

MINUTES OF A MEETING OF EAST WILLIAMSTON COMMUNITY COUNCIL HELD ON THURSDAY 7TH JUNE 2018 AT THE EAST WILLIAMSTON COMMUNITY HALL AT 7.00PM

PRESENT: Cllr G Soar (Chair)
Cllr R Morgan
Cllr P Shread
Cllr J Williams

APOLOGIES: Cllr A Ratcliffe
Cllr R Day
Cllr C Hopkinson

The clerk was in attendance (Mrs J Clark)

72/18 **DECLARATIONS OF INTEREST**

None received.

73/18 **MINUTES OF LAST MEETING**

The minutes of the meeting held on 3rd May 2018 were proposed and seconded. They were agreed as a true record.

74/18 **MATTERS ARISING**

The following matters were raised:

- a) Ask Adam Lewis to do the repair on the gate at Broadmoor.
- b) Grit bin at Pentlepoir– ask Adam Lewis to put on a new hasp and padlock as it is being used as a litter bin.
- c) The clerk advised that the AED'S had been installed outside East Williamston Community Hall and on the outside wall of the bus shelter at Broadmoor. It was agreed that a press release be issued regarding the location of the defibrillators.
- d) The clerk was asked to following up the dbl decker at Water Meadows as it was still there.
- e) The clerk was asked to remind PCC about the incorrectly placed bollards on Templebar Road at the junction with Millfields Close as they had not been moved.

75/18 **PLANNING APPLICATIONS:**

The following planning application was considered:

- a) **18/0190/PA:** Variation of conditions 2,3 and 10 of permission 09/1269/PA on land west of Brotherhill Farm, East Williamston, SA70 8RR. **It was agreed to support this application.**

76/18 **UPDATE ON ACCOUNTS TO 30TH MAY 2018**

The following financial information was circulated:

- a) The Bank Account Reconciliations Summary showing a balance of £23,519.42 in the Current Acct, £3,088.97 in the Deposit Acct and £22,057.19 in the Park account.
- b) The Financial Statement – Cashbook showing income of £9,177.92 (gross) and expenditure of £5,151.09 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

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

77/18 **ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:

a) Mrs J Clark – May salary	£205.10
b) PAYE for May	£51.20
c) KP Thomas & Son – fuel for tractor	£28.32
d) Edge IT Systems – Contract fee for accounts software etc	£102.00
e) A1 Servicing – 2 belts supplied & fitted on Yanmar mower	£104.71

78/18 **REPORT OF INTERNAL AUDITOR FOR ACCOUNTS 2017-18**

The report of the internal auditor for the 2017-18 accounts had been circulated. There were no significant matters to report and the report was accepted.

RESOLVED: **That the report of the internal auditor be accepted.**

79/18 **APPROVAL OF ANNUAL RETURN FOR ACCOUNTS 2017-18**

The statement of receipts and payments and the Annual Governance Statement had been circulated to Members prior to the meeting. The figures were agreed and accepted and Parts 1 and 2 of the Governance Statement were responded to as appropriate. The Return was duly signed by the Chairman and the Town Clerk for submission to the external auditor by 23rd July 2017.

RESOLVED: **That the Annual Return and Governance Statement be signed and returned for external audit by 23rd July 2017.**

80/18 **REVIEW OF FINANCIAL REGULATIONS**

Due to there not being sufficient time, it was agreed that this matter be discussed at the next meeting.

RESOLVED: **That the Review of Financial Regulations be put on the July agenda.**

81/18 **REPORTS OF PLAY AREAS**

Members advised that the grass needed cutting in all areas, although it had been cut twice in May. The clerk advised that the next cut was due on Monday 11th June. Members agreed to advise the clerk if the grass was not cut by Monday.

82/18 **CORRESPONDENCE**

The following correspondence had been received:

- a) Tenby & Saundersfoot First Responders – purchase of defibrillators.
- b) Notice of AGM of CAB on 27th June 2018 in Haverfordwest.
- c) Mid & W Wales Fire & Rescue Service – defibrillators in Pembs.
- d) PCC – Byelaws with respect to Omnibuses.
- e) OVW – Notice of Pembs Area Committee meeting.
- f) OVW – News bulletin for May.
- g) OVW – Power up! Advice hub for vulnerable people on energy saving.
- h) PCC – St Florence School – Decision on early Years proposal.
- i) Welsh Govt – Review of C & T Council Sector ‘Pop-in sessions’.
- j) Seafarers UK – Request to fly Red Ensign for Merchant Navy day.
- k) Welsh Govt – Town & Comm Council Database Privacy Notice.
- l) OVW – Sustainable drainage newsletter
- m) Welsh Govt – Ageing Well in Wales reports.
- n) EW Comm & Hall Assoc – request to take over new play equipment – agreed that Council will take responsibility for upkeep of new equipt.
- o) Pembroke Town Council – request to support Withybush letter to HDUHB agreed to write similar letter.
- p) HDUHB – Additional Drop-in Events in Pembs.

83/18 **REPORT OF CTY CLLR JACOB WILLIAMS**

Cty Cllr Williams raised the following points:

- a) Enhancing Pembs Grant scheme - attended meeting. Any criteria is difficult to meet.
- b) Grit bin keys are needed.
- c) Footpaths – met with D McIntosh and footpath down the lane at KiteHill has areas along the way that are very muddy. A group called Pathways from Nat Park who help get communities going again could help with this.

84/18 **ITEMS FROM CLLRS**

The following points were raised:

- a) Templebar Road – the grass verges are very long. Clerk to ask PCC to cut them.

85/18 **DATE OF THE NEXT MEETING**

The next meeting will be held on Thursday 12th July 2018 at 7.00pm.

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

Signed.....Clerk