

WISTON COMMUNITY COUNCIL

MINUTES for the Community Council meeting held on Monday 20th June 2022 at 20:00 hrs at the Memorial Hall, Clarboston Road.

Present:

Alan Vaughan (Chair)

David Evans

Peter Lewis

Robert Voyle

David Howlett (County Councillor)

Samantha Philipps-Harries (Clerk)

1. Chairman's Remarks

The Chairman welcomed everyone to the meeting.

2. Apologies for Absence

Apologies for absence were received from Yvette Bevan, Thomas Bevan, Marilyn Bevan.

3. Confirmation of Minutes of the Last Meeting – 16th May 2022.

Minutes of the meeting held on 16th May 2022, were confirmed as a true record. Proposed by Peter and seconded by David Evans.

4. Matters Arising There From

- a. Broadband Project Update: David Howlett had spoken to the Broadband Project Manager today, and unfortunately there had been no update from Broadway Partners.
- b. Defibrillators: there was no update at present.
- c. Parking on pavement in Clarboston Road: reply from Highways department at Pembrokeshire County Council (PCC) not yet received.
- d. Cleaning of the Railway Bridge in Clarboston Road: Network Rail have refused to assist with the cleaning of the bridge. David Howlett would continue to organise the appropriate resources.
- e. Notice Board Update: The notice had now been repaired and erected by the post box in Clarboston Road. The only work that needed to be completed now was the cork backing to allow posters etc. to be displayed. It was agreed that the job had been well done, and it was agreed to pay the invoice from Mr Snape totalling £331.00. Proposed by David Evans and seconded by Peter.
- f. Clarboston Road Playground: Grass Cutting: only 2 companies have been prepared to quote for grass cutting and land maintenance in the playground, a third had been approached but unfortunately was unable to take on extra work at this time. After discussing both quotes it was agreed to offer the work to Peacock Landscapes at cost of £120.00 for the initial cut and maintenance, followed by a bi-weekly grass cut at a cost of £70, this equates to £630 for the remainder of growing season (October). All councillors present agreed to this proposed by Alan and seconded by Peter. It was agreed to pay the initial £120.00, after the first visit had been completed. Proposed by Alan and seconded by Peter.

5. Finance

- a. Estimated Barclays Bank Account Balance as at 20th June 2022:

Current Account: Opening Bal (Est Closing Balance last Meeting)	£5072.71
Bank Statement Closing Balance 31/05/2022	£5448.34
Difference	<u>£ 375.63</u>
Difference = Zurich Insurance Cheque not yet presented	<u>£ 375.63</u>
Therefore, Closing Balance as at 20/06/2022	<u>£5072.71</u>
Savings Account as at 20/06/2022	<u>£3114.38</u>

Signed: Alan Vaughan

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b. Financial Audit 2021/2022: The Internal Audit had been completed and the clerk shared the following with the meeting:

- i. Annual Return for the Year Ended 31/03/2022, including internal auditors report.
- ii. Bank Reconciliation for year ending 31/03/2022.
- iii. Explanations of significant variances on the accounting statements year ending 31/03/2022.
- iv. Arrangement for making payments.
- v. Cashbook 2021/2022.
- vi. Statement of Accounts for year ending 31/03/2022.
- vii. Comparison of statement of accounts 31/03/2021 to 31/03/2022.
- viii. Earmarked reserves.
- ix. Asset Register.
- x. Risk Assessment and Management year ending 31/03/2022.

There were queries raised in relation to the Internal Audit and it was agreed by all present for the Annual return to be signed by both the Chairman (Mr Alan Vaughan) and the Clerk (Samantha Philipps-Harries) and minuted.

6. Correspondence

- a. Code Of Conduct training video (emailed to all councillors) – noted.
- b. The Church in Wales – The Parish of St Mary the Virgin, Walton East – donation request towards graveyard maintenance: it was agreed to £50 to the church. Proposed by Robert and seconded by Peter.
- c. Code of Conduct power point – noted.
- d. Good Councillors Guide (emailed to all councillors) – noted.
- e. Statutory guidance relating to the Local Government Elections (Wales) Act 2021 (emailed to all councillors) – tabled.

7. Planning

- a. Manor House, Wiston: new porch, external alterations, internal reconfiguration, and improved access and turning provision (22/0130/PA) – no known objections.
- b. Y Bwthyn, Wiston: Extension and alterations – conditionally approved (22/0020/PA).
- c. Longhouse Farm, Wiston: New roof covering over existing yard areas – conditionally approved (21/0575/PA).
- d. New residential development in Clarbeston Road Street Name – Maes Y Gilbert - deriving from the tithe maps of 1844, the field was part of the neighbouring property Gilbert Park, comments regarding the proposal by Tuesday 14th June 2022 (emailed).
- e. Robert raised the issue of planning applications taking a long time to be determined. David Howlett agreed to take the issue up with the PCC planning department.
- f. Right of way in Lamborough Crescent: the gate has been replaced and padlocked, and PCC were investigating. David Howlett would chase up PCC.

8. Highways

- a. Wiston area – an entrance had appeared literally overnight close to corner lane, which had seemed inappropriate due to the location close to a bend. David Howlett agreed to enquire with PCC as there appeared to be no planning application for this work.
- b. Community Speed Watch: the local PCSO had attended a meeting last week. 10 residents attended the meeting, 6 of which have already completed the forms to be vetted. David Howlett would chase up all the other attendees that had not yet passed their information to the PCSO.
- c. Network Rail to be advised (David Howlett) of the overgrown bushes either side of the railway bridge.
- d. Overhanging trees close to Duggans Land – David Howlett agreed to report to PCC.

Signed: *Alan Vaughan*

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9. Any Other Business

- a. Additional Community Governor Position at St Aidan's School in Wiston: the new vicar Sophie Whitmarsh was suggested as a possible candidate. The clerk would email the relevant department to support the nomination.
- b. Clarbeston Road History Society enquiry: Peter advised the meeting that his family had already been contacted regarding this project as there was a connection. No new information had come to light during the conversation.
- c. Platinum Jubilee Donation Request – Marilyn had confirmed that no donation was required at this time as local sponsorship and donations had covered all costs to date.
- d. Donation request from Walton East Village for flowers and planters: a resident, Jane Lewis, in Walton East had kindly placed some filled planters along side the church and it was hoped the community council would consider donating towards the cost. It was agreed to match the donation made to the Clarbeston Road planters. Therefore, a donation of £35.00 would be made to Mrs Jane Lewis. Proposed by David Evans and seconded by Robert.

10. Next Meeting

The next meeting will be held on Monday 18th July 2022 at 20:00hrs, at the Memorial Hall, Clarbeston Road.

As there was no further business the meeting closed at 21:22 hrs.

Signed: *Alan Vaughan*

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