**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

Daneleigh, Castle Rise, Spittal, SA62 5QW

Email: [clerkspittal.cc@aol.co.uk](mailto:clerkspittal.cc@aol.co.uk)

**Minutes of the meeting of the Community Council held on Tuesday 1st October 2019**

**Minutes No 361**

1. **Present:**

Councillors: D Williams, E Whitby, W Oriel, R Elston, A Jones

Clerk & Treasurer: C Williams

1. **Apologies:**

Apologies were received from Rev Rees and Cllr D Howlett

1. **Minutes of the previous meeting**

* The minutes of the meeting (No 360) held on 3rd September 2019 were read, approved and signed as a true record by D Williams (Chairperson).

1. **Matters Arising**

* The grant application was submitted on 7th September 2019. There were 2 queries which were as follows – (a) the estimated exceeded the amount of the grant – this was corrected and (b) the legal named person to be the clerk and not the chair – this was also corrected. There is no further action to be taken.
* PCC – 2minuteStreetclean. Since the last meeting it had been decided to postpone this stand for the following reasons – (a) Spittal Community Forum intend to increase their litter picks from 2 to 3 and (b) it was likely that the responsibility for the stand would fall on Spittal Playgroup and this was not a feasible option, other alternatives were considered too onerous.
* Standing Orders – agenda item
* Financial Regulations – agenda item
* Hedge cutting – no response received to date.

1. **Correspondence**

**Emails:**

* Able Community Care – door stickers ‘Do Not Knock’ are available for vulnerable members of the community. It was agreed to place an order. Clerk to arrange.
* Play Wales – Playful Communities Guide received. It was agreed to forward to all. Clerk to arrange.
* Household Enquiry Forms (HEF) – a response rate for this area so far was 69.78% (highest 76.62% - lowest 45.21%). This letter had been forwarded to the community Facebook page for information.
* Pembrokeshire Coast National Park – draft consultation 2020-2024 available.
* Play Wales magazine received.
* Police & Crime Commissioner – invitation to attend a presentation on 8th October. No-one available to attend at this time. Clerk to inform.
* Citizens Advice Bureau – invitation to attend 80th birthday party on 22nd November. No-one available to attend at this time. Clerk to inform.
* Wester Power Distribution – documentation for Christmas lighting. Clerk to respond.
* Rees & Hayden – PAYE documents received (see Finance).

1. **Finance**

* Clerk Salary claim for £546.00 was agreed and cheque for £436.80 was issued.
* PAYE – cheque for tax £109.20 in respect of clerk salary claim was issued.
* Budget – no change from September meeting – balance £3232.38.
* Income & Expenditure – no change from September meeting.
* Standing Orders – draft suggestions were discussed and it was agreed that a draft document would be circulated prior to the next meeting.
* Financial Regulations – as above.

1. **Planning**

* Nothing to date.

1. **Appeals**

* Noting to date.

1. **Any Other Business**

* A member of the community had commented that the new recycling system was confusing. It was agreed to explore the option of holding a briefing session in Spittal Church Hall. Clerk to take advice from Cllr Howlett.
* Dip in the road outside Swallow Barn is getting bigger. This has been an on-going issue for at least two years. It was agreed that clerk was inform Cllr Howlett who had reported this in the past.
* The road entrance to Spittal School – potholes. Cllr Howlett is looking into this from a previous meeting.
* Drains – Cllr Howlett had emailed to remind the meeting that this had been reported but so far some outstanding work had not been reached.
* A gateway had been created in the hedge opposite Greenway. It was agreed to take advice from PCC.
* Spittal School PFA intend to site a clothes bin outside school. No objections were raised.

1. **Date of next meeting** – 5th November 2019

Signed……………………………………………………………………………………………………………Date…………………………