

WISTON COMMUNITY COUNCIL

Minutes for the Community Council meeting held on Monday 21st September 2015 in the Memorial Hall, Clarbeston Road at 20:00hrs.

Present:

Peter Lewis (Chairman)

Thomas Bevan

Yvette Bevan

Alan Vaughan

Robert Voyle

David Howlett (Community Councillor)

1. Chairman's Remarks

The chairman welcomed everyone to the meeting, and hoped they had all had an enjoyable summer break. He also extended a warm welcome to Steve Brown (Chairman of Clarbeston Road AFC), who presented the meeting with the plans for an ambitious development for the club.

2. Apologies for Absence

Apologies for absence were received from Rosemary Richards, Rhys James, Marilyn Bevan and Phil Davies.

3. Confirmation of Minutes of the Last Meeting

Minutes of the meeting held on 20th July 2015 were read and confirmed as a true record –

Proposed by Yvette Bevan

Seconded by Robert Voyle

4. Matters Arising There From

(6l) Stephen Hancock Invoice totalling £135 for cement etc. for the playground modifications had been received – it was agreed to pay.

(6l) Peter Lewis had spoken to Mary Roberts regarding dedicating the bench in the playground to the memory of Graham Roberts, although she had hoped to purchase and dedicate an item in his memory herself she appreciated the gesture. She felt that if the community required anything further in the future that she may consider donating said item.

(6l) Mary Roberts also advised that her grandson, Morgan, would no longer be able to cut the grass in the playground due to work and study commitments. It was therefore agreed for councillors to contact contractors in the community, to quote for the maintenance of the playground e.g. cutting/strimming and clearing grass regularly, trimming back of branches, clearing moss from the safety matting and any other maintenance deemed necessary for the safety of those using the area.

(4(6b)) Willow Tree Lodge – email from owners regarding boundary. Many emails had been sent and received between the owners, community council/councillor and Pembrokeshire County Council (PCC) during the summer months. Mr and Mrs Warwick (owners of Willow Tree Lodge) have proposed that the hedge between their property and the playground in Clarbeston Road be removed (at the centre point), and replaced with wall with a fence on top. However the community council felt that there were many issues that needed to be addressed before any final decision could be made, and the clerk had forwarded a letter to PCC outlining the concerns (appendix A attached). Subsequently PCC had suggested that site meeting take place between all parties i.e. Mr and Mrs Warwick, Councillors of Wiston Ward Community Council and PCC. At the time of the meeting the date had not been set, and the clerk would liaise with David Howlett to arrange a time and date convenient for all parties able to attend.

(9a) David Howlett informed the meeting that PCC planned to patch the worst affected areas of the road in Walton East, although the councillors were grateful that this was being actioned they did not feel it would be enough as the roads are in such a bad state of repair.

- (9b) David also advised that the hedges in the area had been cut, and that council workmen had also strimmed the area around the Pump in Wiston.
- (9c) David was happy to report that he and many residents of Clarboston Road had cleaned the bridge over a couple of evening and thanked everyone concerned for their help.
- (9e) David had been advised that the speed lines had been placed outside St Aidan's VA School in Wiston, but to date the data was not available.

5. Finance

- a. Bank Statements for Business Current and Saving Account for month ending July and August 2015. The balance of the Business Current Account as at the 28th August 2015 was £3107.26 and the Business Savings Account was £3096.26.
- b. Pembrokeshire County Council – 2nd Remittance Advice 2015/16 of £1333.00 received on 11th August 2015.
- c. Budget / actual spend comparison month ending 31st August 2015 – expenditure was currently £2919 in credit as only half way through the financial year.

