

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD ON TUESDAY
14TH JUNE 2022 AT MASTLBRIDGE COMMUNITY HALL AT 7.00PM**

PRESENT: Cllr H Dyer (chair)
Cllr B Evans
Cllr Mrs J Lloyd
Cllr P Roberts
Cllr Mrs J Wilson
Cllr G Wilson

APOLOGIES: Cllr R Diggle

The Clerk was in attendance (Jane Clark)

77/22 DECLARATIONS OF INTEREST

There were none received.

78/22 CHAIR'S ANNOUNCEMENTS

The chair advised that he had been unable to attend the Civic Service at Milford Haven last week. The clerk advised that she would apologise to the Mayor of Milford Haven.

79/22 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 10th May 2022 were proposed and seconded. They were agreed as a true record.

80/22 MATTERS ARISING

following matters were raised:

- a) Minute 65/22b) The clerk had contacted Marc Owen regarding the Green at Mastlebridge but had heard nothing further. She would try again.
- b) Minute 65/22e) The clerk had emailed Malcolm Quantrel about the connection for the Christmas tree on the Cockle Bank but had not received a reply. She would telephone him for an update.
- c) Minute 65/22i) Photographs of the damaged seawall and slip had been forwarded to PCC and the work would be scheduled as and when possible.
- d) Minute 75/22b) Cllr Evans confirmed that grass seed had been planted along the hedge of the bridleway and he hoped there would be no further action required.

81/22 UPDATE ON ACCOUNTS TO 31ST MAY 2022

The following financial information had been circulated:

24/22

- a) Bank Account Reconciliations Summary showing a balance of £219.12 in the Current Acct, £15,351.36 in the Saver Acct and £10,775.10 in the United Trust Bank acct.
- b) The Financial Statement – Cashbook showing income of £5,466.74 (gross) and expenditure of 5,309.43 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

The clerk would transfer £1,000 into the current account as soon as possible.

RESOLVED: That the financial information provided above be accepted.

82/22

ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:

a) Mrs J Clark June salary	£231.80
b) PAYE for June	£57.03
c) B W Scourfield – fee for internal audit 2021-22	£70.00
d) Microsoft 365 annual subscription	£59.99
e) Data Protection certificate renewal fee	£35.00

83/22

SPEED LIMIT AT WATERSTON AND PATH FOR 'MAD MILE'

As Cty Cllr P Miller was unable to attend, it was agreed to discuss this matter at the July meeting. However the overgrown hedge near the speed sign was discussed and it was agreed to ask PCC to cut it back so that it does not obscure the speed sign. It was suggested that possibly Egnedol may wish to contribute to a new footpath from Waterston to Sentry Cross.

RESOLVED: That this matter be discussed in full in July and that PCC be requested to cut back the overgrowing hedge near the speed sign.

84/22

UPDATE ON REPAIRS TO PLAY EQUIPMENT

An update was received from Cllr Evans and Roberts on the repairs they had carried out. The corrosion on the fitness equipment was raised and the Clerk agreed to check the guarantee on this equipment. Other matters referred to were as follows:

- a) The wooden bench on the outskirts of Jordanston was very overgrown. Cllr Wilson agreed to cut this back.
- b) It was agreed that a new bench and picnic table be ordered for Jordanston park.
- c) The clerk was asked to get a date for the July inspections so that Cllrs Evans and Roberts could meet with the inspector to discuss some repairs.

85/22

REPORT OF INTERNAL AUDITOR ON ACCOUNTS 2021-22

The report of the internal audit had previously been circulated and the following matters raised:

- a) Council planned to spend £19,240 with £12,946 from the Precept and £5,559 from reserves. The actual spending was £13,990 including VAT, reducing reliability on reserves to £1,044. Reserves now stand at £25,647 and Council should account for its level of reserves including any amount earmarked for future purposes.
- b) There was a discrepancy in the payroll with a difference of £227.74 in the information provided to HMRC and what was recorded in the Council's ledger. The Clerk is aware of this and will investigate.
- c) The clerk reminded Members that this was the last audit Mr Scourfield would be carrying out and it was agreed to send a letter of thanks for his assistance in the past.

