

# **WISTON COMMUNITY COUNCIL**

## **AGENDA**

Minutes for the Community Council meeting held on Monday 18<sup>th</sup> February 2019 in the Memorial Hall, Clarboston Road at 20:00hrs.

### **Present:**

Marilyn Bevan (Chairman)	Alan Vaughan
Yvette Bevan	Peter Lewis
Thomas Bevan	Phil Davies
Robert Voyle	David Howlett (County Councillor)
Samantha Philipps-Harries (Clerk)	

### **1. Chairman's Remarks**

The chairman welcomed everyone to the meeting and thanked Alan for chairing the last meeting.

### **2. Apologies for Absence**

No apologies for absence had been received.

### **3. Confirmation of Minutes of the Last Meeting**

The minutes of the meeting held on 21<sup>st</sup> January were read and confirmed as a true record. Proposed by Phil and seconded by Alan.

### **4. Matters Arising There From**

a. Playground Update: the clerk confirmed that Phoenix Fencing had been informed their quote had been accepted, and they were willing to start work as soon as the materials had been received. The clerk had received a proforma invoice from playgrounds online (for the materials needed to maintain the play equipment) for £750.00 including delivery and VAT, it was agreed to pay proposed by Peter and seconded by Thomas.

b. Defibrillators: the heated cabinet had been ordered and Thomas had paid for this from the monies raised at the Clarboston Road Winter Fair. The clerk had contacted BT regarding the telephone kiosk in Wiston, and they had confirmed that they still owned the kiosk. They also advised of the following regarding the siting of a defibrillator:

*"We would allow adoption by the Community Council, subject to approval by Pembrokeshire County Council (an Ofcom regulation that requires that we obtain local authority approval for the removal of telephony). This would entail a consultation which will take 90 days. I would also advise that it is a listed kiosk and we would recommend that you also check with the planning department at Pembrokeshire Council see if any additional consents are required for the intended use of the kiosk. On the question of defibrillators, I'll just mention that we work closely with The Community Heartbeat Trust and recommend them to supply defibrillators due to their compliance to BS7671 electrical safety standards, cabinet compliance to BS7671-416/417 in its construction by ISO 9001/2 certified manufacturer, and Governance system to demonstrate the management of the defibrillator. They have written consent from us to connect a defibrillator. If you go via another route for your defibrillator then you would need to ensure that the defibrillator cabinet is class 2 and compliant to BS7671-416/417 in its construction and manufactured by a ISO 9001/2 certified manufacturer. Once the defibrillator has been installed, we need to be notified in*

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*order that we can make the appropriate declaration to the power company. As regards the power supply (assuming there is one - I believe there is here), we would keep it on, and BT would continue to pay for the power supply for the time being at least. We do reserve the right to have it disconnected at some point, but do not envisage this happening at any time in the foreseeable future. We would, in any case, give you the opportunity to take over the supply, were this to happen. In instances where the kiosk is used to house a defibrillator, we guarantee to retain and pay for the power for a minimum of 7 years."*

The clerk agreed to take them up on the offer and provide the information required.

c. Noticeboards: ongoing.

d. Clarbestedon Road AFC – Road safety in the vicinity of the pitches on the Wiston Road: in response to this issue the Highways Department at Pembrokeshire County Council (PCC), had agreed the following:

- Installation of new pole and signage "children going to school/playground" on eastern carriageway heading south.
- Relocate the double bend awareness warning sign to the above sign assembly
- Araf/Slow to be installed on the carriageway adjacent to the warning sign

e. Bus Shelter update: Walton East bus shelter had been removed and the concrete base installed, and the construction of the new shelter should start on 4<sup>th</sup> March 2019. Wiston bus shelter: the passenger transport coordinator for PCC advised – *"that the land registry had been checked and there was uncertainty over who owns the car park and grass area in front of the church. However, it would be possible to utilise the front 2 metres of the grass area to install a bus shelter. I am conscious that we want the shelter to be utilised by the service bus users and the school pupils. I am liaising with Edwards Bros to identify the most suitable location for a stop. We are thinking potentially the service bus could go further into the village and turn near Longhouse."* Peter confirmed that the church was not happy for a bus shelter to be sited on the grass area alongside the church car park and felt that a more appropriate site would be directly opposite on the grass verge.

## **5. Finance**

a. Barclays Bank Estimated Account Balance as at 31<sup>st</sup> January 2019:

Current Account £3038.63 Business Premium Account £3102.24

b. Auditor General for Wales: Internal Audit Arrangement at Town and Community Councils in Wales - noted.

c. Wales Audit Office: Community & Town Councils – Governance, Financial Management & Internal Audit – noted.

## **6. Correspondence**

a. Pembrokeshire County Council (PCC): Draft Street Trading Policy – noted.

b. Paul Sartori: donation request – it was agreed to donate £150.00 proposed by Alan and seconded by Phil.

c. Children's Wales Air Ambulance: donation request – it was agreed to donate £100 proposed by Thomas and seconded by Peter.

d. One Voice Wales (OVW) Membership Renewal 2019/20: the renewal fee for this year is £157 (based on 493 chargeable homes times £0.320p). The clerk advised the meeting that she had engaged their services regarding the audit for the last financial year. Therefore, it was agreed to remain members of OVW proposed by Robert and seconded by Yvette.

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**7. Planning**

a. Possible Caravan site in Wiston: residents in Wiston had received letters from a land owner along the Valley Road, advising them they proposed to have a caravan site for no more than 5 caravans on their land. It was thought to be for members of the Caravan Club only, and due to the number of caravans to be sited at any one time it was believed no planning was required and the letters had been sent to residents out of consideration for their neighbours.

**8. Any Other Business**

a. An invoice for the supply of a Christmas tree (December 2018) had been received from Newbridge Nursery for £50.00, it was agreed to pay proposed by Thomas and seconded by Peter.

**9. Next Meeting**

The date of the next meeting will be 18<sup>th</sup> March 2019, at 20:00hrs, at the Memorial Hall, Clarbeston Road. This is subject to change if a quorum of community councillors cannot be met.

As there was no further business the meeting closed at 21:05hrs.