

MINUTES OF A MEETING OF EAST WILLIAMSTON COMMUNITY COUNCIL HELD ON THURSDAY 6TH JUNE 2019 AT THE EAST WILLIAMSTON COMMUNITY HALL AT 7.00PM.

PRESENT: Cllr G Soar (Chair)
Cllr C Hopkinson
Cllr D McIntosh
Cllr A Ratcliffe
Cllr J Williams
Cllr R Day

APOLOGIES: Cllr M Taylor
Cllr I Wilkinson

77/19 DECLARATIONS OF INTEREST

None received.

78/19 MINUTES OF LAST MEETING

The minutes of the meeting held on 2nd May were proposed and seconded and agreed as a true record.

79/19 MATTERS ARISING

The following matters were raised:

- a) **Minute 64/19:** Pole number 802 446 at Broadmoor. Clerk to remind Mel Stephens about relocation of telegraph pole at Broadmoor. There are also garden shrubs overgrowing over the pavement on the opposite side of Pinewood. Ask PCC to cut these back.
- b) **Minute 69/19:** The clerk advised that she is meeting with David Astins regarding the Community Delivery project.
- c) Payment to Cllrs – clerk to email opt- out forms and also to print some off for next meeting.
- d) The timing of the traffic lights at Broadmoor is being investigated by the Trunk Road Agency.
- e) Location of notice boards from Enhancing Pembs grant – Cllr Doug McIntosh gave information regarding locations and these were agreed. The newsletter will also need to be discussed at some point.
- f) Cllr Charles Hopkinson has purchased black refuse bags and delivered them to Richard Fanus.
- g) Pot hole in Templebar Road – a cyclist almost fell over – report again to PCC.
- h) Opposite Beaconing Farm is a gully which is below the level of the road. Report to PCC.

80/19 PLANNING APPLICATIONS

The following planning application was considered:

- a) 18/1271/PA: Variation of conditions 2 and 5 of Planning permission App/N6845/A1/16/3149977 on land forming part of Prouts Park Farm. It was agreed that no comment be made this application.

81/19

UPDATE ON ACCOUNTS TO 31ST MAY 2019

The following financial information was circulated:

- a) The Bank Account Reconciliations Summary showing a balance of £29,653.29 in the Current Acct, £3,093.13 in the Deposit Acct, £24,094.75 in the Park account and £2,000 in the Jubilee Park Acct.
b) The Financial Statement – Cashbook showing income of £11,882.92(gross) and expenditure of £5,862.53 (gross).
c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading

It was agreed to transfer £3000 from the current acct to the Parks Acct, the balance of which is ring fenced for replacement of play equipment.

82/19

ACCOUNTS FOR PAYMENT

The following accounts were agreed for payment:

- | | |
|---|----------|
| a) Mrs J Clark – May salary | £226.98 |
| b) PAYE for May | £56.60 |
| c) Mrs J Clark – salary owing for April | £21.88 |
| d) Edge IT Systems Ltd – hosted Finance package | £105.00 |
| e) The Cutting Hedge cutting of all sites for May | £460.00. |

83/19

REPORT OF INTERNAL AUDITOR 2018-19

The report of the internal auditor had been circulated and was considered in some detail by Members. The only matters of concern were the sum of £315.00 VAT charged on the income from the insurance company which the clerk will rectify with HMRC in the next claim and the level of reserves. It was confirmed that the high level of reserves was earmarked for the replacement of play equipment in the council's three playparks as and when the need arises. The internal auditor had completed and signed the relevant section of the Annual Return.

RESOLVED: That the report of the internal auditor be accepted.

84/19

APPROVAL OF ANNUAL RETURN ETC FOR ACCOUNTS 2018-19

The Accounting Statement for 2018-19 had been circulated along with the Governance Statements Parts 1 and 2. After careful consideration the figures were accepted and approved, and the Governance Statement completed.

RESOLVED: That the Annual Return and the Annual Governance Statement be approved.

85/19 **SAUNDERSFOOT YOUTH CLUB DONATION**

Correspondence had been received from the above organisation requesting a donation to assist with the formation of new youth club. It was agreed that the sum of £250.00 be donated.

RESOLVED: That the sum of £250.00 be donated towards the formation of Saundersfoot Youth Club.

86/19 **UPDATE ON PLAY PARKS**

Pentlepoir: The grit Bin has been repaired and locked. Richard Fanus has a key and Phil Shread has one to come back to me. The clerk to follow up the replacement telephone number required on the park signage and to speak to Adam Lewis about the board leading to the slide which needs replacing. All weeds have been sprayed.

Broadmoor: No matters to raise.

East Williamston: No matters to raise.

It was suggested that councillors be issued with ID cards for when they are visiting playparks etc for identification purposes. Cllr J Williams agreed to make these up.

87/19 **REVIEW OF STANDING ORDERS**

The Clerk offered to prepare a draft, based on our current standing orders and adding in anything not covered in the model standing orders for discussion at the July meeting.

RESOLVED: That the Clerk will prepare a draft based on the current standing orders and including any matters from the new edition not covered.

88/19 **CORRESPONDENCE**

The following correspondence had been received:

- a) South Wales Trunk Road Agent – Traffic Light timings at Broadmoor.
- b) Pembs CAB AGM – invitation to attend – noted.
- c) PLANED AGM – invitation to attend – noted.
- d) PCC Off-Street Parking Places (Consolidation) Order 2011 – noted.
- e) Clerk & councils direct Magazine – noted.
- f) PCC – How Fair is Pembrokeshire? – noted.
- g) PCC – Changes in Waste & Recycling Centres in Pembs – noted.
- h) OVW News Bulletin – noted.
- i) Pembs Enhancing Grant 2019 criteria. It was suggested that we apply for funding for outdoor gym eqpt. The clerk was requested to obtain quotes for

the July meeting and to bring the Sunshine Gym brochure to next meeting. The clerk to also find out the dates that the panel will meet for this round.

j) Bobath Cymru request for donation – agreed to donate £25.00.

k) Letter from Jennie McIntosh regarding speeding vehicles on Ford Lane etc. It was agreed that the clerk to notify the police and PCC about speeding and to ask if there is anything that can be done. Send copy of Mrs McIntosh's letter to Cllr Geoff Soar for the next PACT meeting so that he can raise it there also.

l) Our Future Wales Events.

m) Review of Polling Districts and Polling Places (PCC)

n) Play Wales E bulletin June 2019.

o) OVW Basic On-line Learning Modules.

89/19 **REPORT COUNTY CLLR JACOB WILLIAMS**

Nothing to report.

90/19 **ITEMS FROM CLLRS**

The following matters were raised:

- a) Clayford Lane on the A478 - the hedge needs to be lowered for visibility from Woodridge and Wooden.
- b) Finlay's Garage at Broadmoor – the hedge has been cut down and they are putting a fence up. This needs to move back a few feet as vehicles for sale are too close to the pavement. The clerk to ask PCC if the cars could be moved back. The number of cars that can put up for sale on this site has been exceeded. Report this to PCC.
- c) Cllr Doug McIntosh advised that all trees on the new area near the hall had been felled and stumps taken out. This area now looks really good and it will be seeded and Terram will be put down to prevent weeds growing. It will look good when it is finished but council is requested to assist with costs. A figure will be provided for the July meeting.

91/19 **DATE OF NEXT MEETING**

The next meeting will be held on 4th July 2019 at 7.00pm.

The meeting closed at 9.40pm.

Signed.....Chair.....Date

Signed.....Clerk