**Minutes from Uzmaston, Boulston and Slebech Community Council**

**The Rhos Hall**

**Thursday 14th June 2018**

**Present:**

Councillors: B Thomas, S Green, H Thomas, S Evans, R Hancock

Also in attendance: Clerk, Cllr D Clements

1. **Chairperson’s Welcome**

The Chairperson welcomed all the meeting.

1. **Apologies for Absence**

Apologies received from D Campbell, M Williams and L Screen

1. **Declaration of Members’ Interests**

There were no declarations of interest for the meeting.

1. **The Minutes**

Minutes from 10th May 2018 were read, amended and agreed.

1. **Matters Arising**

Unfortunately Jim Dunckley was unable to attend this meeting, but has confirmed for the next meeting. He will attend with another officer from the properties department. In addition to the email sent out, the council felt there was more evidence, possibly from May 2015. The Clerk was requested to look at the minutes and, if appropriate, send to all.

Cllr D Clements has contacted Pembrokeshire County Council to request the bins at The Frolic are emptied daily (as previously agreed). She is waiting for a response.

Incidents of fly tipping are being observed in the community council area. Cllr D Clements has raised this with both Head of Environment in Pembrokeshire County Council and the Police. In addition she has asked whether CCTV evidence can be used to convict, and whether there are implications of a community council installing cameras. H Thomas suggested erecting a warning sign. It has been requested that any incidents are reported as it may increase police presence.

Cllr Clements reminded the council to look at the second home grant, and will bring application forms for the next meeting.

The members discussed the verges on certain bends and junctions within the area. Cllr D Clements agreed to request Pembrokeshire County Council trim corners and junctions to increase visibility.

1. **Planning**

18/0145/PA – No concerns or objections.

The Clerk confirmed she is now receiving a weekly bulletin from PCNPA which will highlight any applications in a more timely manner.

1. **Reports for decisions**

The standing order, financial regulations and risk register were reviewed and agreed. The Clerk was requested to send the final copy out to all by email.

The Community Council requested the Clerk add a GDPR regulations sentence onto the risk register.

In light of recommendation the Council have requested Nicola Owen to be approached to set up a PAYE system (starting from July 2018) to pay the clerk, and request an invoice for work carried out.

1. **Reports to note**

None presented.

1. **Audits and accounts**

The internal audit preliminary report picked up an irregular payment made by the previous Clerk. A payment was made in error from the Community Council and refunded without going through the council. As a result the members requested the account must have a minimum of two signatories. Currently D Campbell and S Green are on the account, the Clerk has been added (to allow access to account information), and at the meeting B Thomas, R Hancock and S Evans agreed to be added. The mandate form has been completed and the members will take their identification to HSBC.

In March 2018 D Campbell repaid £20.67 to the Community Council. This was because the final order value came to less than expected.

In addition the members retrospectively approved the following transactions:

Precept receipt from 24/8/17 for £1217

Paul Sartori donation from 23/5/17 for £15

SLCC Membership from 6/6/17 for £60.

1. **Accounts for payment**

£450 to Clerk for Aril, May and June salary.

£61.50 to Clerk for stationery items.

£216.00 to SHM Electrical Services for the installation of the defibrillator.

£24.39 to Pembrokeshire County Council for The Frolic sign.

1. **Date of next meeting**

The next meeting is to be held on Thursday 12th July in Uzmaston Hall 7.30pm.

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| Meeting closed 8.40pm. |  |  |  |  |
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