

Cyngor Cymuned Maenclochog Community Council

Munudau/Minutes 21/07/21

1. Yn bresennol/In attendance

Cllr David Nicholas (Chair)

Cllr Myfanwy Williams

Cllr Brian Edwards

Cllr Eifion Evans

(Clerk Shan Harries)

2. Ymddiheuriadau/Apologies

It was resolved to accept apologies from the following Cllrs

Cllr Teifion John, Cllr Ian Eynon, Cllr Geraint John, Cllr Huw George (Pembrokeshire CC)

3. Munudau'r cyfarfod blaenorol Minutes of previous meeting 16/06/21

The minutes were read and proposed as a true record of the meeting by Cllr Brian Edwards and seconded by Cllr Eifion Evans. They were signed by the Chair.

4. Adroddiad y Clerc/Clerk's Report

A training evening has been requested for the use of the defibrillator in the community but we are still awaiting dates. If this can be organised shortly during the coming months a request was made to get this approved via email correspondence with Councillors and not to wait for next meeting.

Highways update for matters causing concern- Pembrokeshire County Council have now re-surfaced the road from the top of the village towards Horeb Chapel.

They have also re-surfaced the top of the lane down to the forest.

Public bins concern- An email has been sent to Refuse collection department at Pembrokeshire County Council to voice concern that the bins in the public car park in Rosebush have not been collected. Photos have been taken and sent to Kenny Richards, Refuse Department PCC who has advised that PCC have never collected the bins from the car park. Clerk to action further correspondence as the bins are a health hazard especially with the increased footfall to the area during 'Staycation'.

Recycling Bins in Maenclochog car park-Concern was raised regarding the recycling bins area as they were often overflowing, and fly tipping was also an issue. It is apparent that people are travelling a fair distance to find recycling bins as they have been removed from some areas across the county. Clerk to action this again and speak to the relevant department regarding options.

5. Financial Update – Bank transactions were updated and approved on the Statement and Stubs of Cheques and signed by Eifion Evans.

Payments were approved and unanimously resolved for payment for the following:

SLCC (Society for Clerks) Membership invoice £72 subscription

Audit Postage repayment to the Clerk £4.85

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Setting up of photocopier for Community Council use - £18.00 for local company (J Harries)

Internal Audit fees for 2018-2021 for Ross Moore Financial Adviser - £600

Clerk's one off payment for completion of 2018-21 audits £500

The clerk requested that should Pembrokeshire County Council issue another invoice for the Public Conveniences during July/August and that there was no meeting that the council would resolve to allow 2 signatories to sign a cheque outside of a meeting to avoid late payments. The clerk would send copies of the invoice (should it arrive) to all councillors via email. The council unanimously approved this.

Budget monitoring page was reported (Please see updated Budget page) and approved as a true reflection of expenditure to date

Bank Online Safeguarding Review update to be actioned in next meeting.

VAT reclaim has been sent for the previous 4 years to HMRC. £2600 to be reclaimed if successful.

It is mandatory to publish the "Notice of Electors' Rights" on the TCC website and on the local noticeboard by August 6th. Clerk to action this.

6. Parc Chwarae Maenclochog update. The Clerk on behalf of the Community Council has completed a Community Assistance Grant Form to Tai Wales and West to ask for assistance with possible areas for improvement in the village. Meeting scheduled for August 3rd with Developers.
7. Community Land update – still in consultation.
8. Training – Clerk had attended 2 webinar sessions for new clerks and VAT training with SLCC. New Clerk Training 30/6/21 10-12am +7/7/21 – 10-12 am. VAT for local Community councils – 1/7/21 very informative.
9. Cynllunio/Planning – Correspondence received.
 - a) Ysgol Hill, Rosebush – Change of use of outbuilding to Self-catered accommodation. Cyf/Ref: 21/0286/PA
 - b) Ysgol Hill, Rosebush – Extension of Existing self-catered holiday let with a new unit of accommodation CYF/REF: 21/0114/PA
 - c) Hendy'r Orsaf, Maenclochog – Alterations to roof of house. Cyf/Ref: 20/0925/PA
10. Maenclochog Community Council on the Pembrokeshire TCC website.

Home page to be written -Bilingually and clerk to action.

Clerks email to be changed to maenclochogcc@gmail.com
11. Correspondence received from Mr T. Lewis regarding Llys y Fran access. Clerk to send on concerns to Dwr Cymru on behalf of the community council that have been raised in Mr Lewis' letter.

It was noted that correspondence had been received from Mr Hefin Wyn regarding posters
12. Dyddiad y cyfarfod nesaf/ Date of next meeting – 15/09/21

13. Unrhyw fater arall/ Any other matter

Concern raised that communication was very slowly being received from various departments in the PCC. The Terms and conditions had been completed and signed on behalf of the Community Council so that minutes could be shared on the Pembrokeshire TCC website as required. This is still in progress – documents are waiting to be uploaded but as yet, the council is still waiting on the necessary IT department to action.

The Chair wished to thank the Councillors for their attendance and for keeping to Covid-19 Regulations.

Signed



(Chair)

(Date)

15/9/21

Sheet no	Date	Paid out	Paid in	Balance Carried forward	Signed
415	22/05/21-21/06/21	£54.00 SLCC Conference online	N/A	£17,577.50	

Financial Report

Balance at Bank as of 21/7/21 is £17,523.50

Balance in cashbook as of 21/07/21 is £15,029.53

Cheque stubs signed by Cllr Eifion Evans

Upcoming Invoices to be approved in meeting:

SLCC membership invoice £72

Audit Postage £4.85 for clerk repayment

Setting up of photocopier for Council use £18.00 in a local business

Internal auditor's reports (Ross Moore Financial Adviser) for 2018-2021 - £600

One off admin fee for clerk for 2018-21 audits £500