

Cyngor Cymuned Maenclochog Community Council

Munudau/Minutes 12/5/21

1. Yn bresennol/In attendance

Cllr Teifion John Chairperson

Cllr Myfanwy Williams

Cllr Ian Eynon

Cllr Brian Edwards

Cllr Eifion Evans

(Clerk Shan Harries)

2. Ymddiheuriadau/Apologies

Cllr Geraint John

Cllr Huw George (PCC)

3. Munudau'r cyfarfod blaenorol Minutes of previous meeting 17/11/20

The minutes were read and discussed and signed by the Chair and seconded by Brian Edwards as a true record of the meeting.

4. Materion yn codi/Matters arising - New Clerk/RFO was now in post and work had been done on the accounts to send to the Internal and External Auditor.

5. Register of Interest- Cllr M. Williams noted a register of interest in Point 9

6. Financial Update -Accounts were updated and approved and completion of Audit recommendations noted.

Stubs of Cheques/Bank statements signed and verified. (See Finance Page)

Summary of Income & Expenditure Accounts signed and approved for AGM by B.E and seconded by I.E.

Budget monitoring page was also discussed and noted and Risk Assessment Policy approved by E.E and seconded by M.W.

Risk assessment and Financial Regulations approved for the period 1/4/2020 – 31.03.21.

7. Datganiadau Llywodraethu Blynnyddol/Annual Governance Statements

Annual Governance statements were discussed and approved by the Council. Year end 2016/17 also adjusted and approved ready to be re-stated on 2017/18 Annual Return.

8. Payroll/PAYE – It was noted that this had now been set up by the clerk with HMRC.

9. Parc Chwarae/Play park. Repairs -It was noted that urgent repairs had to be carried out on the Play Area in Maenclochog after the Annual PCC Inspections. Mike Sheppard and Neil McCarthy from PCC had attended the site with the Councillors and advised on the repairs. The Council wish to thank Arfon Williams Engineering for the swift repair work which was approved by Mike Sheppard who had carried out the inspections. It was estimated by M. Sheppard PCC that the main play frame repair would only last 18 months to 2 years.

Councillors asked if there were any other equipment available in the interim period – but none available.

Action to be taken – to call a meeting to set up a new Play Park Committee to apply for grants to get new equipment for the Play Area.

A Service Level Agreement has been signed by the Chair to enable PCC to continue the inspections/insurance of the area. This will now be due November 2021.

10. Community Land

More work to be done on this.

11. Training - One Voice Wales in conjunction with SLCC (Society for Clerks) are holding training sessions and Councillors divided the training modules to attend via Zoom.

Action – to book places on “Understanding the Law” Module 4, “Local Gov. Finance” Module 21, “Local Gov Finance” module 6, “The Council as an employer” Module 3

New Clerk to attend SLCC/OVW conference training 13/5/21

12. Cynllunio/Planning

Land at Llanycefn – A One Planet development Cyf/Ref: 20/0523/PA

Councillors requested to send Communication regarding the One Planet development

Plot adjacent to Bro Meini, Maenclochog Cyf/Ref 20/1206/PA

No objection to build single storey dwelling.

13. Highways -It was noted that communication had been received from Midway Motors regarding overhanging trees that are obstructing the buses driving pupils to Ysgol y Preseli. The bus company had requested the Community Council to relay the importance of dealing with this as it was a danger to school children and other road users to the Highways department.

It was also noted that the road from Hafod Ddu to Mynydd Crwn needed pot-hole repairs and the road leading back from top of Maenclochog towards Horeb chapel.

Action – Clerk to send communication to the relevant departments.

14. Dyddiad y cyfarfod nesaf/ Date of next meeting (AGM) – 19/05/21

Communication had been posted in shop/garage, also Absalom Garage and in the Community hall regarding meeting.

15. Unrhyw fater arall/ Any other matter

The Chair wished to thank the new Clerk for the work carried out. And thanked all Councillors for their attendance.

Signed

(Chair)

(Date)

Sheet no	Date	Paid out	Paid in	Balance Carried forward	Signed
409	22/11/20-21/12/20	£1,443.33 Toilets	N/A	£11,821.50	J. H. Nicholas 12/5/21
410	22/12/20 – 21/1/21	N/A	£3,333 Precept 24/12/20	£15,154.50	J. H. Nicholas 12/5/21
411	22/01/21 – 21/02/21	£240 Hire of Hall 2020	N/A	£14,914.50	J. H. Nicholas 12/5/21
412	22/02/21 – 21/03/21	£250 Internal Audit	N/A	£14,664.50	J. H. Nicholas 12/5/21
413	22/03/21-21/04/21	£300 Jan-March Clerk £61 Un Llais Cymru Membership	N/A	£14,303.50	J. H. Nicholas 12/5/21

Financial Report

Balance at Bank as of 12/5/21 is £14,303.50

Since last meeting, approval for payments has had to be done via correspondence with Chair due to not meeting as a Council (Covid-19 Restrictions)

£1,443.33 has been paid for toilet maintenance invoice 23/11/2020 (Cheque no. 100207)

£240 for Hall hire 2020 03/01/2021 (Cheque no. 100208)

£250 for Internal Auditor 11/3/21 (Cheque no. 100209)

£300 for Clerk work Jan – March 31/03/2021 (Cheque no. 100211)

Cheque stubs signed by E. J. B. Edwards 12/5/21

Payments made since last full meeting (approved by Chair) 4 Cheques totalling £2,233.33

Upcoming Invoices to be approved in meeting:

Teyfion John

On response to Health and Safety Inspection -Urgent Repair carried out in Maenclochog Play area as discussed and approved by PCC Maintenance.

Training session for Clerks/councillors on 13/5/21 for £45 +VAT (£54) One Voice Wales/Society for clerks (See Pro forma Invoice)