**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

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

**Minutes No 355**

1. **Present:**

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

Clerk & Treasurer: C Williams

County Councillor: D Howlett

1. **Apologies:**

W Oriel

1. **Minutes:**

* The minutes (354) of the meeting held on 5th February 2019 were read, approved and signed as a true record by D Rees (Chairperson).

1. **Matters Arising:**

* Old Police House – a further meeting had taken place with the approved contractor concerning drainage work and an additional quotation received for that work. A meeting to be arranged with representatives from PCC to further the grant application. The concerns expressed by the owner of the Old Police House about a boundary wall and fence have been reported. PCC representative informed that the wall in question is owned by the Old Police House but the fence on top of the wall is the responsibility of the Community Council. A quotation had been received to carry out work to replace the fence - £600. It was agreed that the Clerk would query the length of fence quoted for, circulate Community Councillors via email and if all were in agreement, to proceed with the work.
* PAYE arrangements for Community Council employees – a local firm of accountants had been contacted to offer advice and arrangements would be put in place from April 2019 going forward to comply with PAYE regulations. All were in agreement with these arrangements.
* Damaged tree at Golden Hill – information had been received from PCC that the tree had been removed.
* Dog fouling – an email had been received from a local resident complaining about the amount of dog mess around the village. This was reported to the Environmental Enforcement service – Mr Paul Watkins – and his response shared with the local resident and Community Councillors. The Environmental Enforcement officers had been in Spittal on two occasions and would inform the Community Council if any orders were issued. There was some discussion on permanent signs – Clerk to follow up. Cllr Howlett to investigate the likelihood of another dog waste bin on the section of road outside Spittal School. It was acknowledged that this was an ongoing problem.
* Moss and mud on pavements. Cllr Howlett reported that the moss had been cleared but no mud had been visible.
* Water near the tunnel – Cllr Howlett informed the meeting that PCC had inspected the site and were positive that Network Rail were responsible for visible blockages. At that time Network Rail were not accepting responsibility and PCC had agreed to carry out the work themselves and bill Network Rail for the full costs. Network Rail have now carried out drainage work. The Community Council thanked Cllr Howlett for his persistence in this matter.

1. **Correspondence**

**Emails –**

* PCC ‘My Account’ – survey details. Cllr Howlett reported the importance of this service to improve the services offered by PCC and to reduce costs. It was agreed to include information in the Spittal Star – Clerk to arrange.
* PCC – email forwarded from Dyfed Powys Police. Brexit and monitoring community tensions. For information only.
* PCC Emergency Road Closure – urgent repairs to the road from Spittal Cross to the Tunnel. Closure 25th February 2019 for 5 days. This work was now complete.
* PCC Matthew Morgan informed the Clerk that Spittal Community Council were responsible for the broken fence at the bottom corner of the playground (see Matters Arising – Old Police House).
* Paul Davies AM – newsletter. Clerk to forward via email.

1. **Finance**

* Wales Audit Office – invoice for external audit £182.75. Cheque issued.
* Independent Remuneration Panel for Wales – mandated payment of £150 as a contribution to costs and expenses for members of all community and town councils was discussed. Community Councillors who do not wish to receive this payment to inform the Clerk in writing before the beginning of the next financial year.
* PCC Council Tax Base for Financial Year 2019/2020 – Precept confirmed at £2.667.
* Lloyds Bank statement for balance on 16th January 2019 - £2.718.09.
* Clerk expenses claim for £546 was agreed and a cheque issued.
* Income & Expenditure Account update was accepted.
* Budget update – predictions to date for a final balance of £1484.70 to carry forward.

1. **Planning**

* Application for Pant y Cadno, 5 The Close, Spittal – alterations and extensions to create a single storey rear extension. No comment.

1. **Appeals**

* URDD (appeal via email) – it was agreed not to send a donation but to consider an appeal from Spittal School towards their participation costs in the future (should such a request arise).
* Wales Air Ambulance – donation of £25 was agreed. Clerk to arrange.
* Paul Sartori – donation of £25 was agreed. Clerk to arrange.
* All Pembrokeshire Cruse – donation of £25 was agreed. Clerk to arrange.

1. **Any Other Business**

* Bottles had been left out and some had smashed on the road. It was agreed to remind residents of collection rotas. Clerk to include in Spittal Star.

1. **Date of next meeting**

It was agreed to hold the next meeting on **Tuesday 2nd April 2019 – 7.45pm**

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

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