

CYNGOR CYMUNED MANORDEIFI COMMUNITY COUNCIL

Minutes of the meeting held on Tuesday 14th November 2023
at Newchapel Reading Room

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

1. To accept and approve apologies for absence

None

2. Declarations of interest on matters arising from the agenda

None

3. Approval of Minutes of last meeting 10th October 2023

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

4. County Councillor report

County Cllr Ward has asked for the drains in the Manordeifi area to be inspected following the recent rainfall. Some traffic signs have gone missing so this is being addressed.

5. Matters Arising (not on the agenda)

a) Update on footpath survey and waymarkers

Cllr Revett talked Councillors through the suggested routes for walks in the area. There are still a few paths to be surveyed. One path has been moved so this needs to be checked. Cllr Revett to liaise with the County Council Rights of Way Officers.

b) To note that the dog field has now ceased operating

Noted.

6. Correspondence

a) Information on the national pay award – to approve the increase in pay

Resolved: To approve the pay award which will be activated in April 2024

b) Air Ambulance donation appeal letter

Resolved: To donate £100

7. Council Matters

a) To consider Manordeifi's response to the Review of Communities being undertaken by the Boundary Commission

Manordeifi Community Council has an equal representation of Welsh and English speakers amongst the Councillors, which represents the residential demographics of the area. The Council aims to be as inclusive as it can and conducts its meetings in English to maximise accessibility for both Councillors and residents. This has ensured that Manordeifi not only has a robust democratic health, but also a very high engagement level from our residents.

The Council noted that the Manordeifi area has a unique nature, comprising farms and villages, that does not lend itself to being merged with neighbouring communities.

Manordeifi Council respects the choice of nearby community councils to hold their meetings through the medium of Welsh, which represents the needs of their residents, but believes that to maintain the democratic health, residential needs and

high engagement levels of Manordeifi Community Council, it is unsuitable for merger at this time.

Resolved: to respond to the Boundary Commission outlining the Council's view that it is not suitable for merging, emphasising the Council's dedication to an inclusive and highly accessible Community Council for all.

- b) **To select the gardening company to undertake the clearance work in the Millennium Garden and to approve payment once work is completed**

Resolved: To appoint Groundsure to clear the garden and make payment upon satisfactory completion.

- c) **To agree the design and purchase of 'pick up your dog poo' signs**

Resolved: to purchase 12 signs without fixing holes at a cost of £5.70 each.

- d) **To consider the purchase and siting of salt bins**

Resolved: to purchase one bin from Pembrokeshire County Council, at a cost of £175 + VAT, for Abercych. Siting is to be arranged following a check by Cllr Burley.

- e) **To approve the co-option application form**

Resolved: to approve the form. Councillors to approach residents in Carregwen to encourage applications.

- f) **To approve the purchase of daffodil bulbs for Carregwen**

Resolved: to approve the purchase and reimburse Cllr Parsons £50 as per the receipt. Councillors to arrange to plant them.

- g) **To consider Manordeifi's involvement in the D-Day commemorations in 2024**

Resolved: to defer until the next meeting.

- h) **To approve the updated Financial Regulations**

Resolved: to approve the financial regulations.

8. Planning Applications (for comment or information)

None

9. Financial Matters

- a) **Bank balance** at 23rd October 2023: £7,270.34. The clerk's salary has been paid since the date of the bank statement. Remaining balance: £7,037.74.

- b) **To approve the expenditure on craft items and refreshments for the Act of Remembrance**

Resolved: to approve payment of £16.41 to Cllr Revett.

- c) **To approve the budget for 2024-25**

Resolved: to approve the budget, using any remaining funds at the end of the 2023-24 year to offset the shortfall in the precept.

- d) **To approve the precept for 2024-25**

Resolved: to keep the precept at £6,500, recognising that money will need to be managed carefully to avoid overspends.

10. Information sharing/matters for the next meeting

Cllr Burley informed the Council that there are a number of residents in the area who are feeling isolated. Cllr Burley is considering initiating a rural walking club to combat the isolation. Also, some people will be alone on Christmas Day. These points were acknowledged by the Council.

