

MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD REMOTELY ON TUESDAY 23RD JUNE 2020 AT 7.00PM.

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

APOLOGIES: Cllr P Roberts

The Clerk was in attendance (Mrs J Clark)

41/20 DECLARATIONS OF INTEREST

None received.

42/20 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made.

43/20 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 10th March 2020 were proposed and seconded. They were agreed as a true record.

44/20 MATTERS ARISING

The following matters were raised:

- a) Minute 27/20a) Cllr Howells confirmed that due to the lock-down no work had been carried out on the registration of land at the cemetery.
- b) Minute 27.20c) The clerk confirmed that no action had been taken on the funding for 'Quiet Lanes' due to the lock-down.

45/20 UPDATE ON BANK BALANCES TO 31ST MARCH 2020

The following financial documents had been circulated:

- a) The Bank Acct Reconciliation Summary with the current account balance of £511.18 the Saver Acct as £11,227.88 and the United Trust Acct of £10,297.99.
- b) The Financial Statement- Cashbook showing income of £14,956.83 (gross) and expenditure of £8,920.50 (gross).
- c) The Financial Statement – Budget Comparison showing the budget, actual income and expenditure and the balance remaining under each budget heading.

RESOLVED: **That the financial information provided above be accepted.**

46/20 **REPORT OF INTERNAL AUDITOR FOR ACCTS 2019-20**

The report had been circulated prior to the meeting and the clerk raised the following point to note:

- a) The Council had planned to spend £11,471 including £1,000 contingency fund which was to be funded entirely from the Precept, resulting in £1,604.26 being added to reserves. In practice it spent £7,038.93, adding over £6,036 to reserves which now stand at £21,606. Council however can justify this level of reserves due to planned expenditure on the 'Quiet Lanes' Project, the holding of Elections if required and the repair and replacement of play equipment.

47/20 **TO APPROVE STATEMENT OF RECEIPTS & PAYMENTS ON ANNUAL RETURN FOR ACCOUNTS 2019-20 AND AGREE ANNUAL GOVERNANCE STATEMENT PARTS 1 AND 2**

The Accounting Statement for 2019-20 had been circulated along with the Governance Statements Parts 1 and 2. After careful consideration the figures were accepted and approved, and the Governance Statement completed.

RESOLVED: **That the Annual Return and the Annual Governance Statement be approved.**

48/20 **QUOTE FOR RENEWAL OF ADVANTEDGE ONLINE ACCOUNTS SOFTWARE - 3 YEAR CONTRACT.**

A quote had been received for the 3-year renewal of the above contract at a cost of £108.00 (inc VAT).

RESOLVED: **That the quote be accepted.**

49/20 **UPDATE ON ACCOUNTS TO 31ST MAY 2020**

The following financial documents had been circulated:

- d) The Bank Acct Reconciliation Summary with the current account balance of £-182.02 the Saver Acct as £14,656.38 and the United Trust Acct of £10,501.61.
- e) The Financial Statement- Cashbook showing income of £5,191.26 (gross) and expenditure of £3,354.92 (gross).
- f) The Financial Statement – Budget Comparison showing the budget, actual income and expenditure and the balance remaining under each budget heading.

RESOLVED: That the financial information provided above be accepted.

50/20 **ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:

a) Mrs J Clark April, April, May and June salary	£618.60
b) PAYE for April, May and June	£154.80
c) Cruse Bereavement Care donation	£50.00
d) PCC Recharge for toilets 3 rd qtr	£461.64
e) DJM Nurseries – 4 Christmas Trees	£640.00
f) PC Rescue – repairs to PC	£40.00
g) PCC Recharge for toilets 4 th qtr	£172.70
h) BW Scourfield – internal audit 2019-20	£99.00
i) J Clark -reimb for purchase of PC and set up costs	£200.00
j) Zurich Insurance premium for 2020-21	£1,125.59

51/20 **PLANNING APPLICATIONS**

There were no planning applications to consider, however the Clerk advised Members of the number of comments she had received opposing the application for Point House, Newton Road, Hazelbeach (20/0057/PA). Council had not supported this application and the Clerk advised that our response had not been added to the PCC Planning Portal, nor had the comments of other local residents. The Clerk was asked to make inquiries regarding this.

52/20 **CORRESPONDENCE**

The following correspondence had been received:

- Emails from several residents of Lighthouse Drive objecting to the planning application for Point House, Newton Road, Hazelbeach.
- Letter of thanks from Cruse Bereavement Care for donation.
- Numerous emails from PCC relating to Covid-19 in Pembrokeshire. (Members requested that only emails relating to changes in legislation in Covid-19 be circulated due to the very high number being received.

53/20 **ANY OTHER INFORMATION**

The following matters were raised:

- Cllr H Dyer mentioned the increase in fly-tipping on the approach road to the wind turbines on the road to Waterston from Blackbridge, as well as the burning of rubbish and horse manure deposited there. The Clerk advised that this area is within the boundary of Milford Haven Town Council and she would put in a complaint to them. It was considered that there were too many caravans on the nearby traveller caravan site.

54/20

DATE OF NEXT MEETING

It was agreed that the next meeting would be held on 21st July 2020 at 7.00pm.

The meeting closed at 8.00pm.

Signed.....Chairman.....Date

Signed.....Clerk