

EAST WILLIAMSTON COMMUNITY COUNCIL

Clerk: Mrs Jane Clark-Davies, 'Cobwebs' 38 Kiln Road, Johnston, Haverfordwest, SA62 3PF

Tel: 01437 621850 or 07980 303996 E-mail: eastwilliamstoncc@gmail.com

1st February 2024

Dear Councillor

You are hereby summoned to attend an Ordinary meeting of Council to be held at the East Williamston Community Hall on Thursday 8th February 2024 at 7.00pm. **If you wish to join the meeting remotely, please contact me.**

Yours faithfully

Jane Clark-Davies

Jane Clark-Davies

A G E N D A

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. To confirm and sign the minutes of the Council meeting held on 11th January 2024.
4. Matters arising from the Minutes of the meeting of 11th January 2024.
5. Public participation in meeting (limited to 15 mins).
6. Planning Applications: a) **23/0822/PA: Domestic garages at Cottage 3, Hanbury Lodge, Broadmoor, Kilgetty, SA68 0RH**
7. Financial matters –
 - a) Bank balances as of 31st January 2024
 - b) Update on accounts to 31st January 2024
8. Accounts for Payment: –
 - a) Mrs J Clark – February salary £289.60
 - b) PAYE for February £72.40
 - c) Google monthly subscription £1.59
 - d) Cllr D McIntosh reimb for purchase of spares for machinery. £15.90
9. To carry out Risk Assessment for 2023-24.
10. To carry out Internal Audit for 2023-24.
11. To appoint Internal Auditor for 2023-24.
12. Update on play areas and Inspection reports for January.
13. To consider quote for repair/replacement of high-risk items at Pentlepoir play area.
14. Correspondence received:
 - a) DPOCC – invitation to St David's Day conference on 1st March 2024.
 - b) Audit Wales – Fees and charges for 2024-25.
 - c) OVW – draft minutes of Pembs Area Committee meeting.
 - d) OVW – Use of IT, websites and social media training.
 - e) Older People's Commission for Wales – report on digital exclusion in Wales.
 - f) OVW – Bug Life Cymru – New resources.
 - g) Local Democracy & Boundary Commission for Wales – acknowledgement of response.
15. To receive report of County Councillor Jacob Williams.
16. To receive items of business submitted by Councillors.
17. Date of next meeting.