St Mary Out Liberty Community Council

MINUTES

Minutes of the Annual Meeting of St Mary Out Liberty Community Council held on TUESDAY 10th May 2022 at The Regency Hall, Saundersfoot at 6.30pm. A live link was available any members of the public (or Councillors) that wished to join the meeting remotely.

These arrangements are compliant with section 47 of the Local Government and Elections (Wales) Act 2021 - Multi Location Meetings for Community and Town Councils.

Present: Cllrs E Nash, D Nash and L Bolton

Also present: The Clerk

Meeting commenced – 18.35

Members of the public are welcome to ask questions or make representation relating to items listed on the agenda only.

Please note that Audio or Video recording of Full Council meetings is not permitted.

All St Mary Out Liberty Community Council meetings are regulated by its Standing Orders.

2022/05 1 To receive Declarations of Office from all Members – The Clerk confirmed that all members had made their Declarations of Office as Councillor to St Mary Out Liberty Community Council.

2022/05 2 To Elect the Chair for 2022/2023 – Cllr L Bolton nominated Cllr E Nash as Chair to St Mary Out Liberty Community Council, Cllr D Nash seconded the nomination. Cllr E Nash accepted the proposal.

2022/05 3 To receive The Chair’s Declaration of Acceptance of Office – Cllr E Nash signed the Declaration of Office as Chair.

2022/05 4 To Elect the Vice Chair for 2022/2023 - Cllr E Nash nominated Cllr Bolton as Vice Chair to St Mary Out Liberty Community Council, Cllr D Nash seconded the nomination. Cllr Bolton accepted the nomination.

2022/05 5 2022/2023 Chair’s Address to the Council – Cllr E Nash thanked the Council for the nomination and advised that she would do her utmost for the ensuing year.

2022/05 6 To receive any Apologies for Absence – None

2022/05 7 To receive any personal and prejudicial Declaration of Interests - None

2022/05 8 To review the Council’s representation on outside bodies

1. One Voice Wales To be decided following co-option
2. Matters around the Ward Cllr L Bolton
3. New Hedges Village Hall Cllr E Nash

2022/05 9 To confirm Remuneration payments made to Councillors for 2021/2022

No payments made

2022/05 10 To Receive any Updates Regarding the Audit Process – For continuousness of   
service St Mary Out Liberty Community Council will continue to use Messrs Llewelyn Davies, Charted Accountants to carry out its internal Audits.

The Clerk confirmed that all the Audit information has been passed onto the internal auditor and the report will be complied for consideration at the June 2022 meeting.

2022/05 11 To set the time and dates of the General Meetings of St Mary Out Liberty Community Council (June 2022 to May 2023) – Consideration to be given to holding meetings every other month.

Cllr Bolton proposed that the July 2022 meeting be held on 28th of the month and the following meetings be held on the second Tuesday of July 2022, September 2022, November 2022, January 2023 and March 2023

**General Meeting Agenda**

2022/05 12 To Receive the Minutes of the Meeting Held on the 13th April 2022

Cllr D Nash proposed that the Minutes of the Meeting Held on the 13th April 2022 be signed as a true record; Cllr Bolton seconded the proposal with all Cllrs in full agreement.

2022/05 13 Matters Arising from the Minutes

The Clerk confirmed that the large plant at the Welcome to New Hedges sign has now been removed.

2022/05 14 Account(s) for Payment and Bank Reconciliation – See finance report

Cllr E Nash proposed that the report be signed as a true record of the Council’s finances to date; Cllr D Nash seconded the proposal with all Cllrs in full agreement.

Cllr Bolton proposed that the invoices, as presented, be paid in full; Cllr D Nash seconded the proposal with all Cllrs in full agreement.

It was agreed that Cllrs E Nash and Bolton be added to the banking mandate. The changes will be implemented at the same time as the new Clerk’s details are added.

2022/05 15 Planning Application(s) Received – None

2022/05 16 Licensing Application(s) Received – None

2022/05 17 Consideration of correspondence received including:

* Email received from Pembrokeshire County Council advising that the block build bus shelter at Cwn Gwenol is scheduled to be replaced with a Perspex one.

It was agreed that this bus shelter and the responsibility of such be handed over to the Pembrokeshire County Council.

2022/05 18 Introduction and report from Rhys Jordan – Newly Elected County Councillor for St Florence and St Mary Out Liberty Ward

2022/05 19 To consider the St Mary Out Liberty Community Council relinquishing its responsibilities to the bus shelter situate at Cwn Gwenol and handing such to Pembrokeshire County Council – As above

2022/05 20 To continue with the appointment of a new Clerk and Responsible Finance Officer.

Interviews will be held in New Hedges Village Hall Tuesday 17th May 2022. One candidate to be interviewed.

2022/05 21 To consider the purchase of a lap top computer – At present the St Mary out Liberty Community Council do not own any electronic equipment.

Cllr E Nash proposed that the Clerk take advice from computer knowledgeable professions and purchase a computer to the value of £500 and relevant software to the value of £65; Cllr Bolton seconded the proposal with all Cllrs in full agreement.

2022/05 22 To continue with the Co-Option process (4 seats available)

The remaining seats to be advertised and persons invited to be considered for co-option. Any applicants to be invited to the July 2022 meeting.