

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD ON TUESDAY  
10<sup>TH</sup> MAY 2016 AT MASTLEBRIDGE VILLAGE HALL AT 7.00PM.**

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**PRESENT:** Cllr Mrs H John (Chair)  
Cllr Mrs S Ashley  
Cllr Mrs M Astles  
Cllr A Richards  
Cllr P Roberts  
Cllr G Wilson

**APOLOGIES:** Cllr B Brown  
Cllr M Howells  
Cllr Mrs J Phillips

The clerk was in attendance (Mrs J Clark).

Cllr G Wilson took the chair as Cllr M Howells was not present.

**1789      DECLARATIONS OF INTEREST**

None received.

**1790      CHAIR'S ANNOUNCEMENTS**

The Vice-chair advised that he had attended the Annual Meeting of Neyland Town Council recently.

**1791      REPORT OF CTY CLLR PAUL MILLER**

Cllr Miller was not present but had sent an email to the clerk advising that he would not be available on Tuesday evenings for meetings for the foreseeable future due to work commitments. He suggested that a date be agreed to have a site meeting to discuss the mini roundabout at Mastlebridge and the cycle/footpath at Waterston. Two dates were suggested for approval by Cllr Miller.

**1792      MINUTES OF THE LAST MEETING.**

The minutes of the meeting held on 12<sup>th</sup> April 2016 were proposed and seconded. They were agreed as a true record.

**1793      MATTERS ARISING**

The following matters were raised:

- a) The clerk would put an article in the local newspaper regarding the Ageing Well in Pembrokeshire Project.
- b) Minute 1773 a) Cllr Wilson had given his old map of Church Road to Cllr Brown to check on the access to the beach.

- c) Minute 1773 b) Clerk to contact Dekker Thomas regarding the hatched area required near the new Memorial seat at Hazelbeach.
- d) Minute 1776 The clerk has asked Glenville Codd for a new bin. The new piece of play equipment has been put in place. The clerk was asked to find out if the slide could be put back and the swing seats lifted.
- e) Minute 1778 The report on Quiet Lanes to be put on next agenda as Cllr Howells not present.
- f) Minute 1782 a) The drain on Church Road has been repaired again.

**1794**            **PLANNING APPLICATIONS**

None to consider.

**1795**            **RISK ASSESSMENT FOR 2015-2016**

The risk assessment document had been circulated showing the areas of risk, how those risks are managed and the actions required. All matters were considered and following a review of the insurance cover in place, it was agreed that all risks were being managed effectively.

**RESOLVED:**                    **That the risk assessment be agreed and accepted that all risks are managed effectively.**

**1796**            **EGNEDOL CONSULTATION**

Correspondence had been received from Egnedol regarding their proposed developments at Blackbridge and Waterston which has been confirmed as a Development of National Significance. They have commenced their pre-application consultation and comments were required by 20<sup>th</sup> May 2016. Cllr B Brown had prepared a brief response stating that he felt there was insufficient detail in the Environmental Impact Assessment and that the content was weak and unlikely to fulfil the requirements of the planners at this early stage and the regulators at a later stage. He added that the quantity of information made available to the public demonstrated a degree of transparency. It was agreed to wait until the application goes live before commenting directly to the Planning Inspectorate.

**RESOLVED:**                    **That comments be made directly to the Planning Inspectorate once the application goes live.**

**1797**            **ARRANGEMENTS FOR INTERNAL AND EXTERNAL AUDIT 2015-2016**

The clerk advised that Mr B Scourfield would be carrying out the internal audit shortly and that he had advised of the matters he would be including in the audit. His costs would be £15.00 per hour.

The external audit will be carried out by Grant Thornton and all necessary documentation had been received. The annual return was required to be approved by council by 30<sup>th</sup> June and this council's audit date was 20<sup>th</sup> June

2016 by which date all required information should be received by Grant Thornton. The estimated fees for the external audit were given for this Council with income or expenditure between £5,001 - £100,000 should be between £160 and £320.

**RESOLVED: That the information on the internal and external audits be agreed and accepted.**

1798

**CORRESPONDENCE RECEIVED**

The following correspondence had been received:

- a) Email from Cty Cllr Paul Miller – actioned.
- b) PLANED – Community Transport Forum for Pembs event info – Cllrs Ashley and Richards to attend.
- c) PLANED – Advance notice of AGM and newsletter – noted.
- d) One Voice Wales – Motions for 2016 AGM – no action.
- e) Wales Audit Office – Auditor General consults on new audit approach – no action.
- f) Zurich – renewal quote for 2016-2017 – agreed to increase cover on play park by £3,000 for new item and find out what guarantee it has from the installer.
- g) Port of Milford Haven 2015 Annual Report and Accounts – noted.
- h) Rt Hon Stephen Crabb MP – Update on BT Superfast Cymru – noted.
- i) Chairman of Pembs County YFC – donations to charity event – noted.
- j) Hywel Dda UHB – Transforming Mental Health issues – noted.
- k) Shelter Cymru – Cyngor 50+ Advice project – noted.

1799

**CYCLE/FOOTPATH AT WATERSON**

This will be discussed at the site meeting with Cty Cllr Paul Miller.

1800

**UPDATE ON BANK BALANCES TO 30<sup>th</sup> APRIL 2016**

The bank balances as of 30<sup>th</sup> April were as follows:

Current Acct:	£483.62
Deposit Acct:	£26,977.89

It was agreed that the clerk should transfer the sum of £10,000 from the Saver Acct to the Current Acct.

1801

**ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:

a) Mrs J Clark April salary (inc 1% national pay award)	£148.79
b) PAYE for April	£37.00

1802

**ANY OTHER INFORMATION**

The following matters were raised:

- a) Cllr P Roberts will repair the seat at the play park.
- b) Members were advised that the foam problem at Hazelbeach was particularly bad last week.
- c) The clerk was asked to find out why there was a barrier on the slip at the end of the Promenade in Neyland.

1803

**DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 14<sup>th</sup> June 2016 at Mastlebridge at 7.00pm.

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

Signed.....Clerk