**Uzmaston Boulston and Slebech Community Council**

**Minutes from 18th November 2021**

**Uzmaston Hall**

Attendees – D Campbell, S Evans, M Howe, B Thomas and C Ace.

Also in attendance Clerk and County Councillor D Clements.

1. **Chairpersons Welcome**

The Chair welcomed all to the meeting, and especially as it is the first time since resuming face to face meetings we have returned to Uzmaston Hall.

1. **Apologies for Absence**

Apologies were received from S Green, L Screen and M Williams.

1. **Declarations of Interest**

None noted.

1. **Previous Minutes**

The previous minutes were read and agreed.

1. **Matters Arising**

**Policies** - The Councillors reviewed and agreed the following policies: Standing Orders, Financial Regulations, Code of Conduct, and Risk Register.

**Budget Planning and Precept Demand** - The members discussed and agreed the budget planning document for 2022 – 2023. They also agreed the precept demand of £2500.

**Christmas Gifts** – The councillors felt this was a worthwhile activity when grant money was involved, but questioned whether public money should be spent this way. The Council decided not to provide Christmas gifts, but suggested a community event could be hosted in the Spring to commemorate owning Uzmaston Village Green.

**Uzmaston Village Green** – The Clerk updated the Councillors on the tasks from the previous meeting. The Councillors felt the newsletter should be delayed until a community event had been organised. Curbing on the Green had been requested from PCC, but no response had been received. The Council discussed the information boards, but again decided to postpone due to issues with information sources. The Councillors discussed their plans for the Village Green and would like the Clerk to find out about grants for planting, as well as costs for benches.

**New Road** – The Councillors requested the route for the mini sweeper to include New Road.

Councillor D Clements agreed to request.

**CILCA** – The Clerk reported she had passed the Certificate in Local Council Administration. The Councillors congratulated the Clerk.

**Grant for Haverfordwest** – The Clerk reported Haverfordwest had received a substantial grant for improvements in the Town. This was discussed alongside car parking and the proposed transport hub.

**Request for Road Safety Signs and Verge Cutting on Uzmaston Road** – Councillor D Clements provided feedback from PCC. They do not think signs are necessary, but are prepared to consider with evidence. No feedback had been received from the request to make the verges safer to use.

**Broadband** – Still waiting for agreement from DCMS on the Slebech and Wiston projects.

1. **Planning**

The Pre-Planning Application from JE Lawrence was discussed. The Councillors discussed this issue, along with the pre-application information and request for feedback. The Council was pleased to see the application was progressing through the proper channels and process, and discussed issues highlighted by residents.

1. **Reports for Decisions**

None received.

1. **Reports to Note**

Shared via email.

1. **Audits and Accounts**

The Clerk discussed the HSBC safeguarding review. This has been arranged for December. UBSCC are still waiting for the Audit Return. The Councillors reviewed the ledger and completed a comparison with the bank statements and bank reconciliation.

1. **Accounts for Payment**

None requested.

1. **Date of Next Meeting**

The next meeting is on Thursday 13th January 2022, 7.30pm in Uzmaston Hall.

The meeting closed at 8.55pm.

Budget Planning Document

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Description | 2020-21 Budget  £ | 2021-22 Spend  £ | 2022-23 Suggestion | Explanation | Necessity |
| Insurance | 267.39 | 267.39 | 300 | Likely increase | Y |
| Clerk Salary | 1833 | 1866 | 1866 |  |  |
| External Auditor | 419.25 | 350? | 400 | Likely increase | Y |
| Internal Auditor | 175 | 175 | 200 |  | Y |
| Hall Hire | 28.78 | 120? | 175 | Likely increase | Y |
| Stationery | 0 | 0 | 300 | Printer |  |
| Subscriptions | 0 | 88 | 150 | OVW – full price | Y |
| Clerk Training | 0 | 0 | 0 |  |  |
| Councillor Training | 0 | 0 | 0 |  |  |
| Notice Board Repairs | 0 | 50 | 50 |  | Y |
| Christmas gifts | 500 | 0 | 0 |  |  |
| Grass Cutting | 0 | 0 | 1188 (inc VAT) | Will claim VAT back | Y |
| Payroll | 30 | 30 | 30 |  |  |
| Grass cutting WI bench |  | 60 | 60 |  | Y |
| Bank Charges |  | 50? | 120 |  | Y |
| Uzmaston Village Green | 150 | 299 | 1000 | Curbing, benches… | From reserves |
| Donation to TRADA car park |  |  | 1000 |  | From reserves |
| Contingency |  |  | 5000 | Election Expenses | From reserves |
| Total | 3403.42 | 4325.39 | 4839 +  7000 from reserves |  |  |
| Precept | 4000 | 3500 | 2500 |  |  |