

**MINUTES OF MEETING OF EAST WILLIAMSTON COMMUNITY COUNCIL HELD ON
THURSDAY 6TH APRIL 2017 AT EAST WILLIAMSTON COMMUNITY HALL AT 7.00PM**

PRESENT: Cllr Mrs K Talbot (Chair)
Cllr T Ensom
Cllr C Hopkinson
Cllr A Ratcliffe
Cllr J Williams

APOLIS: Cllr I Wilkinson
Cllr G Soar
Cllr D McIntosh
Cllr I Prout

42/17 DECLARATIONS OF INTEREST

None received.

43/17 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd March 2017 were proposed and seconded. They were agreed as a true record.

44/17 MATTERS ARISING

The following matters were raised:

- a) The sink hole in Elveston Lane and the street light was still shrouded with trees. The clerk was asked to report these matters to PCC once again.

45/17 PLANNING APPLICATIONS

The following planning application was considered:

16/1186/PA: Melrose, Kingsmoor Road, Kilgetty – single storey extension: It was agreed to **SUPPORT** this application.
Planning permission granted for Lynwood, Valley Road, Saundersfoot.

46/17 PLAY AREAS

The chair gave a verbal report on the play areas and advised that all play areas are in need of immediate repairs/replacement with no further funding from PCC. It was agreed that we should carry out the necessary repairs in the short term but in the longer term we will have to carefully consider the future of the parks. A contractor has inspected all parks and will prepare a schedule of repairs required and the costs.

Broadmoor: A lot of the timber items need to be replaced as they are at end of life. We need to discuss the parks with PCC officer Neil McCarthy for his advice. We also need to contact PCC Property regarding the leases on Pentlepoir and Broadmoor. The chair asked members if we should spend any money on Broadmoor or close it and it was reluctantly agreed to close it. The clerk was requested to ask Neil McCarthy how we go about closing Broadmoor. Members very much regret having to take this course of action but the costs of repair/replacement are prohibitive.

Pentlepoir : The board on the multi play piece needs replacing and the cargo net needs to be rotated and we will carry on as best we can to maintain the equipment here.

Jubilee Park: Most of the timber eqpt is in poor condition and several rotten pieces need replacing. If it is decided to buy new equipment it should be located in a different position nearer the top of the field where the ground is not so damp. In the meantime all necessary repairs will be carried out and possibly we may have to consider raising the precept when setting the next budget.

47/17

CORRESPONDENCE

The following correspondence had been received:

- a) E-petition on cuts to funding for provision of children's play areas – noted.
- b) Energise Wales Newsletter March 2017 – noted.
- c) PCC – Rights of Way Improvement Plan process – noted.
- d) Community Health Council – Dementia: One Simple Thing - noted
- e) PCC – Dog Fouling issues - noted
- f) Paul Sartori Foundation – letter of thanks for donation.
- g) Paul Sartori Foundation invitation to service of commemoration.

48/17

REVIEW OF INTERNAL AUDIT

The Clerk advised Members of the requirements of an internal audit review from The Practitioners' Guide which included all matters that required checking and reviewing to ensure that the systems of financial and control are effective. These matters included the scope of the internal audit, the independence and capability of the internal auditor, the clarity of the relationship between the council, the clerk and the internal auditor and the effectiveness of the audit plan and reporting procedures. After considering all these aspects of internal control, it was agreed that all procedures and risk assessments were in place and that the internal auditor is competent and has no involvement or relationship with the council other than as internal auditor.

RESOLVED:

That the internal audit review be accepted.

49/17

FINANCIAL MATTERS

The Clerk gave an update on the accounts and the following financial documents were circulated:

- a) The Financial Statement – Cashbook showing expenditure of £15,970.78 (gross) and income of £23,159.44
- b) The Bank Account Reconciliation Statement confirming the bank balances of Current Acct - £18,559.26: Deposit Acct - £6,087.19 and Park Acct - £13,047.58.
- c) The Budget Heading Monitoring Report showing budgets with actual figures to date and balance remaining under each heading.

