

MINUTES UZMASTON, BOULSTON AND SLEBECH COMMUNITY COUNCIL
held in Uzmaston Church Hall
On Thursday 7th April, 2016

1. Present:

Councillors Mrs M Williams, Mr R Hancock, Miss B Thomas, Mrs S Green,

Also in attendance:

Clerk

2. Apologies for Absence:

Mrs G Campbell, Mrs S Evans, Mr J Percy, Cllr Rob Lewis

3. Chairperson's Opening Remarks:

Mrs Williams opened and welcomed everyone to the meeting. It was noted that a meeting had been held on 3rd March (attended by Mrs Lewis and Cllr Lewis) with a presentation by the Waldo Williams Society. The meeting had been brought forward due to planning dates for responding to PCNPA but was not quorate so outstanding items were brought forward. The planning response provided was as previously agreed but including new questions arising from councillors.

4. Minutes of the meetings on 28th January were checked for accuracy and agreed.

4a) Matters arising - Uzmaston Village Green

The Clerk had attended a meeting with Rob Lewis and Lynne Curcio (The village Green Officer). LS explained that the initial works needed prior to submitting an application were to:

- > confirm title ownership on all areas of the Green
- > establish the preferred route for PCC's engagement in the process of an exchange of land application to Welsh Government (this being either to transfer the title/ownership/vested interest to the UBSCC or to nominate 'their' area of Green as Village Green)
- > to confirm with UBSCC members the village green designated boundary and produce a new plan that is accurate.

Members noted that the land parcel had originally been compulsory purchased from the Picton Castle estate by PCC in order for the housing to be constructed in the 1950's and that details of this were most likely to be held at the Archives or National Library of Wales. Members noted that Cllr Lewis would establish the council's view to proceed with PCC.

The Clerk would scan and overlay the (old) map onto a modern OS map and contact Mrs Green to check on site together with looking at new changes. Members noted that PCC would need to digitise this and confirm the map. **(Clerk to contact Mrs Curcio and arrange map works)**

4b) Matters Arising - Fortunes Frolic

Sean Tilling of PCC had contacted Mrs Green about new works for coppicing and Mrs Green confirmed to him that no new works were to proceed as agreed by the community council. The council noted that the Gate has now been installed and subject to a site inspection by councillors this task has now been completed.

4c) Matters Arising - Highways Ditches and Roads

It was noted that Speed monitors not yet been used to check the area. (Clerk to contact Cllr Lewis). Works to provide new tarmac/road surfacing have been completed. Flooding problems are still present in a number of places and the drop from the edge of the highway is also problematic. Photos will be provided by Mrs Williams and Mrs Green and will be sent to PCC. **(Clerk to write)**

4d) Enforcement Issues

PCNPA had not made a decision on the Picton House shed. The Clerk contacted them regarding their decision and the response was shared. Members noted that Planning Committee will consider the recommendations for approval subject to painting the shed and landscape works at their meeting on 20th April. It was agreed that either Mrs Williams or Mr Percy would attend Committee and speak on behalf of the council and community. **The Clerk was directed to contact K Attrill to confirm the time of the Committee and prepare the forms/ 'request to speak' arrangements.**

5) Planning

No new applications had been received

6) Reports & Items for Decision or Comment

601 Risk Assessment 2016/17

Members of the council considered the risks identified to date and **APPROVED** the Risk Register subject to the inclusion of an additional risk (2,2) with regard to needing improved communications with PCC and directions where new legislation, policies and activities relate to Community Councils. It was noted that to manage/mitigate risks a number of new measures had already been implemented (and formalised in the register) but additional actions included the increase in numbers of meetings moving to monthly rather than 6 weekly that would assist in meeting planning deadlines and managing workload.

602 Community Councillor Vacancy & Deputy Chairperson role - AGM Preparations

The vacancy created by Mrs Morgan's move out of the area has not yet been filled and no nominations/expressions of interest have been received. Members noted that the vacancy has now been advertised on both council notice boards, the TCC website and on the Facebook pages associated with each community. Members agreed to encourage any prospective candidates to contact the Clerk.

The next meeting of the community council is the AGM and the councillor vacancy means that there is now no Deputy Chairperson to step up. Subject to agreement at the AGM, Mrs Williams agreed to continue as Chair for the next 12 months with Miss Thomas stepping into the role of Deputy.

