**Minutes of the meeting of Templeton Community Council**

**Held in the Chapel meeting room, Templeton on 19th May 2016**

Present: Cllrs Peter Morgan (Chair); Wendy Beecham, John Phillips; Elwyn Morse, Liz Burns, Richard Watkins, Philip Williams.

Cllr Morgan welcomed everyone to the meeting. He expressed his thanks to Cllr Philips for his chairing of the Council for the last year. He said that the last year had been busy, and as a result things were looking positive for the Council in the year ahead.

1. **To accept apologies for absence**. Apologies were received and accepted from Cllr Priest.
2. **To disclose personal and pecuniary interests in the items listed below.** No personal or pecuniary interests were declared.
3. **To sign the minutes of the previous meeting** . The minutes of the meeting on 21st April 2016 were signed as required by law.
4. **To report on matters arising from previous minutes and decide further action as required:**

Church Hall ownership. The Church Hall Trustees had replied formally accepting the offer made to them for the Hall. Cllr Burns had obtained a quote for the relevant legal costs, which all agreed was acceptable to the Council. After discussion it was decided that in view of that quote, the Clerk should write to the Trustees requesting clarification on their expected costs. It was also unanimously agreed that Cllr Burns should appoint the solicitors to act for the Council and commence the purchase process, including the Council paying for searches.

Park benches and tables: placements and relocations. There was no update on this, so it will be carried forward to the next meeting.

 General Council property repairs. The gate on the green is not closing properly – potentially repositioning it is needed. There was a query about the location of the padlock key. Beyond this there was no update, so this item is to be carried forward to the next meeting.

106 funding for footpath. Cllr Morse reported that he has yet to hear back from the relevant landowners. He stated that there was no 106 finding currently available, but there should be some from the Knights Court development when the homes are occupied.

Dog fouling in Chapel Lane. This is less of a problem at the moment. The Council will continue to monitor it. Cllr Morse reported that the signs to be placed there are on order.

Village Green drainage. Initial letters asking for expressions of interest and quotes have been sent to two businesses. Two more have been identified and will be approached.

Potential effluent leak – Holyland Lane, Cold Blow. Cllr Beecham has spoken to the new owners, who state that they will resolve the issue. It was agreed this should be placed on the quarterly repair list.

It was reported that the caravans near Council Depot are being occupied on a temporary basis by the family working on a property there.

The Penygraig road sign has been reported as loose. Cllr Morse agreed to report this and get the issue resolved.

Bog Bridge. PCC had replied stating that Network Rail own the bridge. The condition of it was therefore reported to them, and a service request number has been assigned to it by them.

Internal audit preliminary report. The Clerk took the Council through the initial report on the audit. The Council were reminded that the decision to retain the services of the internal auditor had been made at last month’s meeting. His CV and the letter of engagement had previously been circulated – they were accepted after brief discussion by the Council.

The Clerk stated that one main area of concern was the way VAT was handled in one instance, and that as a result the internal auditor had directed the Clerk/RFO’s attention to the correct methods of managing VAT, and documentation that they needed to use for guidance.

The internal auditor also queried the low level of donations, and use of the section 137 for them. It was explained to the auditor that the donation level was the decision of the Council. He mentioned that it would be beneficial to find out up to date information on the available Powers, such as the Power of Well-Being of 2011, in case the Council should wish to use them.

The internal auditor also requested that better reporting of the bank reconciliation should be made to Council. A new reporting format has been drawn up which will be used from now on, which records each month throughout the year, and will be available to send at any point to any Councillor who wishes to see it. Quarterly reviews of expenditure against the budget will also be brought to Council and recorded.

Insurance. The three quotes were brought to the meeting, and after discussion it was agreed to go for the lowest of the three, for a period of one year.

The Council was pleased that Cllr Williams had reconsidered his resignation, and welcomed him back into the Council.

4.1 **New items of business.**

SLCC renewal. It was agreed that the Council should renew the SLCC membership for another year – Proposed by Cllr Morse and seconded by Cllr Burns.

1. **To receive items of** **correspondence**.

PLANED AGM notification.

Community transport forum for Pembrokeshire.

Community charter consultation event – 24th May.

An email regarding speeding and an accident in Templeton had been received in the last ten days. This was discussed, and it was agreed that Cllr Morse should approach PCC to investigate whether speed detection apparatus could be deployed in the area. He also stated that since the police had been involved, notification of the incident would be passed on to PCC. The Clerk was requested to reply to the lady concerned stating what the Council were doing, and also to contact PCC, forwarding the email, to confirm that they were aware of it.

1. **County Councillor’s report**.

Cllr Morse reported that Knights Court was making good progress. The roadway was on target for completion, and the houses were being completed. He had been informed that during recent heavy rain there is ponding adjacent to a gully near the bus stop as a result of resurfacing which needs to be marked up for remedial works, as well as issues in Tanners Lane, and would go back to PCC to query these. He also mentioned that there was a potential issue with the hatching at Penygraig, and would consult PCC about the matter.

1. **Bank statement and** **reconciliation**.

Bank statement, reconciliation presented £9083.74 as at 30th April 2016.

Second account: **£62328.32 as at 30th April 2016.**

It was agreed that the above invoices should be paid.

1. **Planning applications:**

**For consultation:** None received to date.

**Planning approved by PCC:** None received to date.

**Planning refused by PCC**: None received to date.

**9) Church Hall:**

To receive financial statement and reconciliation:

Bank statement, reconciliation presented £3156.75 as at 30th April 2016

It was resolved that the above invoices and direct debits should be paid.

1. **Councillors’ reports**:

Cllr Beecham reported that there was some collapsed pipework outside a bungalow in Cold Blow. Cllr Morse undertook to report this to PCC.

Cllr Beecham also reported that the bridleway in Cold Blow has been finished, and will be signed off very soon.

Cllr Williams asked if there were any bonds held by the Authorities from Jebb with regards to Knights Court. Cllr Morse reported that at least one of the bonds Jebb held with Pembrokeshire Housing had been invoked. Cllr Morse also confirmed that the 106 obligation would be passed on to the new builders, G. D Harries.

Cllr Phillips mentioned that a bin had been placed by a private resident in West Lane for dog fouling.

Cllr Morgan mentioned the recent correspondence from the Airfield of Britain Conservation Trust. After discussion it was agreed that the Clerk should contact them to express the Council’s support for the monument proposal, and asking that they be kept informed.

1. **Date and location of next meeting**. It was agreed that the next meeting should be on

Thursday 16th June, in the Chapel meeting room.

The meeting closed at 9.55pm.