

# MAY 2018

## Manordeifi Community Council

### AGM

Minutes of the Annual General Meeting held at Abercych Village Hall on Monday the 8th of May 2018 at 7.45p.m

### PRESENT

Cllrs - Cllr Caroline Davies (Acting Chairman), Cllr Aled Lewis, Cllr Liz Hall, Cllr Margery Sullivan, and County Cllr John Davies (Deputy Clerk).

1. Apologies for Absence - Cllr Alan Wilson, Cllr Alan Ford
2. Elect Chairman for 18/19 – It was unanimously approved to elect Cllr Alan Ford.
3. Elect Vice Chairman for 18/19 - It was unanimously approved to elect Cllr Caroline Davies.
4. Elect External Financial Auditor and Risk Assessor for 18/19 - It was unanimously approved to elect Mrs Helen Evans from Eglwysrwrw .
5. Elect proper Financial officer for 18/19 - It was unanimously approved to re-elect the Clerk.
6. Receive financial balance sheet, explanatory notes and risk assessment for 1/4/17 to 31/03/18 – It was unanimously approved as presented along with the Statement of Annual Governance and a positive Internal Audit process.
7. Annual Business –
  - a. Clerk's service charge – It was agreed by the members to maintain the clerk's salary of £1,200 plus £300 fixed costs, payable in September and January. It was further noted the employment of the clerk was on a PAYE basis.
  - b. Cheque signatories – It was agreed to maintain Cllr Wilson, Cllr Ford and Cllr Hall.
  - c. Appoint accountable member and review GDPR policy – It was agreed to appoint Cllr Hall as GDPR compliance officer. It was further agreed to provide a public notice of GDPR compliance on the web site.
  - d. Fidelity Guarantee Insurance – It was agreed not to acquire the foregoing as the cost was disproportionate to the risk.
  - e. Review of Welsh Language Scheme – was reviewed and noted.
  - f. Review of Freedom of Information Act Scheme - was reviewed and noted. It was further reported that no requests had been made during the year under the FOI scheme.
  - g. Communication and e information strategy – The members noted the established arrangements given the council now publish all its minutes on the Pembrokeshire Web site for Town and Community Councils.

There was no further annual business and the AGM was declared closed at 8.20pm.

# MAY 2018

Minutes of the meeting held at Abercych Village Hall on Monday the 8th of May 2018 at 8.25pm

*At the outset of the meeting members expressed their best wishes to Cllr Alan Wilson who was currently in hospital receiving orthopaedic surgery.*

*Members also wished to congratulate County Cllr John Davies on having been honoured by the Royal National Eisteddfod of Wales on being appointed to the Gorsedd of Bards.*

## 1. PRESENT

Cllrs - Cllr Caroline Davies (Acting Chairman), Cllr Aled Lewis, Cllr Liz Hall, Cllr Margery Sullivan, and County Cllr John Davies (Deputy Clerk).

## 2. APOLOGIES

Cllr Alan Wilson, Cllr Alan Ford.

## 3. Minutes of the monthly meetings held on the 10<sup>th</sup> April 2018

After circulation of the minutes, they were signed by the Chairman as a correct record. It was a unanimous decision proposed by Cllr Margery Sullivan and seconded by Cllr Aled Lewis.

## Matters arising from the minutes of the last meeting.

4. Annual Dinner - May the 5<sup>th</sup> - Members reflected on a very successful annual dinner and noted the expenditure of £139.55 with £48 of the sum to be reimbursed by Cllr Ford due to their unforeseen absence.

5. It was reported that four hanging baskets and bedding plants had been ordered from Penrallt Nurseries for collection in June. Flowers for the flower beds would also be collected at the same time. It was agreed to pay Mr Richard Wilson for planting the flowers .

6. Annual Maintenance of Millennium Garden – It was noted that Clynyfw / Kinora were happy to take on the contract for £250 from April to end of September. However it was noted that to-date no cutting had taken place. Clerk to follow the matter up with Mr Jim Bowen. Members were requested to monitor the maintenance of the garden.

7. It was decided not to proceed with the hard standing and car parking area on the Cilgwyn No Through Road due to the scale of the project.

## Correspondence

8. Consultation by Hywel Dda Health Board on Hospital Services for West Wales was received. It was decided that each member would respond as individuals.

## Financial Matter

9. Balance as of 08/05/18 net of all outstanding cheques – Treasures Acc £1,908.27p inc £1,834.00 first precept for 2017/18 – was seen and noted.

10. Annual Audit date 18/06/18 – Statement of Annual Governance and Internal Audit report. The statement of assurance was considered and agreed by all present along with the content of the annual return and internal audit report. There were no actions to consider.

11. Revised Annual Insurance charges reduced from £505.87p to £460.88 as part of a three year. It was agreed to pay the lower sum as part of a three year agreement.

## Any other business

12. Fly tipping of Orange bags at the bottom of Old School Lane Abercych was highlighted by Cllr Sullivan. Clerk to action their removal.

## Date and venue of next meeting

13. Tuesday 12<sup>th</sup> June 2018 at Newchapel Reading Room at 7.45pm.

The meeting closed at 8.55pm.

MAY 2018