**Cyngor Cymuned Spittal/Spittal Community Council**

**Clerk & Treasurer**

Christine Williams

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**Minutes of the meeting of the Community Council held on Tuesday 23rd June 2020**

**Minutes No 367**

This meeting of Spittal Community Council took place outdoors in the playground of Spittal School and according to social distancing regulations.

1. **Present:**

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

Clerk & Treasurer: C Williams

1. **Apologies:**

Cllr David Howlett

1. **Minutes of the previous meeting:**

* The minutes of the meeting (No 366) held on 3rd March 2020 were read, approved and agreed by the meeting. They were signed by D Williams, Chairperson at that meeting.

1. **Matters Arising**

All matters arising from the meeting on 3rd March 2020 were reported and recorded in the briefing papers for April, May and June 2020. No formal meetings had taken place since March due to the Covid-19 lockdown. In order to keep Community Councillors informed of business and in touch with local community matters, it was agreed that information in the form of briefing papers would be issued until meetings could resume. As a result, the following briefing papers were presented at the meeting, read, agreed and signed as a true record -

* The briefing paper for April was signed by D Williams, Chairperson at that time.
* The briefing papers for May and June were signed by R Elston, Chairperson for those dates.

All further matters, other than those discussed and recorded at this meeting (No 367), will be included in the briefing paper for July 2020.

1. **Formal ratification of Chair and Vice Chair**

As recorded in the June 2020 Briefing Paper the following nominations were received –

**Chairperson** – Mrs Rachel Elston was proposed by Mrs Edith Whitby and seconded by Rev David Rees. This was unanimously approved by the meeting.

**Vice Chairperson** – Mr Andrew Jones was proposed by Mr David Williams and seconded by Mrs Wendy Oriel. This was unanimously approved by the meeting.

Mrs Elston thanked Mr David Williams for his hard work during his year of office.

1. **Finance**

* The Annual Accounts for 2019-20 were presented to the meeting and discussed. The budget for 2019-20 showing actual and predicted income and expenditure was reviewed. There was no unexpected expenditure reported during the financial year. The accounts showed the following –

A transfer of £250 had taken place into the NS&I Account as a final payment towards possible future election costs (as agreed in the previous year). A successful National Lottery bid resulted in a grant payment of £10,000 towards repair work on the village green. A higher than expected payment to the Wales Audit Office had been discussed previously and comments made concerning this cost to the Community Council. The NS&I Investment Account showed a balance of £2496.36 which provides an adequate safety net. It is envisaged that the balance in the current account will be considerably reduced in the financial year 2020-21 if the proposed work is carried out during that time.

* Insurance – 2 quotes were received. The cheaper one from BHIB was accepted and a cheque for £174.66 was paid prior to this meeting. This action was approved by the meeting.
* Lloyds Bank Statement to 18th May 2020 received. Balance of £13,307.97.
* Annual Audit – the Accounting Statements 2019-20 were presented to the meeting and discussed. The internal audit had taken place in accordance with the previously agreed instructions of the Community Council and the relevant paperwork completed and signed. The Clerk informed the Community Council that the transfer of £250 into the NS&I Investment Account had not been correctly recorded in the previous accounts but were now correct. This accounted for a large % variance in Line 3 of the Statement of Income and Expenditure/Receipts and Payments. An explanation by the Clerk has been provided for the auditor.
* Price & Son – a cheque was approved to cover the cost of work provided - £426.00.

1. **A.O.B.**

* The meeting was informed that a new pole for a camera had been erected at the corner of Wesley Way. To monitor traffic possibly? No information had been received from PCC to date. Clerk to query.
* Spittal School had requested permission for Year 6 pupils to decorate the bus shelter as their leaving project – this was approved.
* Possible subsidence was reported at Spittal Cross which was blocking drains. Clerk to forward.
* It was agreed to accept a briefing paper for July’s business. The next meeting to be in September 2020 subject to lockdown conditions being lifted.

1. **Date of next meeting – 2nd September 2020**

Signed…………………………………………………………………………………………………………………………………………….

Date……………………………………………………………………………………………………………………………………………….