**Minutes from Uzmaston, Boulston and Slebech Community Council**

**The Rhos Hall**

**Thursday 11th October 2018**

**Present:**

Councillors: B Thomas, D Campbell, S Evans, S Green, R Hancock

Also in attendance: Clerk

1. **Chairperson’s Welcome**

The Chairperson welcomed all the meeting.

1. **Apologies for Absence**

H Thomas, M Williams, L Screen, Community Councillor D Clements

1. **Declaration of Members’ Interests**

None.

1. **The Minutes**

Minutes from 13th September 2018 were read and agreed.

1. **Matter Arising**

R Hancock has approached two solicitors concerning the transfer and possible purchase of the Village Green, and has been told they will require documentation before producing a quote. The Clerk was requested to inform H McLeod Baikie.

Additionally there has been no progress towards the transfer of the Village Green. The Clerk was requested to contact J Dunckley to ensure this proceeds.

The members agreed to read the Charter from Pembrokeshire County Council and highlight any issues in the following meeting.

The members also discussed the review of Town and Community Councils. As a result they requested the Clerk establish a social media account for UBSCC, and to produce a community leaflet with precept notification and justification.

B Thomas requested the Clerk contact Pembrokeshire County Council to report a potentially dangerous pot hole in the layby by the sewerage works towards Boulston.

D Campbell reported the second gate on The Frolic was not working. The Clerk was asked to report this to Pembrokeshire County Council.

S Green reported incidents of sheep worrying. The Clerk agreed to contact Pembrokeshire County Council to request signs be placed at The Frolic, Church entrance and bridleway, highlighting dogs must be on leads.

1. **Planning Applications**

None received.

D Clements approached planning to discuss 13/1016/PA. She emailed to explain this has taken a long time to go through planning, and the previous consultation to the Community Council was referred to.

1. **Reports for decisions**

None to discuss.

1. **Reports to note**

None to discuss.

1. **Audits and Accounts**

The current balance of the UBS CC account is £6507.02.

The Clerk provided the feedback from the external account to the members. This included the three points highlighted:

* to correctly advertise the notice of appointment of date for the Exercise of Electors’ Rights
* to complete Box 2 – section 137 grants section
* to complete Box 3 – gratuity obligations section

The Clerk presented the half yearly accounts, highlighting areas of saving (insurance, external and internal audits, hall hire, and training) and overspend (stationery) against the budget. The members also discussed areas budgeted for including the need for a new noticeboard and the application for a second defibrillator.

The members reviewed the clerks salary and hours and agreed to maintain the current level. R Hancock will speak to N Owen to discuss setting up a PAYE system.

The mandate forms have been completed and returned by B Thomas and S Evans. R Hancock has withdrawn his name from the mandate forms. Therefore the signatories for the account are S Green, D Campbell, S Evans and B Thomas. The Clerk is also a signatory (but has withdrawn her ability to sign cheques with HSBC) purely to have access to the account details.

1. **Accounts for Payment**

Grant Thornton will invoice UBSCC £182.00 plus VAT for the external audit.

The clerk has an outstanding stationery cost for posting the eternal audit (£3.45), but will wait for further expected items (ink) before claiming.

1. **Date of next meeting**

Thursday 8th November 2018 at 7.30pm in Uzmaston Hall.

**Meeting Closed at 8.05pm.**

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