The monthly Ordinary Meeting of Martletwy Community Council was held on Monday 6 March 2023 at Lawrenny Village Hall.

The following were in attendance:

Councillor Victoria Evans (Chair) Clerk: Elizabeth Lesnianski

Councillor Jason Crowther, Councillor Phil Davies, Councillor Phil Eynon

Apologies received: Councillor David Cole; County Councillor Di Clements

Declarations of interest received: None

**Decisions made (by Agenda reference):**

**3. Matters Arising**

**3.d. Community Play Areas**

It was unanimously agreed the Clerk would enquire from the local authority whether it was acceptable, specifically from an insurance position, for the community council to make its own repairs to the fence at Lawrenny community play area.

**4. Planning:**

**4.a. Applications Received: No: NP/23/0062/FUL. Extension to occupancy. Chalet 3, Lawrenny Ferry, SA68 0PR**

The matter was discussed. Comments were:

1. Martletwy Community Council believe the lodges at this location should all be on the same restrictive occupancy.

Following a vote, Community Council unanimously agreed they have no objection to the application.

**6. Finance:**

**6.c. Invoices.** The following invoices were authorised for payment.

a) Wild Lakes. No. 76385283. Total: £130.90. Funds taken from Warm Spaces Grant

b) Snooty Fox. No.42. Total £231.0. Funds taken from Warm Spaces Grant

**6.d. Clerk’s Quarterly Payment**. Clerk presented quarterly report. Authorised unanimously. HMRC element also to be paid. See below for decision regarding quarterly reports.

**6.e. Quarterly Financial Report:** Clerk presented the quarterly financial report. Confirmed it would be helpful to re-align quarterly clerk payments and financial report with financial year. Clerk will be paid one month at end of March. Quarterly reports and clerk payments will then revert to in step with financial year as follows:

April to June. Reported at July meeting

July to September Reported at October meeting

October to December Reported at January meeting

January to March Reported at April meeting

Unanimously approved by the council.

**7. Audit:** Clerk reported internal audit completed. Annual Returns had been sent to Audit Wales.

**13. Date of next Meeting**: Monday 3rd April 2023. Venue to be confirmed.

The rest of the meeting comprised of matters arising and usual community council business