

CYNGOR CYMUNED MANORDEIFI COMMUNITY COUNCIL

**Minutes of the meeting held on Monday 13th June, 2022
at Newchapel Reading Room**

Present:

Councillors Pamela Parsons (Chair), Elizabeth Hall, Aled Lewis, Lynda Williams, Christian Thould

Clerk – Judith Kings

1. Apologies for absence

County Cllr Iwan Ward

2. Declarations of interest on matters arising from the agenda

None

3. Approval of Minutes of last meeting (Annual Meeting and General Meeting)

The minutes of the Annual Meeting and Ordinary Meeting held on 9th May were accepted as a true record and signed by the chair.

4. County Councillor report

County Cllr Ward reported via email that he had arranged for the footpath to be cut opposite the park in Newchapel, and had also been to no.5 to discuss the hedge between them and the council house in Newchapel.

5. Matters Arising (not on the agenda)

Update on flowers and hanging baskets - the flowers have been planted and hanging baskets displayed. Receipts for expenditure to be handed to the clerk.

6. Correspondence

a. Audit Wales national survey of town and community councils regarding Local Authorities' role in developing social resilience and community self-reliance

This survey is to be completed by the Community Council rather than individuals.

RESOLVED to complete the questionnaire at the end of the meeting, time allowing.

b. Pembrokeshire Citizens Advice Bureau response to missing cheque (see also 9b)

The Pembrokeshire CAB did not receive the donation cheque sent in March as the office has moved. The clerk has informed the CAB that the incorrect address is still on the website.

7. Council Matters

a. Councillors to consider the two applications for Co-option on to the Council and co-opt one of the candidates

RESOLVED: to co-opt Suzanne Burley to Manordeifi Community Council.

ACTION: The clerk to inform the candidates of the outcome.

b. Special motion under standing order 7a: Councillors to consider reverting to meeting on the second Tuesday of the month at 7.45pm

RESOLVED: The Council to revert to meeting as above.

ACTION: Clerk to change the bookings at Abercych Village Hall and send out an updated meeting schedule to all Councillors.

c. Millennium garden plans: how to manage the development of the garden

It was noted that the unwanted wood had been removed. Cllr Williams has spoken to a resident in Abercych who is willing to help with the garden on a voluntary basis. Cllr Parsons to liaise with Cllr Williams to obtain contact details.

RESOLVED: The Council will continue to seek voluntary input from the residents in Abercych (and the wider Manordeifi area) to develop the garden, but understands its responsibilities and can step in to manage larger works if necessary.

8. Planning

To discuss and comment on planning application: 22/0052/PA

Proposal: L-shaped link building to join the main dwelling to the existing detached garage
Site Address: Tair Sir, Abercych, Boncath, Pembrokeshire, SA37 0EX

RESOLVED: not to oppose the planning application but to inform the County Council that no planning notices were visible on site.

9. Financial Matters

a. Balance as of 6th June 2022

£5762.17 (one cheque still not presented to the bank).

Bank reconciliation form was signed by the chair.

b. Approval to disregard cheque sent to Pembrokeshire CAB

As noted in 6b above, the cheque was sent to an incorrect address. Rather than cancel the cheque, the clerk wished to simply remove the cheque from the accounts.

RESOLVED: to disregard the cheque and remove it from the accounts.

c. Quarterly budget monitoring statement

RESOLVED: to approve the budget monitoring statement as presented.

d. Acceptance of the Internal Audit report and approval of Annual Governance Statement and Annual Return plus accompanying documents

RESOLVED: to approve the Internal Audit report, Annual Return, Annual Governance statement and the accompanying documents requested by Audit Wales.

e. Update on on-line banking registration and change of signatories

The clerk informed the meeting that the new signatories had still not been added to the banking mandate and therefore could not yet be added to the online banking system. Cllr Hall has attempted to register for online banking but has not been successful as yet.

