**Wolfscastle Community Council**

The Annual meeting of the Wolfscastle Community Council was held at Treffgarne Village Hall on Tuesday 4th May 2021 at 8:00pm.

**Members Present:** Cllrs. Barrie Griffiths, BJ Harries, Michelle Bateman PCC, Gerallt Miles, Gerwyn Williams and Peter James

**Apologies:** Cllr TC Griffiths.

**Appointment of Officers:** At the outset of the meeting, Councillors proceeded to elect officers for the year 2021 / 2022 as follows:-

**Chairman:** Cllr Brynmor Harries

**Vice Chairman**: Cllr Gerallt Miles

**Signatories:** Cllrs Barrie Griffiths and TC Griffiths

**Planning Sub-Committee**: As in previous years.

**Internal Auditor**: Mr Eric Williams

**RFO & Clerk:** Revd Geoffrey Eynon

In vacating the Chair, Cllr Barrie Griffiths thanked his fellow Councillors for the support given to him during the past 2 years. He also thanked the Clerk, for all his work.

Cllr BJ harries, thanked his fellow Councillors for nominating him as Chairman for the coming year. He also thanked Cllr Barrie Griffiths, for the way that he had conducted the meetings and represented the Council during the past 2 years.

The monthly ordinary meeting then pursued with Cllr Brynmor Harries in the Chair.

**Minutes:** The minutes of the meeting which were held by Telephone Conference held on Tuesday January 12th 2021 had been distributed to all the Councillors. These were accepted and signed by the Chairman as correct.

**Matters Arising:** There were no matters arising from the Minutes.

**County Council Matters:** In her report to the Council, Cllr Bateman mentioned that the work of managing the Covid 19 is ongoing. She also mentioned that there has been a close working relationship between PCC, Pembrokeshire National Park and Dyfed Powys Police. PCC is continuing to support Businesses in their application for funding. The new Chief Executive of the Council has been appointed and will be starting in September. The Council Tax for the coming year is 3.75%, leaving a funding gap of £15million. There has been an increase of 1000 applications on the housing list during the last 15 months. Cllr Bateman also mentioned that there is no need to accumulate funds to pay for future Community Council Elections. If the matter arises, then the Community Councils will be able to borrow money from PCC which will have to be paid back over a number of years.

**Applications:** The following planning applications has been forwarded to Councillors for consideration:-

**[a] 20/0832/PA** Erection of Agricultural Building at Mount Joy, Treffgarne SA62 5PJ

**[b] 20/1197/PA** Provision of Conservatory at The Weir Ranch, Treffgarne SA62 5LR

**[c] 21/0039/PA** Alterations to Residential Care Home to Create an Additional Bedroom at The Graylyns, Letterston SA62 5UD.

It was also noted that **20/0713/LB** Refurbishment of the Grade II Listed Building, Church Hill House, Treffgarne, SA62 5PH has been conditionally approved.

**Finances:** The Clerk reported that he’d received the recent Bank Statement, dated 30th April 2021 and that at there is £7371.08p (**Seven Thousand Three Hundred and Seventy One Pounds and Eight Pence**) in the bank account, which includes the 1st Precept Payment of £1584.00 (**One Thousand Five Hundred and Eighty Four Pounds**) for the year 2021 / 2022.

**Annual Audit:** The Clerk reported that the ‘Auditor General has appointed Monday, 20th September 2021 as the date from which electors can express their rights under the Public Audit (Wales) Act 2004.’ The Notice of Audit must be displayed in a conspicuous place by no later than 6 August 2021. The annual return must be certified by the RFO and approved by the Council, by 30 June 2021.

An external audit requirement this year is for the Clerk to have a Contract of Employment. It was reported that since his appointment in 1982, his only contract of employment was word of mouth given by the temporary Clerk who was in office when the present Clerk was appointed. It was advised that the Clerk to research and present a new document for consideration.

**Independent Remuneration Panel:** The Clerk reminded the Councillors that this Council is authorised to make available a payment to each of their members of £150.00 per year for costs incurred. However, it was agreed by Councillors present not to claim any payments.

**Insurance:** A renewal notice had been received from Zurich Insurance Company, giving a premium quotation of £257: 60 (**Two Hundred and Fifty Seven Pounds and Sixty Pence**) for the year 2021 / 2022. It was agreed that this quotation should be accepted and paid.

**One Voice Wales:** It was agreed by Councillors to pay the Membership Fee of £100:00 **(One Hundred Pounds)** to join One Voicer Wales for the year 2021 / 2022.

**Risk Assessment:** Copies of the Council’s Risk Assessment had been forwarded to Councillors for their approval. It was agreed by all present that it should be adopted for the coming year.

**Standing Orders:** Likewise, copies of Standing Orders had been received by Councillors, and all were satisfied and agreed that they be adopted for the coming year.

**Asset Register:** Members noted that the Asset Register had been updated by the Clerk in March 2021, and copies circulated to all Members.

**Correspondence:** The following correspondence were received:-

The Clerk reported that acknowledgements had been received from the Charities / Organisations to whom the Council had given donations during the year.

An acknowledgement had been received from PCC for the Precept requirement for 2021 / 2022

**AOB:** The following issues were brought to the attention of the meeting and need addressing as soon as practicable:-

[a] Cllr Barrie Griffiths brought to the attention of the meeting that some repair work has been done to the road surface through Treffgarne. But unfortunately, some of the new tarmac has already started to erode away. The question was asked, was this in preparation for surface dressing work to be carried out?

Cllr Griffiths also requested that the Clerk writes to the appropriate office asking is there any intention in the future of creating a continuous Cycle Track, along the A40(T) linking the Towns of Haverfordwest and Fishguard. It was noted that there are sections of track already created along the route.

[b] Cllr Peter James once again reported a deep pothole on the Sealyham to Welsh Hook Road, just passed Eithin-man. Also, there are some potholes in Welsh Hook that need filling in.

As there were no other matters to discuss the meeting was declared closed, with the next meeting arranged for Tuesday 1st June 2021 at 8pm.

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**