**PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held on Wednesday 25th September 2019 at Puncheston School which commenced at 7.30 pm.

Present: Mrs. Alison Evans, Mrs. Susan Collins, Messrs. Dewi Lewis, Wyn Williams, Cllr Bob Kilmister and Mrs. Eirian Forrest, Clerk.

1. Apologies: Mrs. Anne Thomas
2. Minutes of the Last Meeting (31.07.2019)

Copies of the minutes of the last meeting had been distributed to members. The minutes were agreed as being a true record and were signed.

1. Matters arising from the minutes
2. Tennis Court – since the last meeting Amanda Lawrence has decided to apply for a grant to convert the tennis court into a Multi-Use Games Area (MUGA) to be used by the pupils of the Ysgol Casmael, and available to the community after school hours. The Community Council has sent a letter of support. It has been noted that some weeding and clearance had taken place.
3. Commemorative mosaics – Two invoices have been received for the two plinths to display the mosaics in Puncheston and Little Newcastle. There is another invoice yet to be received. The two invoices received total £666 is more than anticipated, so it was agreed to ask Amanda Lawrence if there was any grant funding money available to contribute towards this amount.
4. Burial Board – The notice has been translated by Susan. The notices have been sent alongside a response to Delme’s query regarding funding. The Clerk had received a circular from NALC regarding finance assistance to the Church and had queried it further with One Voice Wales. The response was read out.
5. Notice boards – The notice board in Little Newcastle will not open since it has been stained.
6. Sunken area has been done, however the recent rainfall has made this area muddy.
7. Hedge and verge trimming all complete.
8. The road to Glanhelyg has been done.
9. Highway matters

Nothing to report.

1. Planning

19/0332/PA – Bethel Chapel application has been approved.

1. Peter Lilley resignation – Casual Vacancy

Peter’s resignation was read out and members were sorry to see him move out of the area and wished him well. A Casual Vacancy Notice will be displayed in the notice boards.

1. Speeding & road safety issues

The Clerk read out a response she had received from Dyfed Powys Police – a covert survey over a 30 minute period during a weekday has been carried out. The survey revealed that the speeds detected pointed towards an overwhelming compliance of the limit in place. At this point GO SAFE will not carry out enforcement at this location.

Bob read out a response from Darren Thomas, PCC outlining possible traffic calming options to consider. Some of the options to consider are; a virtual colored footpath surface, Welcome Gateway, signage and road markings. The virtual footpath may not work because some residents park their cars on the roadside. The options are subject to support from residents and funding. Bob will prepare a letter and send to residents who are affected to gauge the level of support before discussing any further.

Dog Fouling Complaint

 Remove from agenda.

1. Audit Report & Audit fee for 2017/2018

 Grant Thornton awarded the Council with an unqualified audit report. This means they

 consider we have robust systems in place to ensure reliable Governance and

 Accountability and financial stability. There were a few minor points which do not affect

 the audit opinion but should be addressed by the Council**.**

**Annual Governance Statement (Part 2) – Assertion 1 & 2**

The council has answered Yes to Box 1 on the Annual Governance Statement (Part 2) in relation to adopting financial regulations and standing orders. The Council has also answered ‘N/A’ to Box 2 in relation to following financial regulations and standing orders for all relevant transactions. However, the Council only adopted financial regulations and standing orders after year end. Therefore, for the Annual Return 2018/2019 Box 1 and Box 2 should read ‘No’.

**Risk Assessment**

The Internal Auditor ticked ‘N/A’ to Box 5 on the Annual Internal Auditor Report. However, the Council has provided a risk assessment.

**Audit Fee** - An Invoice for 2017/2018 received -£182.00. It was proposed by Alison, seconded by Dewi to pay this invoice.

1. Correspondence
2. PCNPA Management Plan 2020 – 2024 consultation – noted.
3. Clerks & Councils direct – circulated.
4. PCC Precept remittance.
5. Email from Victoria Jones, Welsh Ambulance Service – she had checked the defibrillator and found a new battery was needed, and wanted a contact number to contact. The Clerk had sent her the details. The Clerk was asked to contact Victoria to try and arrange training.

 11. Other matters

1. Thank you from Dewi for his card and gift for his birthday.
2. One of the play equipment in the play area has rusted and the Recreation Committee has decided to remove this piece of equipment and replace it with a wooden ones.

The meeting finished at 8.55 pm

Date of the next meeting was agreed as Wednesday 23rd October 2019 at 7.30 pm at Puncheston School.