During early December, County Cllr Ward will be raising money for DPJ (mental health charity) & the firefighters' charity. A group will be coming round with Santa's sleigh at about

6.00 pm, including a visit to Newchapel.

Cllr Burley informed the meeting that the proposed cladding due to be put onto the cabin in the field at the end of her road has not been done yet.

11. Date of Next Meeting

Tuesday 9th January 2024, Abercych



TREASURERS ACCOUNT

MANORDEIFI COMMUNITY COUNCIL

Account summary

Balance On 22 Sep 2023	£8,134.94
Total Paid In	£0.00
Total Paid Out	£864.60
Balance On 23 Oct 2023	£7,270.34

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
22 Sep 23		STATEMENT OPENING BALANCE			8,134.94
28 Sep 23	SO	JUDITH ANNE KINGS <i>SALARY</i>		232.60 ✓	7,902.34
02 Oct 23	FPO	SOCIETY OF LOCAL C 100000001208821474 J KINGS 1006285 608301 10 01OCT23 08:29	<i>SLCC MEMBERSHIP</i>	80.00 ✓	7,822.34
23 Oct 23	FPO	GREEN GARDENS AND 200000001220551287 0036541 309897 10 22OCT23 14:11	<i>MILLENNIUM GARDEN</i>	552.00 ✓	7,270.34
23 Oct 23		STATEMENT CLOSING BALANCE	0.00	864.60	7,270.34

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

PLJ00FZ3100000

M32DA002748 D32DA002748

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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	/	Clir 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 SLCC membership s143*		£80.00	£7,822.34
22.10.23	Green Gardens	/	Maintenance of Millennium Garden OSA s10 ****		£552.00	£7,270.34
30.10.23	Standing Order	/	Clerk salary s112*		£232.60	£7,037.74

Budget headings	22-23 Actual spend	23-24 budget	23-24 projected spend	Variance	24-25 budget
Staff Costs					
Salary	£1,800.00	£2,791.20	£2,895.87	-£104.67	£3,031.20
Training		£200.00	£0.00	£200.00	£100.00
SLCC membership	£70.00	£72.00	£80.00	-£8.00	£82.00
Office supplies	£17.72	£50.00	£6.00	£44.00	£90.00
Premises costs					
Abercych	£85.00	£120.00	£93.50	£26.50	£100.00
Newchapel	£75.00	£135.00	£90.00	£45.00	£90.00
Councillor costs					
Mandatory payments	£150.00	£936.00	£0.00	£936.00	£936.00
Consumables		£312.00	£0.00	£312.00	£312.00
Training	£140.00	£300.00	£57.00	£243.00	£150.00
				£1,491.00	
Services					
Audit	£200.00	£300.00	£300.00		£300.00
Payroll	£120.00	£150.00	£120.00	£30.00	£150.00
Insurance	£482.07	£500.00	£591.34	-£91.34	£620.00
Election costs	£225.00			[from earmarked reserves]	
One Voice Wales	£46.50		£101.00	-£101.00	£120.00
Community Services					
Flower displays	£123.00	£150.00	£317.00	-£167.00	£320.00
Defib costs	£127.90	£100.00	£160.10	-£60.10	£160.00
Grounds maintenance	£0.00	£500.00	£1,000.00	-£500.00	£1,000.00
Community projects			£555.00	-£555.00	£250.00
				-£1,282.10	
Donations/grants					
Section 137	£30.00	£400.00	£105.00	£295.00	£150.00
Other		£100.00			
TOTAL	£3,692.19	£7,116.20	£6,471.81		£7,961.20
Projected end of year balance			Precept demand		£6,500.00
b/f	£6,602.05		budgeted expenditure		£7,961.20
plus income	£6,570.43			shortfall:	-£1,461.20
	£13,172.48				
minus projected spend	£6,471.81				
	£6,700.67		Earmarked reserves		£3,000.00
minus reserves	£4,000.00		General reserves		£1,000.00
end of year balance	£2,700.67				
[end of year balance to offset precept overspend 2024-25]					