RESOLVED: That the report be accepted and points noted.

86/22

APPROVAL OF ACCOUNTING STATEMENT AND ANNUAL GOVERNANCE STATEMENT FOR 2021-22

The Accounting Statement for 2021-22 had been circulated along with the Governance Statements Parts 1 and 2. After careful consideration the figures as prepared by the Clerk were accepted and approved, and the Governance Statement completed. The Annual Return was signed by the Chairman and the Clerk.

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

87/22

COMPLETION OF NEW BUSINESS MANDATE FOR UNITED TRUST BANK

A new business mandate form had been received in order to remove former councillor Mike Howells and to add Cllr H Dyer and Cllr R Diggle as signatories. The form was completed and signed by Cllr Dyer but Cllr Diggle was not present so the Clerk would call to his home to complete the form.

RESOLVED: That Cllr H Dyer and Cllr R Diggle be added as signatories to the UTB account, and that M Howells be removed.

88/22

QUOTE FOR PEDESTRIAN GATE FOR WATERSTON PLAYPARK

Quotes had been obtained from 'Secure A Field' as recommended by PCC for two different metal pedestrian kissing gates for Waterston play park. The Berkswell was costed at £563.50 plus VAT and the Matlock was £593.35 plus VAT.

Cllr Wilson advised Members that the former Waterston Playpark Group had funds that they were prepared to offer to Council for repairs to Waterston playpark and it was suggested that these funds could be used to purchase a pedestrian gate. The Clerk was asked to contact PGS at Johnston for a quote and to email Mr M Sanderson with regard to transferring the funds to this council's bank account.

The matter would be further discussed at the July meeting

RESOLVED: **That the Clerk to contact Mr M Sanderson regarding the transfer of funds for Waterston play park and that a quote be obtained from PGS for a pedestrian gate.**

89/22

FEE FOR WORK ON LEASE FOR PUBLIC CONVENIENCES AT HAZELBEACH

Price and Kelway Solicitors had provided a quote for their work on the lease for the public conveniences which totalled £1,525.00 plus VAT (£1,830.00) and this was accepted and agreed.

RESOLVED: **That the fees charged by P & K for the work on the lease for the public conveniences be accepted.**

90/22

PLANNING APPLICATION

The following planning application was considered:

- a) **22/0029/PA: Erection of a detached single storey dwelling on land at rear of 7 Hazelbank, Llanstadwell, SA73 1EN** – it was agreed not to support this application on the ground of access issues as previously stated, which despite the reduced size and orientation of the proposed dwelling, remain of serious concern.

91/22

CORRESPONDENCE

The following correspondence had been received:

- a) OVW Future Works: The National Plan 2040. – noted.
- b) PCC Cllr J Beynon – South Pembrokeshire Rail Action Group – noted.
- c) OVW Newsletter. – noted.
- d) Dragon LNG Solar Project Ground-breaking Ceremony invitation – several members to attend.
- e) PCC Training Video on Code of Conduct – noted.
- f) Data Protection Certificate – renewal fee - £35.00 – agreed.
- g) OPCC News Bulletin – noted.
- h) Pembs Coastal Forum – noted.

92/22

ANY OTHER INFORMATION

The following matters were raised:

- a) Cllr P Roberts was thanked for transporting the flower planters to their locations around the community and Cllr Mrs J Wilson was thanked for planting them. Receipts for plants to follow by next meeting.
- b) Cllr Dyer advised that two residents of Hazel Grove had complained about the noise from the existing wind turbine and suggested it may be above the permitted sound level. They were also concerned about noise from future wind turbines.

93/22

DATE OF NEXT MEETING

The next meeting will be held on Tuesday 12th July 2022 at 7.00pm.

The meeting closed at 8.40pm.

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

Signed..... Clerk