

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD REMOTELY ON
TUESDAY 13TH APRIL 2021 AT 7.00PM**

PRESENT: Cllr G Wilson (Chair)
Cllr H Dyer
Cllr Mrs J Lloyd
Cllr Mrs J Howell
Cllr M Howells
Cllr Mrs J Wilson

APOLOGIES Cllr B Evans
Cllr P Roberts

The Clerk was in attendance (Mrs J Clark)

37/21 **DECLARATIONS OF INTEREST**

There were none received.

38/21 **CHAIRMAN'S ANNOUNCEMENTS**

Cllrs Mrs J Wilson, G Wilson, Brinley Evans and Hywel Dyer had attended the Waterston Shared Site Liaison meeting and informed members that the footpath on the Waterston Road is to be re-opened as a footpath only and PCC will install a kissing gate at the entrance. Egnedol are putting in more plans for a salmon and prawns fish farm, but they will have to source warm water. Excrement from the fish will be cleaned and be returned to the sea from where it will be made into a fertilizer.

39/21 **MINUTES OF LAST MEETING**

The minutes of the meeting held on 9th March 2021 were proposed and seconded. They were agreed as a true record with one amendment as follows:

- a) Minute 32/21 under Quiet Lanes to add at the end of the first paragraph – '....it was considered that this expenditure could not be justified until additional funding became available.'

40/21 **MATTERS ARISING**

The following matters were raised:

- a) Minute 27/21c) The clerk was asked to write again to Sinclair Garages regarding the churning up of the grass verges outside the garage, copied to their head office at Bridgend
- b) Minute 27/21e) The clerk was still hoping to acquire a pedestrian gate for the entrance to Waterston playpark.

14/21

- c) Minute 30/21 The clerk was asked to send a copy of the Waterston playpark to all Members.
- d) Minute 31/21 The clerk advised that following contact with PCC, that concrete flower troughs would not be permitted near the village signs as they would prevent the grass verges being cut properly. It was agreed that recycled plastic ones would be a better option as they were lighter and could be moved for grass cutting.
- e) Minute 35/21a) The clerk was asked to order three no smoking signs, one for each play area.

41/21

UPDATE ON ACCOUNTS TO 31ST MARCH 2021

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £748.48 in the Current Acct, £15,516.33 in the Saver Acct and £10,501.61 in the United Trust Bank account.
- b) The Financial Statement – Cashbook showing income of £14,387.71 (gross) and expenditure of £9,302.84 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

It was agreed that the interest of £173.28 plus the balance of £10,674.89 be re-invested in the UTB for one year.

RESOLVED: **That the financial information provided be accepted and agreed.**

42/21

TO CARRY OUT FINANCIAL RISK ASSESSMENT FOR 2020-21

The risk assessment document had been circulated with the agendas indicating each risk identified, what level of risk it presented, the management of the risk and the recommended actions. The risk assessment was checked item by item and it was agreed that all elements of risk had been identified and managed appropriately.

RESOLVED: **That the risk assessment document be approved and agreed.**

43/21

REVIEW OF INTERNAL AUDIT

The Clerk advised Members of the requirements of an internal audit review from The Practitioners' Guide which included all matters that required checking and reviewing to ensure that the systems of financial control are effective. These matters included the scope of the internal audit, the independence and capability of the internal auditor, the clarity of the relationship between the council, the clerk and the internal auditor and the effectiveness of the audit plan and reporting procedures. After considering all these aspects of internal control, it was agreed that all procedures and risk

assessments were in place and that the internal auditor is competent and has no involvement or relationship with the council other than as internal auditor. It was agreed to sign off the document and return to the clerk.

RESOLVED: That the internal audit review be accepted.

44/21 FREEDOM OF INFORMATION REQUEST TO NEYLAND TOWN COUNCIL#

Members were advised that the Town Clerk of Neyland had obtained advice from OVW and had been advised not to divulge the information requested as the individual concerned had requested their identity be kept confidential. Further advice had been sought from the Information Commissioner and a response was awaited.

RESOLVED: It was agreed that this matter be discussed at the next meeting.

45/21 MEMBERSHIP OF ONE VOICE WALES

An invitation to renew council's membership had been received from OVW at a cost of £143.00 and this was agreed.

RESOLVED: That council's membership of OVW be renewed for 2021-22.

46/21 QUOTES FOR SPEED SIGN AT WATERSTON

The clerk had obtained three quotes for a speed sign to be located near the old school at Waterston and after some debate, it was suggested that an electrician be asked to check the existing speed sign to see if it could be repaired.

RESOLVED: That an electrician be asked to check the existing sign.

47/21 TO APPOINT REPRESENTATIVE ON THE NPOWER LIAISON COMMITTEE

Due to the impending resignation of Cllr M Howells, it was necessary to appoint a replacement representative on the above committee. It was agreed that Cllr Hywel Dyer be appointed.

RESOLVED: That Cllr Hywel Dyer be appointed as Council's representative on the Npower Liaison Committee.

48/21 PLANNING APPLICATIONS

No planning applications had been received.

49/21 **CORRESPONDENCE**

The following correspondence had been received:

- a) Numerous emails from PCC relating to Covid-19 in Pembrokeshire.
- b) Pembs Coastal Forum News. Noted.
- c) Dyfed Powys Police – Scam Warning – noted.
- d) Play Wales – Free 2021 Membership- declined.
- e) Welsh Govt – Implementation of the Local Govt & Elections (Wales) Act 2021 – noted.
- f) Solva Care Toolkit Dissemination Project – noted.
- g) NSPCC – request for donation - £50.00 donated.
- h) Joint OVW/SLCC Event – noted.
- i) Wales Air Ambulance – thank you letter for donation – noted.

50/21 **ANY OTHER INFORMATION**

The following points were raised:

- a) Cllr M Howells raised the matter of the Burial Board review and circulated the Terms of Reference he had received from David Astins of PCC. He advised that a Zoom meeting was arranged for next week to discuss.
- b) Cllr H Dyer referred to more fly-tipping in Waterston layby. It was agreed that some signage against fly-tipping was required.
- c) Members were advised that the road into Mastlebridge was being tarmacked.
- d) Cllr G Wilson advised that two of the benches in the Boatyard needed new slats.

51/21 **DATE OF NEXT MEETING**

Due to the Clerk’s impending stay in hospital, the next meeting would be held in either late May or early June.

The meeting closed at 8.30pm.

Signed.....Chair.....Date

Signed.....Clerk