10. Information sharing/matters for the next meeting

a. The heater in the defibrillator cabinet seems not to be working. The clerk to follow this up.

b. Nothing has been done with regard to the uneven pavement outside No. 7 Maes Cilgwyn.

c. It has been noted that a public right of way has been blocked at both ends. Cllr Hall has reported this previously. Cllr Hall to forward details of the paths concerned to the clerk.

d. Gifts for Councillors – ongoing investigations by the clerk.

e. A query from an Abercych resident, requesting if the County Councillor would arrange for the Penrhiw Car Park and Millennium Garden be included in PCC weed control programme.

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f. The website needs updating with the new Councillor information.

11. Date of Next Meeting

Tuesday 12th July, 7.45 at Abercych Village Hall.

Agenda items to the clerk by: Monday 4th July

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CYNGOR CYMUNED MANORDEIFI COMMUNITY COUNCIL

Bank Reconciliation as at June 6 th 2022		
	£	£
Balance per bank statement 23 rd May 2022		
Treasurers account	£5,812.17	
		£5,812.17
Less: Unpresented cheques at June 6 th 2022		
Cheque no. 000702 Pembs CAB	-£50.00	
		-£50.00
Add: Uncredited deposits at June 6 th 2022		
Description	£0.00	
		£0.00
Total cash & bank balance		£5,762.17
Cashbook		
Opening balance		£4,244.24
Add: Receipts to June 6 th 2022		£2,000.00
Less: Payments to June 6 th 2022		-£482.07
Closing balance per cashbook at June 6 th 2022		£5,762.17

Prepared by:	Judith Kings	6 th June 2022
Checked by:		



TREASURERS ACCOUNT

MANORDEIFI COMMUNITY COUNCIL

Account summary

Balance On 23 Mar 2022	£4,294.24
Total Paid In	£2,000.00
Total Paid Out	£482.07
Balance On 11 May 2022	£5,812.17

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
23 Mar 22		STATEMENT OPENING BALANCE			4,294.24
25 Apr 22	BGC	PEMBROKESHIRE CC PRECEPT	2,000.00		6,294.24
11 May 22	CHQ	000705 INSURANCE		482.07	5,812.17
11 May 22		STATEMENT CLOSING BALANCE	2,000.00	482.07	5,812.17

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

BGC - Bank Giro Credit

CHQ - Cheque

PKEOOF-13100000

M32C5003NON D32C5003NON

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BUDGET MONITORING

Expenditure to: 31 st May 2022	Budget for year £	Spend to date £	Variance £	Comments
Employee costs				
Salary	1800			
Training	950			
SLCC membership	72			
Office supplies	100			
Premises costs				
Rent Abercych	135			
Rent Newchapel	135			
Councillor allowances				
Mandatory allowance	450			
Training	450			
Services				
Audit	300			
Payroll	120			
Insurance	500	482.07	17.93	
Community services				
Plants/baskets	200			
Defibrillator costs	100			
Grounds upkeep	300			
Donations	600			
TOTAL EXPENDITURE	6212	482.07		
Income to: 31 st May 2022	Income for year £	Income to date £	Variance	Comments
Precept	6000	2000		
Other				
TOTAL INCOME	6000	2000		
Cash & bank balances at 31 st May 2022	5762.17			

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06/06/2022, 14:34

Gmail - Citizens Advice Pembrokeshire



Judith Kings <manordeificc@gmail.com>

Citizens Advice Pembrokeshire

Joy Church <joy.church@pembscab.org>
To: Judith Kings <manordeificc@gmail.com>

2 June 2022 at 08:01

Hello Judith,

Apologies for my delayed response, I have been on annual leave.

I'm so sorry but we never received your kind donation. We moved from the Cartlett office last summer and while we have updated our details on our own website, it has been a bit of a battle trying to change them all on Google and our redirect with Royal mail is now at an end.

We still have 2 offices, one in Pembroke Dock (38 Meyrick street) and the Haverfordwest office is now 36-38 High Street (where share an office with PAVS so it will likely be their details you will find if you search for that address). The full address details can be found under my email signature for ease of reference.

I'm sorry that this has been problematic for you but thank you again for keeping us in your thoughts.

Kind Regards/ Cofion Cynnes
Joy Church

Office and Resources Manager - Citizens Advice Pembrokeshire

Email: joy.church@pembscab.org

Fax/Ansaphone 01437 767936
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Citizens Advice Pembrokeshire
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