6. Correspondence

- a. Donation request from Pembrokeshire Citizens Advice Bureau (CAB) – it was agreed to donate £25.00 to this cause.
- b. Bloomfield House Community Centre – Annual General Meeting on 19th October 2015 at 19:30 – noted.
- c. Survey for Independent Remuneration Panel for Wales (emailed) – the clerk had emailed the panel and advised that none of the Wiston Ward Community Councillors were receipt of expenses at this time.
- d. Planning Aid Wales – free planning workshop for Community and Town Councils at County Hall, Haverfordwest on Wednesday 8th September (emailed) – noted.
- e. Pembrokeshire Local Service Board Newsletter – July 2015 (emailed) – noted.
- f. Timebanking Seminar 14th October 2015 10:00 to 13:00 hrs at Fishguard Bay Hotel – noted.
- g. Governing Body of St Aidan's Church in Wales Voluntary Aided School – nomination for a community council representative. Rosemary Richards the current representative wished to step down, councillors were asked to consider this position. The clerk agreed to contact Local Education Authority to find out how often and when the meetings would take place as it was understood that many of the councillors would find it difficult to attend meeting if they took place during working hours.
- h. Pembrokeshire Ethical Care Charter Campaign – UNISON – tabled.
- i. Pembrokeshire County Council – Licensing Act 2003: Consultation on Review of Licensing Policy. The clerk emailed the concern that councillors had regarding using to licenses for one event if the event was over two separate dates e.g. 20:00 hrs to 01:00 the following morning.
- j. Pembrokeshire County Council – Gambling Act 2005: Consultation on Review of Licensing Policy – tabled.
- k. Pembrokeshire County Council is Changing – Autumn Dates – noted.
- l. Planning Training Workshop – County Hall 9th September 2015 14:00 – 17:00 (emailed) – noted.
- m. Emergency response – Learning from our Communities – Dyfed Powys LRF – tabled.
- n. Minister for Public Services, Welsh Government – Local Democracy and Boundary Commission for Wales – tabled.
- o. Play Area Funding Grant Application Form for 2015/16 – Pembrokeshire County Council – it was agreed to use this if larger items of play equipment or expensive repairs were necessary in the playground.
- p. Shelter Cymru – donation request & Invitation to celebrate the success of Cyngor 50+ Advice Project on 15th October 2015 in Queens Hall Narberth – noted. It had been

previously agreed to make donations to local projects only, therefore on this occasion a donation would not be actioned.

- q. Playground Inspection Report – as previously mentioned many of the issues in the play area had been resolved and the swings had been replaced. However it was agreed to pay for the services to cut the grass etc. as soon as possible.
- r. Clerks & Councils Direct – September 2015 – noted.
- s. Play for Wales – noted.
- t. Public Appointments – Welsh Government – tabled.
- u. Public Sector Waste and Resource Efficiency Plan – noted.
- v. Autumn Series of PCC is Changing Events – noted.
- w. Planning Training Workshop (Emailed) – tabled.
- x. Shared Purpose: Shared Future – Draft Statutory Guidance for the Well-Being of Future Generations (Wales) ACT 2015 – tabled.

7. Planning

- a. Appeal decision for Llys-y-Gof, Wison – Appeal Reference APP/N6845/A/15/3008838. The appeal is allowed and planning permission granted on application ref 13/0731/PA(emailed).
- b. Mosscliff Environmental – Pre-consultation on a proposal to install a single wind turbine at Headlands Farm, Ambleston (emailed).

8. Received After Posting

- a. BDO – Audit 2014/15 had been returned and the following issues needed to be addressed:-
 - i. Budgetary Process – although a budget forecast was actioned as part of the year end process, it was not addressed officially within the meetings routinely during the year. This had now been addressed and the RFO now included the budget compared to actual spend at each meeting, hopefully this would resolve that item.
 - ii. Risk Assessment not minuted – although the risk assessment again was part of the year end document produced, the auditors felt that it should be minuted that it is discussed, therefore the clerk would ensure that all elements of the year end documents produced were minuted individually when brought to the council meeting for verification.
Therefore the Invoice for the Annual Return for the Year Ended 31 March 2015 from BDO LLP totalled £138.00 included Standard Fee of £80.00, Additional correspondence £35.00 and VAT £23.00. It was agreed to pay the invoice.
- b. Statement by the Minister for Finance and Government Business: Responses to the consultations on Landfill Disposals Tax and Land Transaction Tax – tabled.
- c. Planning Application to reinforce roof beams, replace badly split purlin and modify 3 king post truss beams to create usable space whilst still retaining character of Grade II listed building – the Pond House, Penty Parc, Clarbeston Road – 15/0596/LB – no objections noted.

9. Any Other Business

- a. Peter Lewis had nothing to report
- b. Thomas Bevan had nothing to report
- c. Robert Voyle advised that the manhole cover, covered over by G D Harries in Clarbeston had still not been resolved.
- d. Alan Vaughan had nothing to report.
- e. Yvette Bevan wished it to be noted that Post 16 education in Pembrokeshire was a shambles and felt that County Councillors should be open and honest about what was going to happen sooner rather than later. She agreed to email her thoughts to David Howlett for him to look over.

- f. Samantha Philipps-Harries (clerk/RFO) advised councillors that she was unable to access the noticeboard in Clarbeston Road, as the frame was rotten and it was too difficult for one person to safely place items for display. It was agreed that Peter Lewis would have a look to see if it could be repaired, and the clerk would look at the cost of replacing the notice board.

10. **Next Meeting**

The next meeting would be on Monday 19th October 2015 at the Memorial Hall Clarbeston Road at 20:00hrs.

As there was no further business the meeting closed at 11:05 hrs.

Signed _____ Dated 19th October 2015
Chairman to Wiston Community Council

Signed _____ Dated 19th October 2015
Clerk to Wiston Community Council