

# WISTON COMMUNITY COUNCIL

Minutes for the Community Council held on Monday 19<sup>th</sup> June 2017 in the Memorial Hall, Clarbeston Road at 20:00hrs.

## Present:

Phil Davies (Chairman)	Yvette Bevan
Peter Lewis	Thomas Bevan
Robert Voyle	David Howlett (County Councillor)

### **1. Chairman's Remarks**

The chairman welcomed everyone to the meeting.

### **2. Apologies for Absence**

Apologies for absence were received from Rhys James, Alan Vaughan and Marilyn Bevan.

### **3. Confirmation of Minutes of the Last Meeting**

Minutes of the meeting held on 15<sup>th</sup> May 2017 were read and confirmed as a true record. Proposed by Peter Lewis and seconded by Yvette Bevan.

### **4. Matters Arising There From**

(4(9a)) Parking issues along the Railway in Clarbeston Road – David Howlett had received an email from Network Rail confirming they had received his correspondence, but nothing else to date.

(4(9b)) Residents were still concerned over the structure of the speed bumps outside the school in Wiston. David Howlett had reported their concerns to the Highway Department in Pembrokeshire County Council (PCC), but to date no site visit had been arranged.

(4(9g)) The missing right turn at Newbridge Nurseries, had now been reported to PCC.

(9c) David Howlett has been in with British Telecom (BT) – and they have confirmed they are still responsible for the telephone kiosk outside the church in Wiston. The kiosk is still in working order and they would look at the maintenance that needed to be actioned.

### **5. Finance**

a. Audit for 2016/17 – the year end audit had been returned from the internal auditor Llewelyn Davies, with no issues highlighted. The Responsible Financial Officer (RFO) therefore presented the Annual Return for the Year Ended to 31 March 2017 to the meeting, this included: -

- i.** Annual Return for the Year Ended 31 March 2017, including the Accounting Statements for Wiston Ward Community Council and Annual Internal Audit Report
- ii.** Accounts for year ending 31 March 2017
- iii.** Bank Reconciliation year ending 31 March 2017
- iv.** Income and Expenditure year ending 31 March 2017
- v.** Statement of Accounts for the year ending 31 March 2017
- vi.** Comparison of Statement of Accounts for the years ending 31 March 2016 and 2017
- vii.** Budget Comparison 2016/17 to actual spend 2016/17
- viii.** Forecast of Income and Expenditure for year ending 31 March 2018
- ix.** Asset Register for year ending 31 March 2017
- x.** Risk Assessment and Management (Financial) for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017

It was agreed by the councillors present the Chairman and RFO sign the return.

b. Bank Statement Balance – No change as no transactions on the account:

Community Account Balance as at 31<sup>st</sup> May 2017 = £5373.72

Business Reserve Saver Account as at 31<sup>st</sup> May 2017 = £3098.60

## 6. Correspondence

- a. Pembrokeshire Association of Local Councils (PALC) Annual Subscription (2017/18) request - £58.00 – it was agreed by all present to renew the subscription.
- b. Pembrokeshire Coast National Park Local Development Plan (Replacement Preferred Strategy) – tabled.
- c. St Aidan's Church in Wales VA School, Wiston – Statutory Notice that the age range of the pupils it can admit is amended from 4-11 years to 3-11 years in order to effect the admission of nursery pupils – noted.
- d. Citizens Advice Bureau, Haverfordwest – Donation Request – it was agreed by all present to donate £30.00.

## 7. Planning

- a. Proposed loft conversion insertion of dormer window, Orchard End, 1 Longhouse Gardens, Wiston – 17/0112/PA – no objections.
- b. Non-Material Amendment to permission 14/0608/PA – (replacement dwelling), alteration to external appearance – Cucumber Hill, Clarbeston Road – unconditionally approved - 17/0076/NM.
- c. Agricultural Building (cattle shed) – West Dairy Wiston– conditionally approved – 17/0036/PA.
- d. Change of use of existing redundant Chapel to a recording studio – Former Carmel Baptist Chapel, Clarbeston – Permission Granted – 17/0014/PA.

## 8. Received After Posting

No items were received after posting.

## 9. Any Other Business

- a. Playground, Clarbeston Road – renewal of fence quotation from S G R Fencing had been received quoting £2112.00 including VAT. As this was a considerable increase on the original verbal quote given, it was agreed by all present to chase other contractors in the area to quote for the work. It was agreed that the clerk would contact Darrell Lewis of DJM Services, Anthony James and David Rees Fencing Contractor. Once all the quotes were received a decision would be made. They would be quoting to replace the fence like for like and remove and dispose of the old fence.
- b. Peter Lewis asked David Howlett to confirm what road surface would be used from Cumberland Cottage to Clarbeston Road. David Howlett understood that after the patching had been completed the road surface would tar and chippings.
- c. Thomas Bevan felt that the flooding in Walton East may be because of a drain/ditch on the boundary of North East Cottage between their front gate and main gate entrance. As the area always appeared to be wet whatever the weather?
- d. Robert Voyle felt the trees/bushes along the path from the Railway Bridge (Clarbeston Road) to Lamborough Crescent needed to cut back – David Howlett agreed to get in touch with Network Rail as this was their responsibility. The bridge on the Deepford to Wiston Road needed to be investigated as it appeared to be sinking.
- e. David Howlett advised he arranged a training session with the Community Speed Watch team (Terri Harrison - Police), which would allow members of the community to monitor speeding in the area. It was necessary for there to be teams of three adults, who would be trained in the use of the equipment. Although prosecution was not possible with the scheme, warning letters would be sent out to offending motorists. The training had been arranged for 11<sup>th</sup> July 2017 at the Memorial Hall, Clarbeston Road and anyone interested in attending should contact David.
- f. Yvette Bevan had nothing to report.
- g. Phil Davies had nothing to report.

**10. Next Meeting**

The next meeting would be held on Monday 17<sup>th</sup> July 2017 at 20:00hrs, at the Memorial Hall Clarboston Road.

As there was no further business the meeting closed at 21:30hrs.

Signed \_\_\_\_\_ Dated 17<sup>th</sup> July 2017

Chairman to Wiston Community Council

Signed \_\_\_\_\_ Dated 17<sup>th</sup> July 2017

Clerk to Wiston Community Council

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