**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

Daneleigh, Castle Rise, Spittal, SA62 5QW

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**Minutes of the meeting of the Community Council held on Tuesday 5th February 2019**

**Minutes No 354**

1. **Present:**

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

Clerk & Treasurer: C Williams

County Councillor: D Howlett

1. **Apologies:**

There were no apologies, all present.

1. **Minutes:**
* The minutes (353) of the meeting held on 8th January 2019 were read, approved and signed as a true record by D Rees (Chairperson).
1. **Matters Arising:**
* Old Police House – The Clerk met with the owner and PCC Peter Howe to discuss the next step. Following this meeting it was agreed to get back in touch with Mr Rees (Contractor) – Clerk to arrange. The owner reported damage to the back wall of the property which the Clerk reported to PCC and to the Playground Committee. Enquiries are being made to establish ownership of the wall – PCC Peter Howe.
* Well near Lower House Farm – the Clerk had spoken to the owner of Lower House Farm and the well will be made safe.
* Gate across the Back Lane – PCC Mr Sean Tilling did not accept responsibility to repair the gate. Mr Trevor Theobald had been in touch with the contractor who had agreed to carry out the repair.
* Cllr Howlett reported on the following – (a) Withy hedge was a working landfill site and residents should expect some smell (according to the manager of the landfill), however a licence was now in place to drain the gas – drilling was due to start soon and the situation should be resolved in 3-4 weeks, (b) Blocked drains – gullies have been checked and debris removed, more established debris to be removed by the tanker when in the area, (c) Potholes – those at Pentyparc had been repaired and it was hoped that this road would be resurfaced this financial year, (d) Bollards on the road to Corner Piece have now been removed although a permanent repair is required, (e) Style at Wesley Way – PCC Sean Tilling was not aware of a problem with the style and would look into it, (f) Signage in Wesley Way had been referred for replacement.
* Tunnel – Cllr Howlett reported that Network Rail had been approached in February 2017 and 2018 and did not intend to take any action. In their opinion the water drained from agricultural land which resulted in surface water.
1. **Correspondence**

**Emails –**

* PCC LDP – response to services sheet were discussed and it was agreed to reply and add the mobile library. Clerk to arrange.
* Citizens Advice – Impact Report 2017-2018. Clerk to forward.
* Dyfed Powys Police Commissioner – newsletter. Clerk to forward.
* Tenovus Cancer Care – Annual Report & Accounts for information only.
* PCC Draft Street Trading Policy – no comment.
* Paul Davies AM – newsletter. Clerk to circulate.
* PCC Emergency road closure – C3059 Upper Scolton – 31st January 2019 for one day only. Clerk circulated this information prior to the meeting.
* PLANED – Pembrokeshire Community Land Trust project for information only.

 **Hardcopy** –

* Teenage Cancer Trust – thank you letter for £25 donation.
* Clerks & Councils Direct – magazine.
* Glasdon – catalogue. Clerk to file.

 **Phone call –**

* AJ Recycling. Clerk received a phone call from Mr Andrew Jenkins to pass on the information that the company was not responsible for smells in the local community. Clerk reported to the meeting.
1. **Finance**
* Wales Audit Office – reports (1) Financial Management & Governance and (2) Internal Audit Arrangements were circulated prior to the meeting. After discussion it was agreed to look carefully at two processes in particular (1) Clerk contract of employment and method of payment and (2) Internal Audit arrangements.
* NS&I – Statement for the period 1st January 2018 to 31st December 2018 was tabled as follows – Deposit = £250, Interest = £15.36, Balance = £2326.48.
* Risk Assessment for the period 1 April 2019 to 31 March 2020 was discussed and accepted. Signed by the Chairperson.
* Budget review (4) was discussed and formally accepted by the Community Council.
* Income & Expenditure Account to date was formally accepted by the Community Council.
* Legal expenses – it was agreed not to pursue this further until all outstanding issues are resolved.
1. **Planning**
* Approval – Scolton Manor Railway – relocation of signal box.
1. **Appeals**

Nothing to date.

1. **Any Other Business**
* Moss is making the pavement slippery on both sides of the road outside Spittal School. Cllr Howlett to report.
* Mud on the pavement outside Westgate. Cllr Howlett to report.
* Spittal Community Forum have a litter pick on 27th April 2019 at 10.30am from Spittal School.
* Spittal Community Forum hold their next meeting on 12th June 2019 at 7.15pm at The Pump on the Green. Cllr Howlett encouraged Community Councillors to attend.
* It was discussed and agreed that Spittal Community Council do not want to be part of a Facebook Page.
* Dog fouling signs – Clerk to arrange.
* Seat on the corner of Wesley Way – needs a coat of varnish. Clerk to arrange.
* Defibrillator training – contacts to the Clerk.
1. **Date of next meeting**

It was agreed to hold the next meeting on **Tuesday 5th March 2019 – 7.45pm**

Signed……………………………………………………………………………………………………………………………

Date………………………………………………………………………………………………………………………………