The Clerk advised members that the date for external audit is 10th July and the Annual Return must be approved by 30th June so will be approved at the June meeting on 1st June 2017.

RESOLVED: **That the above financial information be agreed and accepted.**

50/17

ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:

a) Mrs J Clark – March Salary	£191.09
b) PAYE for March	£47.60
c) Mrs J Clark – expenses (postage and mileage)	£12.59
d) PCC Lease payment for Pentlepoir	£75.00
e) PCC Lease payment for Broadmoor	£77.00

51/17

CHAIRPERSON'S OUTGOING REPORT

Cllr Mrs Kathy Talbot, the outgoing chair was not standing for re-election and so gave her annual report at this, her final meeting.

'I joined the Community Council for East Williamston in 2012. It has been a fascinating if sometime frustrating time and an insight into the life and workings of the extended collection of communities that is East Williamston Community Council area. The actual village of East Williamston is a tiny part of the wider community. With only 64 houses it represents less than 8% of the total population. Even so the people of Kingsmoor Close, Broadmoor, Cold Inn, Wooden and Moreton remain under represented on the Community Council and I would encourage anyone to contact the Clerk and come along and although the election is passed those interested can be co-opted to serve. In the last year I've had the privilege of being Chair of the Council. The work of the Community Council is dominated by two areas. All planning applications are scrutinised by the Community Council so we are

able to put forward the concerns of the local population as we all live in the area. The second area of work important to us, and the community, is the administration of the play areas in Broadmoor, Pentlepoir and in the Jubilee Community Park in East Williamston. As public funding is withdrawn we will have to find other ways of paying for replacement and new equipment and some difficult decisions have to be made. We know how important exercise is for everyone's health. We deal with regular reports on failed street lights, potholes in the roads, blocked drains and other highways issues. We're the first line for this and we feed all the information back to the relevant department in Pembrokeshire County Council. In order to encourage a community identity at the end of 2016 a leaflet was distributed to all the households in the Community Council area. The East Williamston Community Newsletter gave residents details of the Community Council, the Councillors and contact details for the Community Council and local groups. The Councillors all give their time voluntarily and only our Clerk, which is a professional position, is paid. We need her to keep us up to date on the changing regulations and requirements which affect our work and I'd like to thank her for her support to myself and all the Councillors in carrying out our work. I've enjoyed my time as a Councillor and thank my fellow Councillors for their continuing commitment to the Community and its needs.'

RESOLVED: **That the chair be thanked for her final report and for all her efforts on behalf of the Community Council over the past five years.**

52/17

REPORT OF COUNTY CLLR JACOB WILLIAMS

Cty Cllr Jacob Williams advised Members of several road closure notices:

- a) Valley Road Saundersfoot from Fairfields for 5 days for drainage trial holes with pedestrian access maintained. A diversion will be in place from 2nd May for 5 days. Comments are requested by 12th April.
- b) Temporary road closure for HG installations at Cross Lanes, Kilgetty. One day only for telecom ducting works.
- c) Regarding the Old School site – he had received a letter stating that drainage and fencing conditions must be approved before work commences. He added that the Pedestrian crossing on this road is still a priority.

Cllr Williams thanked the chair Cllr Kathy Talbot for her tremendous efforts on behalf of Council and expressed the hope that she would come back to council at some point in the future.

RESOLVED: **That Cty Cllr Williams be thanked for his report.**

53/17

ITEMS FROM COUNCILLORS

The following points were raised:

- a) The Church is having a flower festival and it was agreed to sponsor a flower display by donating £25 from the Chairman's allowance.
- b) The clerk was asked to write to PCC to advise them that some trees in Ford Lane need to be cut back and they will need to contact landowner.

54/17

DATE OF NEXT MEETING

The next meeting will be held on Thursday 11th May 2017 at 7.00pm.

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

Signed.....Clerk