The council considered the advice from the Remuneration Panel regarding payments of expenses for elected members within community councils and publication of payments. Members noted that most of their usual activities were unlikely to incur expenses and that individual members could choose *not* to claim payment - but if new

requirements or duties were imposed then it would not be right for members to be out of pocket.

The council **AGREED** to all of the Determinations set out in the recommendations and directed the Clerk to inform the remuneration panel and bring forward the process for making claims. **The Clerk would circulate the advice to all members for future use.**

Correspondence Received

603 Annual General Meeting - Pembrokeshire Association of Local Councils (PALC) 11.00am on Saturday 16th April, Johnston Community Hall, Church Rd, Johnston

Cllr Williams hoped to attend the PALC AGM and the Clerk would enquire whether Cllr Percy was also able to attend (Clerk to notify the PALC secretary).

The council noted the work that the UBSCC Clerk was doing to support PALC on the Charter work and that Ms Screen had been invited onto the PALC Executive representing the community council. It was agreed that the Clerk would represent UBSCC on the PALC executive going forwards.

604 WALDO WILLIAMS Society Request for collaboration

Cllr Williams spoke about the Waldo connections with The Rhos, Millen Chapel and Picton Point. The WWSociety would like to put an information board adjacent to the Rudder Tree at the car park. Members noted that this is a very natural area and that the sign/board would need to be sympathetically designed to be in keeping with the area. There was a question regarding the protection/TPO of the rudder tree and whether this needs checking. Members agreed to the principal of a board and Waldo being recognised but would like done sympathetically. **Clerk to write to confirm agreement in principle subject to members being consulted on the design and location. Clerk to check TPO status of Rudder Tree.**

605 Community and Town Council Workshops Local Development Plan Review

Members noted that Planning Aid Wales proposed to run a workshop on Thursday 21st April 4pm to 6pm at Albany Hall, St Thomas Green, Haverfordwest. **Mrs Green and Miss Thomas would attend together with the Clerk.**

606 Consultations received currently open

Noted

607 Letter from the Monitoring Officer

608 Model Code of Conduct

Members noted the letter and also the duty for Members to formally adopt the amended Model Code of Conduct by 26th July including a register of interests which would be kept up to date monthly and be placed on the website. Members would send information to the clerk regarding their interests to be listed and the details of the Code of Conduct would be considered for adoption at a future meeting after the AGM. **Clerk to make arrangements**

7) Other Reports & Correspondence to Note

Noted

8) Accounts & Audit

The signatories were updated.

801 Draft External Audit Guidance for Audit 2015/16 - Grant Thornton

The Clerk advised members of the advice received via the Society of Local Council Clerks that included the detailed requirements from the new External Auditors Grant Thornton. Members noted that the external audit for 2015/16 would continue to scrutinise the financial management processes but would also explore budget setting and internal audit arrangements. New measures have been introduced by the Clerk that will support this but further evidence on the internal audit process is likely to be required.

9) Accounts for payment None

10) Any other business

Broadband campaign - Uzmaston. Miss Thomas reported on the campaign and that an application had been made to the Welsh Government for additional funding for rural areas. It was noted that new demand is impacting on the quality of service.

Mrs Williams advised that a First Aid Course was being run in The Rhos village on the 19th and 26th April. It is £20 total for 2 x half days 9.30 to 12.30 leading to a Level 2 first aid in the workplace certificate.

Meeting Closed at 9.35 pm

Date of next meeting 12th May AGM The Rhos

Thursday @ The Rhos Hall	12th May, for AGM
<i>Thursday @ Uzmaston Hall</i>	<i>9th June</i>
<i>Thursday @ The Rhos Hall</i>	<i>14th July</i>
<i>Thursday @ The Rhos Hall</i>	<i>15th Sept</i>
<i>Thursday @ Uzmaston Hall</i>	<i>13th Oct</i>
<i>Thursday @ The Rhos Hall</i>	<i>10th Nov</i>
<i>Thursday @ Uzmaston Hall</i>	<i>8th Dec</i>
<i>Thursday @ The Rhos Hall</i>	<i>12th Jan 2017</i>
<i>Thursday @ Uzmaston Hall</i>	<i>9th Feb</i>
<i>Thursday @ The Rhos Hall</i>	<i>9th Mar</i>

Notes approved & signed 12th May 2016