**Wolfscastle Community Council**

A Meeting of the Wolfscastle Community Council was held by means of a Telephone Conference Call, on Tuesday, 12th January 2021 at 8:00p.m.

**Members present:** Cllrs. Gerallt Miles, Gerwyn Williams, Barrie Griffiths (Chairman) and Michelle Bateman, PCC, Peter James and TC Griffiths

**Apologies:** Cllr BJ Harries

**Declarations of Interest:** Nil.

At the outset of the meeting a word of sympathy in his absence was extended to Cllr BJ Harries, on the death of his sister-in-law, Mrs Alonwy Thomas on the previous Sunday.

**Minutes:** The minutes of the meeting held on Tuesday, 6th October 2020, had been circulated to all Councillors prior to the meeting. These were read and accepted by the Councillors, and will be signed in due course by the Chairman.

**Matters arising:** With regards to issue raised regarding the A40(T) Treffgarne junction, an email was received from the Welsh Government Network Management Division, noting that they have consulted with the SWTRA and have concluded that the best form of action will be to affix a high visibility yellow backing board to the existing signs. The scheme will be subject to funding and will need to be prioritised against other schemes across Wales. Cllr Gerallt Miles mentioned that the road markings in this area had been highlighted recently.

It was noted that remedial work has been carried out to repair the potholes at the junction of the A40(T) with Glancleddau Road, Wolfscastle.

With regards to the tree adjacent to the River Cleddau Bridge in Wolfscastle, it was reported that some work had been carried out to lop some of the branches, and it will now be up to the landowner to inspect it’s condition on a regular basis.

**County Councillor’s Report:** In her update, Cllr Bateman reported that the number of positive cases of the Coronavirus in Pembrokeshire is the highest since last March. Council Staff have been deployed to Track and Trace. The issues regarding the Penally Camp used to house asylum seekers was mentioned, the situation is monitored regularly by the Authorities. The Council are dealing with matters pertaining to Brexit. There will be a consultation announced soon with regards to the Budget for 2021 / 2022.

**Annual Audit for 2019 / 2020:** The Auditor General for Wales Issued an unqualified audit report. However, during the review, matters were identified that they wish to draw to the Council’s attention, which do not affect the audit opinion but should be addressed.

[a] Box 14 on the Accounting Statement, trust funds disclosure note, was left unanswered for 2019/20 on the Annual Return. The Council has confirmed that it does not act as a sole trustee nor is it responsible for managing trust funds or assets and so this box should read 'N/A'.

In future the Council should ensure the Annual Return is completed in full prior to the submission to External Auditors.

[b] The Internal Auditor has answered 'Not covered' to objective 7 as it was covered in previous audit reports.

However, from communication from the clerk, we have confirmed that salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied. The Internal Auditor should carry out checks on each objective every year.

An invoice had been received for carrying out the Audit for the year ending March 31st 2020. It was agreed to pay Audit Wales the sum of **£308:25 (Three Hundred and Eight Pounds and Twenty Five Pence).**

It was confirmed that from 2020-21 onwards, audit arrangements for community and town councils in Wales will include a three-year audit programme, designed to meet the statutory responsibilities while providing a sufficient level of audit assurance at a reasonable cost to individual councils.

With the new arrangements, this Council will have a Basic Audit for 2020 / 21; Full Audit 2021 / 22 and a Basic Audit 2022 / 23.

**Finances:** The Clerk presented the most recent Bank Statement, dated 31st December 2020, and reported that there was **£8237:77 (Eight Thousand Two Hundred and Thirty-Seven Pounds and Seventy Seven Pence)** in the Account, this included the 3rd Precept Payment for 2020 / 2021 **£1560:00 (One Thousand Five Hundred and Sixty Pounds**), which was paid into the Account on December 24th 2020.

It was reported to the meeting that Wayleave had been received from Western Power, to the sum of **£5:83 (Five Pounds and Eighty Three Pence)**.

It was agreed by the Councillors to donate the following sums of money:

St Dogwells Welfare Committee £120.00

Wales Air Ambulance £25.00

Hafal Crossroads £25.00

Pembrokeshire Samaritans £25.00

Urdd Gobaith Cymru, Sir Benfro £25.00

Fishguard YFC £40.00

Penybont Chapel (donation) £60.00

Wolfscastle in Bloom £40.00

Wolfscastle Festival (defibrillator) £40.00

Treffgarne Village Hall (donation) £30.00

Sandy Bear £30.00

It was agreed to reimburse the Clerk, the sum of £13.27 owed for water used at the Fountain adjacent to the School.

A discussion pursued as to the allowance that should be given to the Clerk for his services and expenses to the Council during the year. It was agreed to pay the sum of **£1700.00 (One Thousand Seven Hundred Pounds)** The Clerk thanked the Council once again for their generosity, and reported that this sum will be declared when his Accountant will be filling the Tax Return for HRMC on his behalf.

**Precept Requirement for 2021 / 2022:** After much deliberation and on the recommendation of the Clerk / RFO it was agreed to increase the Precept Requirement for 2021 / 2022 to **£4750:00 (Four Thousand Seven Hundred and Fifty Pounds)**.

**Planning Applications:** The Clerk reminded the Councillors that he had forwarded the following consultations as soon as they were received from the Planning Department of PCC.

[a] 20/0545/PA – Proposed side extension to replace existing structure at Sycamore Cottage, Letterston

[b] 20/0713/LB – Refurbishment of the Grade II Listed Building at Church Hill House, Treffgarne.

[c] 20/0789/PA – Alterations and Extensions at Weir Castle, Treffgarne.

**Correspondence:** Notification was received from the Welsh Government that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 for Community Councils for 2021 – 2022 is £8:41.

**AOB:** The following issues were raised and need addressing:

[a] Cllr Peter James and endorsed by Cllr Gerwyn Williams, the amount of litter and fly tipping strewn on the back road. Even a wardrobe had been dumped recently on the roadside, which Cllr James removed. Cllr Bateman reported that such issues can be reported, photographs taken and uploaded online.

[b] Cllr Gerallt Miles reported once again the overhanging hedging at Temple Spring, Treffgarne. This issue had been reported previously to the Street care Team, who were looking into the matter.

As there were no other matters to discuss, the meeting was closed, with arrangements to be made by the Clerk and Chairman as to when the next meeting can be held.

 **Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**