommuniCorp – 75 Coronation mugs	£584.40
h) Emily Davies – cleaning toilets and cleaning materials	£87.46
i) Infinity Play – supply & installation of safety surfacing	£1,789.78
j) Simon Safety – urinal blocks, washroom descaler	£18.79
k) Kids Cancer Charity donation	£50.00
l) Simon Safety – jumbo toilet rolls x 2 packs	£37.75

93/23

UPDATE ON BURIAL BOARD MATTERS

Cllr R Diggle, who is chair of the Burial Board advised that three new members had attended from NTC along with the Mayor, and it was a good meeting. There was some concern that a former member of the BB from NTC had personally paid a groundsman for grave duties totalling £930.00. The Mayor of NTC would reimburse the councillor for that amount and the groundsman will be paid by the BB in future in the correct manner. A budget will be submitted to the BB September meeting for both councils to approve, which will take into account any long-term financial issues. Meetings of the BB are being held monthly at present to sort out the current issues and Cllr Alison Richards from NTC was appointed as Vice-chair.

RESOLVED: **That Cllr Diggle's report be accepted.**

94/23

PLAY AREA INSPECTION REPORTS FOR JULY

The Annual Play Park Inspections had been received and circulated. Cllr Dyer updated Members on his meeting with James Horton from Infinity Play and highlighted his misgivings. He also had a conversation with a ROSPA inspector who advised that the top bar and cast ends of the swings in Hazelbank need stripping down and photographing. Depending on the findings, this process

needs to be repeated in 5-10 years. He advised that the aerial slide at Jordanston needs to be dismantled and checked as issues were highlighted in the latest inspection report. As Infinity Play had advised that they felt unable to carry out this work, it was agreed that a local engineering company be asked to do it. It was also suggested that quotes be obtained from other companies for the inspection work, to be discussed at the September meeting. The clerk was asked to print a report on play areas expenditure and to circulate.

RESOLVED: **That the aerial slide be dismantled and checked by an independent engineering company.**

That quotes be obtained for the monthly inspections of the play areas for discussion at the September meeting.

That the Clerk circulates a report on play areas expenditure.

95/23

UPDATE ON PUBLIC CONVENIENCES

The clerk advised that the cleaner had started her duties on 1st July 2023 and had purchased some cleaning materials for which she would be reimbursed. Toilet rolls and other cleaning materials had been purchased from Simon Safety and an application to open an account had been made. The cleaner is paid on a self-employed basis, and she would be providing an invoice for her hours worked each week. Payment would be in cash.

The disposal of the waste from the litter bins in the toilets was discussed and the Clerk was asked to find out how much a Trade Waste Agreement with PCC would cost. An appropriate sign would need to be purchased indicating ownership of the facility and who to contact if problems arose. The parking of motorhomes in the car park overnight to be reported to PCC. The clerk was asked to obtain the latest water and electricity meter readings from PCC.

RESOLVED: **That the costs of a Trade Waste Agreement be obtained from PCC.**

That a sign giving owner contact details be purchased and displayed.

That the parking overnight of motorhomes in the car park be reported to PCC.

That the clerk to obtain the latest water and electricity meter readings from PCC.

96/23

CORRESPONDENCE RECEIVED

The following correspondence had been received:

- a) United Trust Bank: Adding to existing Bond with 4.35% gross/AER – no action.
- b) PCC Public Notice Road Closure on Hazel Bank Hill 16th July 2023 – noted.
- c) OVW consultation on extending the term of office for the Older People's commission for Wales from 4 to 7 years – no comment.
- d) Kids Cancer Charity based in Swansea covering Pembs – request for donation £50 agreed.
- e) Rosemarket CC – footpath alongside Old Railway Bridge, Honeyborough – no action.
- f) Natural Resources Wales – Sustainable Drainage Feasibility Grant – no action.
- g) OVW Training Dates for July – noted.
- h) Information Commissioner's Office Renewals Confirmation – noted.

97/23

UPDATED MODEL STANDING ORDERS

The updated and amended standing orders had previously been circulated and these were accepted and adopted. The following new orders were noted:

- a) That draft minutes be published within 7 days of the meeting.
- b) That the Cty Cllr be invited to all meetings.
- c) That public participation in meetings be made possible by means of hybrid meetings.

RESOLVED: **That the updated Standing Orders be accepted and adopted with immediate effect and posted on the website.**

98/23

CORONATION MUGS

The clerk advised that Coronation mugs were still available and that she had been advised that there were 57 students from 4 – 18yrs from Llanstadwell attending local schools and colleges. It was therefore agreed that two boxes ie.75 mugs, be purchased and given to the schools to distribute on our behalf.

RESOLVED: **That two boxes of Coronation mugs be ordered and distributed to local schools and colleges for local children.**

99/23

ANY OTHER INFORMATION

The following matters were raised:

29/23

- a) Cllr Mrs J Lloyd advised that the tree on Little Honeyborough Green with Ash die-back had electricity and telephone cables running through it and should be reported to PCC.
- b) Cllr Lloyd also reported that vehicles were regularly speeding through Little Honeyborough and that this be reported.
- c) Cllr G Wilson reported that the path from Church Road to the beach was very overgrown and should be reported to PCC.

100/23

DATE OF NEXT MEETING

The next meeting will take place on Tuesday 12th September 2023 at 7.00pm.

The meeting ended at 8.50pm.

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

Signed..... Clerk