**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

Daneleigh, Castle Rise, Spittal, SA62 5QW

Email: cwillsspittalcc@aol.co.uk

**Minutes of the Annual General Meeting of the Community Council** **held on Monday 8th May 2017 at 7.45pm.**

**Minutes No. 335Seeting of the Community Council**

1. **Present:**

Councillors: E Whitby, R Elston, W Oriel, D Rees, D Williams, A Jones

Clerk & Treasurer: C Williams

County Councillor: D Howlett

1. **Apologies**

None received, all present.

1. **Minutes**
* The minutes (No. 334) of the previous meeting held on 3rd April 2017 were read, approved and signed as a true record by Mrs E Whitby (Chairperson).
1. **Matters Arising**
* Village Green – Triangle. This matter was discussed in detail at the Annual Public Meeting where it was agreed to place large stones on one side of the triangle to stop parking on the grass. It was also agreed that they would be placed 18 inches from the road and painted white (at least on one side). This would be a trial measure.
* The Old Police House. This matter was discussed in detail at the Annual Public Meeting where letters were read from Mr Stephen Hill and Mr Edward Harris (solicitor for the owners).
* Subsidence on road between The Oaks and Scolton Manor – Cllr Howlett informed the meeting that this had been reported but was the responsibility of Welsh Water. The information had been passed to Welsh Water.
* Subsidence outside Swallow Barn – Cllr Howlett informed the meeting that this had been reported to PCC.
* Potholes on the road between Bethlehem Chapel and The Forge – Cllr Howlett informed the meeting that he had passed this information to Cllr Steve Yelland responsible for this ward.
* Bolts on speed mat outside Spittal School – Cllr Howlett informed the meeting that the bolt had been removed.
* Moss on the pavement outside The Forge, Spittal – Cllr Howlett informed the meeting that the moss had been removed.
1. **Election of Officers**

**Chairperson –** it was proposed by Rev D Rees and seconded by Mrs Edith Whitby that Mrs Wendy Oriel be appointed as Chairperson for 2017-18. This was agreed unanimously.

**Vice-Chairperson** – It was proposed by Mr Andrew Jones and seconded by Mrs Rachel Elston that Rev David Rees be appointed as Vice-Chairperson for 2017-18. This was agreed unanimously.

**Declaration of Acceptance of Office –** following the election of Community Council representatives on 4th May 2017 the following went forward unopposed – Mrs Rachel Elston, Mr Andrew Jones, Mrs Wendy Oriel, Rev David Rees, Mrs Edith Whitby and Mr David Williams. The Community Councillors each signed the ‘Declaration of Acceptance of Office’.

**Register of Business Interests –** The Community Councillors reviewed the document in order to make any changes. The Clerk to include any declared business interests on the register.

Mrs Oriel took the Chair and thanked Mrs Whitby for everything she had done during her year of office.

1. **Correspondence**
* Eluned Morgan, AM for Mid & West Wales – poster for display was received.
* Play for Wales Magasine – received.
* Wales Audit Office – a letter received in relation to the increase in audit fees and other related matters. The letter generated a lot of discussion and concerns were expressed about the reasons given for the huge increase in audit fees for small Community Councils and for the future audits. Letters of complaint had been sent to the Welsh Assembly and to the Welsh Audit Office and following this response it was agreed that further action would be futile.
* Let’s Walk Pembrokeshire – invitation received to a talk by the Pembrokeshire Coast National Park on 16th May between 6.00-7.00pm in Haverfordwest Library.
1. **Finance**
* PCC Remittance Advice received on 21st April 2017 - £735.00.
* AON Insurance – renewal quotation received for the sum of £204.29 a slight increase from £199.73 on previous year. An option to save an additional 5% by agreeing to a 3 year Long Term Agreement was discussed. The same rates would apply for the three years and withdrawal from the scheme would mean a repayment of any discounts received. The new sum to be £194.07. It was agreed to accept this option, Clerk to arrange.
* Audit 2016-17 – the Accounting Statement was distributed and discussed and accepted.
* Audit 2016-17 – The Annual Governance Statement (Parts 1 & 2) were discussed individually, explanations given where necessary and these were accepted. The Chairperson for this financial year, Mrs Whitby, signed the Community Council approval and certification section. Clerk to proceed.
* Internal Audit arrangements – an outline of the tasks to be undertaken by the Internal Auditor were discussed and agreed. Clerk to proceed.
1. **Planning**
* The Cross Farm, Spittal – Pre-planning consultation following an initial discussion at the previous meeting and an opportunity for Community Councillors to view the plans. The comments agreed were to suggest screening along the hedge and possible consideration of siting further down the field. Clerk to inform.
* 18 Castle Rise, Spittal – Planning Application Consultation – no comment.
1. **Appeals**
* Kidney Wales – not at this time. Clerk to inform.
1. **Any Other Business**
* Defibrillator – a local resident queried the availability of training and offered support. Clerk to follow up.
* Potholes – Spittal to Scolton Cross – Cllr Howlett to report.
* The wooden steps on the stile on the public path from Wesley Way are broken. Cllr Howlett to report.
* Pavement in Castle Rise – becoming overgrown again even though it has been treated once this year. Cllr Howlett informed the meeting that he understood the path would be resurfaced this summer.

The date of the next meeting is MONDAY 5TH JUNE 2017.

Signed……………………………………………………………………………………………………………………………..

Date………………………………………………………………………………………………………………………………..