

CYNGOR CYMUNED MANORDEIFI COMMUNITY COUNCIL

Minutes of the meeting held on Tuesday 10th October 2023
at Newchapel Reading Room

Present: Cllrs Pamela Parsons (Chair), Lynda Williams, Aled Lewis, Suzanne Burley,
Natalie Revett
Judith Kings (Clerk)

1. To accept and approve apologies for absence

County Cllr Ward, Cllr Murphy

2. Declarations of interest on matters arising from the agenda

Lynda Williams (8b) personal and prejudicial interest.

3. Approval of Minutes of last meeting 12th September 2023

RESOLVED: to approve the minutes as an accurate record of the meeting.

4. County Councillor report

N/A

5. Matters Arising (not on the agenda)

a) Update on Millennium Garden work (Abercych)

The invoice has been received from Green Gardens for the tree work carried out at the Millennium Garden in Abercych. The work will be inspected prior to payment. Site visits have been organised for tomorrow (Wednesday 11th October) with two new gardening companies to obtain quotes for continuing the gardening work.

6. Correspondence

- a) Request from Jim Bowen to talk to the Community Council regarding the Clynyfw Community Share Offer.

RESOLVED: Not to extend an invite, as the Council did not wish to take part in the scheme.

- b) Request for donations towards the Teifi Valley Trail.

RESOLVED: Not to make a donation as the request doesn't meet the set criteria.

7. Council Matters

a) To decide on the details of the Community Council's Act of Remembrance

A volunteer has been found to do a reading. There are opportunities for other volunteers to take part. Cllr Revett is keen for children to have a way to take part.

RESOLVED: to hold an arts and craft event for families during half term, so art work can be created to put on display (to be organised by Cllr Revett). The Act of Remembrance will take place from 10.45am-11.15am approximately, with refreshments to be served afterwards (provided by Manordeifi Community Council). A donation of £30 is to be made to the Royal British Legion.

b) To consider the Community Council's involvement in the maintenance of local footpaths.

There are a number of footpaths in the area that need attention in order for them to be useable. There is also an issue with a blocked path that needs to be reported to the County Council again. The suggestion was made that way markers with the Council name on would be a good way of identifying open paths and raising the profile of the Council.

RESOLVED: Cllrs Burley and Revett will conduct a survey of footpaths during half term. The Clerk is to report the blocked footpath – Cllr Williams to provide the

location using What3words. The Clerk will research the production of branded way markers.

c) To consider the purchase of 'pick up your dog mess' signs

Dog mess is an issue in the area and signs might encourage some people to pick it up. Six signs in total will be needed to cover the Manordeifi area.

RESOLVED: Clerk to research if bilingual signs are available to purchase directly. If possible, the wording 'Sponsored by Manordeifi Community Council' should be added.

d) To adopt the following policies:

- i. Disciplinary & Grievance Policies and Procedures
- ii. Complaints Policy
- iii. Equality & Diversity Policy

RESOLVED: To approve policies

8. Planning Applications (for comment or information)

a) 23/0409/PA Proposal: Two-storey extension to dwelling

Site Address: Tair Sir, Abercych, Boncath, Pembrokeshire, SA37 0EX

Application refused

b) 23/0509/TF Proposal: Tree felling

Site address: Newchapel Crossroads, Newchapel, Boncath, Pembrokeshire, SA37 0EX

Cllr Williams informed the meeting of the planned work on trees on land owned by herself. She is seeking permission to fell dead trees and plant new trees.

RESOLVED: Not to discuss the matter as there was no information on the planning portal, therefore Cllr Williams did not need to leave the room.

9. Financial Matters

a) Bank balance at 22nd September 2023: £8,134.94. Clerk's salary and SLCC membership have been paid since the date of the bank statement. Remaining balance: £7,822.34.

b) Initial budget proposal for discussion/amendment

The RFO presented the draft budget proposal, and Councillors discussed current and future spending plans. The RFO explained that certain budget lines had overspent and money needed to be moved from underspent budgets to the overspent budgets.

The final budget proposal, including the required precept, will be brought to Council for approval at the November meeting.

10. Information sharing/matters for the next meeting

The Clerk informed the meeting that sadly, Cllr Murphy had decided to resign from the Council, so there will be a vacancy. The process for co-option will be started as soon as possible.

Carregwen have asked the Council to fund the purchase of daffodil bulbs to plant in the verges.

Some residents are upset that the dog field is still operational. This matter should be reported to planning enforcement.

D-Day commemorations will be put on the agenda for the next meeting.

The Council's application for a Force for Nature grant was unsuccessful.

Thanks have been expressed to the Council for its work on the issue of planning for the dog field.

It appears that there is a permanent resident at Stony Hill, living in a log cabin. The Clerk is to flag this up to planning enforcement, as there is no planning for a residence there.

The pot hole by the bus stop in Newchapel has still not been filled in.

A reminder was given about the 65th birthday celebrations at Abercych Village Hall on 28th October in the afternoon.

