

MAY 2020

Manordeifi Community Council

AGM

Minutes of the Annual General Meeting held remotely on Tuesday the 12th of May 2020 at 8pm

PRESENT

Cllrs - Cllr Caroline Davies (Chairman), Cllr Alan Wilson, Cllr Aled Lewis, Cllr Liz Hall, Cllr Alan Ford and County Cllr John Davies. (All present).

1. Apologies for Absence – None.
2. Elect Chairman for 20/21 – It was unanimously approved to elect Cllr Aled Lewis.
3. Elect Vice Chairman for 20/21 - It was unanimously approved to elect Cllr Liz Hall.
4. Elect External Financial Auditor and Risk Assessor for 20/21 - It was unanimously approved to elect Mrs Helen Evans from Eglwysrwr.
5. Elect proper Financial officer for 20/21 - It was unanimously approved to re-elect the Clerk.
6. Receive financial balance sheet, explanatory notes and risk assessment for 1/4/19 to 31/03/20 – It was unanimously approved as presented along with the Statement of Annual Governance and Assurance and a positive Internal Audit process.
7. Annual Business –
 - a. Clerk's service charge – It was agreed by the members to maintain the clerk's salary of £1,200 plus £300 fixed costs, payable in September and January. It was further noted the employment of the clerk was on a PAYE basis.
 - b. Cheque signatories – It was agreed to maintain Cllr Wilson, Cllr Ford and Cllr Hall.
 - c. Appoint accountable member and review GDPR policy – It was agreed to appoint Cllr Hall as GDPR compliance officer.
 - d. Fidelity Guarantee Insurance – It was agreed not to acquire the foregoing as the cost was disproportionate to the risk.
 - e. Review of Welsh Language Scheme – was reviewed and noted.
 - f. Review of Freedom of Information Act Scheme - was reviewed and noted. It was further reported that one request had been made during the year under the FOI scheme and had been complied with and reported to Council at that time.
 - g. Communication and e information strategy – The members noted the established arrangement, given the council publish all its minutes on the Pembrokeshire Web site for Town and Community Councils.

There was no further annual business and the AGM was declared closed at 8.15pm.

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Minutes of the meeting held remotely by electronic means on Tuesday the 12th of May 2020 at 8.20pm

1.PRESENT

Cllrs - Cllr Aled Lewis (Chairman), Cllr Caroline Davies, Cllr Liz Hall, Cllr Alan Wilson, Cllr Alan Ford and County Cllr John Davies (deputising Clerk).

2. APOLOGIES

None. All present.

3. Minutes of the monthly meetings held on the 10th March 2020

After electronic circulation of the minutes prior to the meeting, they were to be signed by the Chairman as a correct record. It was a unanimous decision. There were **no minutes for April 2020** due to Covid 19 restrictions and no meeting held.

Urgent matters only.

4. Annual Dinner – It was confirmed that due to Covid 19 restrictions the dinner had been cancelled. It was decided that a dinner could be held in Ffynnone Arms later on in the year subject to Covid 19 restrictions.
5. Retirement of Cllr Mrs Margery Sullivan – After a very long period of office and service, the longest serving member of the Council had confirmed her retirement from office forthwith. Mrs Sullivan had served also as a Preseli District Cllr from 1987 till 1996. Furthermore her service as a Parish and Community Cllr spanned even further than 1987. Members were unanimous in paying tribute to Mrs Sullivan for her sterling service and wished to recognise her contribution to the Community. Clerk was instructed to seek options as a fitting gift for her service and report back. Filling the vacancy would be considered once the Covid 19 restrictions had been relaxed, which would allow public notices to be published and the statutory notices placed in the various Notice Boards.
6. Update on Covid 19 activities. - £100 donation approved electronically to Crymych mask project. It was reported that the cause had produced over 60,000 masks to date and raised over £32,000. County Cllr Davies informed members of the Manordeifi Support Group network which involved circa 20 volunteers in Manordeifi and with team leaders established in Abercych led by Alan and Elaine Ford, Newchapel led by Aled Lewis (Chairman) and Carregwen/ Pontrhydyceirt led by Michelle Mepham and Sarah Hanley. Cllr Davies praised all the volunteers and highlighted what had been achieved in support to citizens of the community. The work of volunteers and the group had been significant but rewarding. County Cllr Davies was thanked for setting up and managing the Manordeifi support group.
7. Contribution towards cost Manordeifi Support Group Leaflets. It was decided to make a donation towards the cost of the leaflets and ID Cards. £25 was supported as a donation by all present.
8. Condolences sent to the family of the late Emyr Evans Manor View Carregwen. It was with regret the members recognised the passing of Mr Emyr Evans who had been a first class craftsman who was regular in his services to the Council. A letter of condolences had already been sent to the family in the name of the Council.
9. Purchase of Flowers - Given the restrictions it was decided to allow the Clerk to acquire all flowers, flower baskets and 6 compost bags as in previous years from Penrallt Nurseries. The services of Mr Richard Wilson to be used for planting.

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10. Speed Activated Signs – Members had already been advised of the Council being shortlisted in the bid to seek funding from the County Council for speed activated signs. Clerk would now provide additional information to the Highways Dept which involves the type of signs. All agreed the signs showing actual speed and Slow / Araf text would be the preferred model.

11. Abandoned Bus Penrhiw Car Park - Clerk assured the members that the abandoned bus in the Car Park had been reported to the County Council and DVLA for removal. Other vehicles were also considered present in the Car Park as potential abandoned vehicles. Clerk to investigate with the County Council and DVLA the status of those vehicles. Clerk also to liaise with the part owners of the Car Park Penrhiw Inn to seek any information they may have regarding the vehicles.

12. Painting of Newchapel Bus Shelter- It was agreed to purchase paint for the painting of the Bus Shelter with the painting work carried out by Volunteers. Chairman would co-ordinate the matter.

13. Japanese Knotweed Cilgwyn Road and Clynfyw. Cllr Davies would inform highways and respective hedgerow owners of the need to treat the infestation.

14. Llechryd Bridge Closure – Cllr Davies informed members that he along with Cllr Clive Davies Ceredigion had made representations to Ceredigion to get the bridge repaired. Regrettably there is significant repair work needed after the February storms and therefore the bridge is likely to be closed for some time.

Financial Matter

15. Balance as of 12/05/20– Treasures Acc £3,662.96p inc £1,834.00 first precept for 2020/21. Was seen and noted.

16. Annual Audit date 29/07/20 – Statement of Annual Governance and Internal Audit report. Was seen and noted and the Statement of Annual Governance approved and signed off earlier in the AGM.

17. Annual Insurance payment of £471.16 paid to Zurich Municipal Insurance – Had been approved for payment by electronic means before the meeting. This was further ratified.

Date and venue of next meeting

18. Tuesday 9th June 2020 by means to be decided subject to Covid 19 regulation.

The meeting closed at 9.00pm.