**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

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**Minutes of the Annual General Meeting of the Community Council held on Tuesday 7th May 2019**

**Minutes No 357**

1. **Present:**

Community Councillors: D Rees, W Oriel, E Whitby, R Elston, D Williams

Clerk & Treasurer: C Williams

County Councillor: Cllr D Howlett

1. **Apologies:**

A Jones

1. **Minutes**
* The minutes (356) of the meeting held on 16th April 2019 were read, approved and signed as a true record by D Rees (Chairperson).
1. **Matters Arising**
* PAYE arrangements are in place with Rees & Hayden, Accountants.
* Wales Independent Remuneration Panel recommendations were discussed again and Community Councillors were reminded that written confirmation of ‘opt out’ is required. Five Community Councillors have opted out of the scheme to date.
* Parking at Corner Piece – yellow lines are in place.
* Footpaths – Cllr Howlett informed the meeting that he had contacted Sean Tilling (PCC) who had agreed to look at the problems highlighted but funding issues might mean that only some repairs could be carried out.
1. **Election of Officers**

**Chairperson –** it was proposed by Mrs Wendy Oriel and seconded by Mrs Edith Whitby that Mr David Williams be appointed as Chairperson for 2019-20. This was agreed unanimously.

**Vice-Chairperson –** it was proposed by Mr David Williams and seconded by Mrs Edith Whitby that Mrs Rachel Elston be appointed as Vice-Chairperson. This was agreed unanimously.

**Register of Business Interests** – The Community Councillors present at the meeting reviewed their documents in order to make any changes. The document to be provided to Mr Andrew Jones for his attention at the next meeting.

Rev David Rees thanked everyone for their support during his year of office. Mr David Williams took the Chair and thanked Rev Rees for everything he had done during the year.

1. **Correspondence**

**Emails**

* PCC Local Development Plan – Candidate Site Consultation closes on 6th June and is available to view online, at Pembrokeshire libraries and Contact Centres. Cllr Howlett informed the meeting that nothing new is planned for Spittal.
* PCC – Community Delivery Project in Environmental Services is focussing on public toilets, playparks and green spaces. There was some discussion about possible areas which could be taken on by the Community Council. It was agreed to wait until approached by the Community Champion Co-ordinator.
* Paul Davies AM Newsletter – to be forwarded. Clerk to arrange.
* Police & Crime Commissioner - details of a funding programme for projects on security and safety in the local community. Sums available are between £5,000 and £10,000. The closing date for applications is 24th May.
* Play Wales Bulletin – to be forwarded. Clerk to arrange.
* Police & Crime Commissioner Newsletter – to be forwarded. Clerk to arrange.
* Spittal Football Fun Day – a request from Clarbeston Road Football Club to hold the Fun Day on the village green on Saturday 17th August was agreed. The Clerk agreed to ensure that the grass was cut. Public Liability Insurance is in place.

  **Hardcopy**

* PCC – Environmental Services. A letter advising of the forthcoming changes in Waste and Recycling Centres in Pembrokeshire. It was agreed to put the poster in the noticeboard. Clerk to arrange.

Cllr Howlett informed the meeting that from October, rubbish bins will be collected 3 weekly and a system of boxes will be used to encourage individual households to recycle more for themselves. The intention was to reduce the number of black bags per household to one (more capacity would be available for larger family homes).

* Clerk & Council Direct Magazine – D Williams expressed an interest.
1. **Finance**
* Budget (1) for 2019-10 was tabled. It was agreed to transfer £250 to NS&I as previously agreed. Cheque issued. Clerk to arrange.
* Income & Expenditure Account was presented and showed that the Insurance premium to BHIB had been paid and confirmation of renewal received and that the PCC precept of £889.00 had been paid into the account.
* PAYE arrangements – see ‘matters arising’.
* A cheque for £5 was issued to cover duplicating costs for the Annual Public Meeting.
1. **Planning**

Nothing received to date.

1. **Appeals**

Nothing received to date.

1. **Any Other Business**
* It was confirmed that the defibrillator is not locked. Clerk to arrange training. Cllr Howlett informed the meeting that it was his intention to include the position of defibrillators in his next newsletter.
* Drains between Greystone corner and Zions Hill had not been cleared although othrs in the area had been cleared. Cllr Howlett to report.
* A request to purchase flowers for the corner of Wesley Way was agreed. D Williams thanked W Oriel for her care of this area and everyone agreed how attractive it looked on entry to the village.
* Trees in need of trimming back – on pavement outside Westgate and along Middle Town. Clerk to inform.
1. **Date of next meeting**

It was agreed to hold the next meeting on Tuesday 4th June 2019 at 7.45pm.

Signed……………………………………………………………………………………………………………………………………………….

Date…………………………………………………………………………………………………………………………………………………..