11. Date of Next Meeting

Tuesday 14th November, 2023, Abercych

**TREASURERS ACCOUNT**

MANORDEIFI COMMUNITY COUNCIL

Account summary

Balance On 23 Aug 2023	£8,821.21
Total Paid In	£0.00
Total Paid Out	£686.27
Balance On 20 Sep 2023	£8,134.94

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
23 Aug 23		STATEMENT OPENING BALANCE			8,821.21
29 Aug 23	SO	JUDITH ANNE KINGS <i>SALARY</i>		232.60 ✓	8,588.61
01 Sep 23	FPO	BOOMERANG SIGN & D 200000001191476586 6134 <i>P8</i>	<i>ROAD SIGNS</i>	180.00 ✓	8,408.61
01 Sep 23	FPO	DM PAYROLL SERVICE 500000001195388101 2973 <i>P9</i>	<i>PAYROLL</i>	60.00 ✓	8,348.61
05 Sep 23	FPO	BOOMERANG SIGN & D 300000001200679720 6153 <i>P10</i>	<i>ROAD SIGNS</i>	90.00 ✓	8,258.61
20 Sep 23	FPO	JUDITH ANNE KINGS 200000001201893137 SALARY <i>P12</i>	<i>OVERTIME</i>	104.67 ✓	8,153.94
20 Sep 23	FPO	ONE VOICE WALES 100000001202404994 <i>P11</i>	<i>TRAINING</i>	19.00 ✓	8,134.94
		MANORDEIFI 7422 309485 10 20SEP23 20:02			
20 Sep 23		STATEMENT CLOSING BALANCE	0.00	686.27	8,134.94

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:

SO - Standing Order

FPO - Faster Payment

RECEIPTS & PAYMENT LOG

			balance b/f			£6,602.05
12.4.23	Online P1	/	Clerk reimbursement: Defibrillator pads PHA 1936 s234**		£100.10	£6,501.95
12.4.23	Online P2	/	Zurich Insurance s111*		£535.34	£5,966.61
12.4.23	Online P3	/	One Voice Wales membership s143*		£101.00	£5,865.61
28.4.23	Standing Order	/	Clerk salary s112*		£232.60	£5,633.01
24.4.23	Pembrokeshire CC	/	Precept	£2,168.00		£7,801.01
28.5.23	Standing Order	/	Clerk salary s112*		£232.60	£7,568.41
19.6.23	Online P4	/	Cllr Burley Reimbursement: gift card competition prizes s137*		£25.00	£7,543.41
27.6.23	Online P5	/	Paul Sartori donation s137*		£50.00	£7,493.41
27.6.23	Online P6	/	Trefhedyn Garden Centre s144*		£317.00	£7,176.41
28.6.23	Standing Order	/	Clerk salary s112*		£232.60	£6,943.81
5.7.23	Online P7	/	Zurich Insurance s111*		£56.00	£6,887.81
28.07.23	Standing Order	/	Clerk salary s112*		£232.60	£6,655.21
21.8.23	Pembrokeshire CC	/	Precept	£2,166.00		£8,821.21
28.8.23	Standing Order	/	Clerk salary s112*		£232.60	£8,588.61
1.9.23	Online P8	/	Boomerang sign & Design RTRA 1984 s72***		£180.00	£8,408.61
1.9.23	Online P9	/	DM Payroll Services s111*		£60.00	£8,348.61
5.9.23	Online P10	/	Boomerang sign & Design RTRA 1984 s72***		£90.00	£8,258.61
20.9.23	Online P11	/	One Voice Wales training s111*		£19.00	£8,239.61
20.9.23	Online P12	/	Clerk overtime payment s112*		£104.67	£8,134.94
28.9.23	Standing Order		Clerk salary s112*		£232.60	£7,902.34
1.10.23	SLCC		Clerk's membership *s143		£80.00	£7,822.34

DRAFT BUDGET PROPOSAL 2024-25 FOR DISCUSSION/AMENDMENT

Budget headings	22-23 Actual spend	23-24 budget	23-24 projected spend	24-25 budget	
Staff Costs					
Salary	£1,800.00	£2,791.20	£2,823.87	£3,031.20	
Training		£200.00	£0.00	£100.00	
SLCC membership	£70.00	£72.00	£80.00	£82.00	
Office supplies	£17.72	£50.00	£0.00	£90.00	
Premises costs					
Abercych	£85.00	£120.00	£85.00	£100.00	
Newchapel	£75.00	£135.00	£90.00	£90.00	
Councillor costs					
Mandatory payments	£150.00	£936.00	£0.00	£936.00	
Consumables		£312.00	£0.00	£312.00	
Training	£140.00	£300.00	£57.00	£150.00	
Services					
Audit	£200.00	£300.00	£300.00	£300.00	
Payroll	£120.00	£150.00	£120.00	£150.00	
Insurance	£482.07	£500.00	£591.34	£600.00	
Election costs	£225.00			[from reserves]	
One Voice Wales	£46.50		£101.00	£120.00	
Community Services					
Flower displays	£123.00	£150.00	£317.00	£320.00	
Defib costs	£127.90	£100.00	£160.10	£160.00	
Grounds maintenance	£0.00	£500.00	£552.00	£500.00	
Community projects			£270.00	£250.00	
Donations/grants					
Section 137	£30.00	£400.00	£125.00	£150.00	
Other		£100.00			
TOTAL	£3,692.19	£7,116.20	£5,672.31	£7,441.20	
Projected end of year balance			Precept demand		
b/f	£6,602.05		budgeted		
plus income	£6,570.43		expenditure	£7,441.20	
	£13,172.48				
minus projected spend	£5,672.31				
	£7,500.17	Oct 23	Earmarked reserves		£3,000.00
minus reserves	£4,000.00		General reserves		£1,000.00
end of year balance	£3,500.17				