

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD ON
TUESDAY 11TH JUNE 2024 AT MASTLEBRIDGE COMMUNITY HALL AT 7.00PM**

PRESENT: Cllr R Diggle (Chair)
Cllr Hywel Dyer
Cllr B Evans
Cllr P Roberts
Cllr S Thomas
Cllr G Wilson

APOLOGIES: Cllr Mrs J Lloyd

The clerk was in attendance (Mrs J Clark-Davies)

84/24 DECLARATIONS OF INTEREST

Cllr S Thomas declared that he is also a member of NTC and that he is married to the Clerk to the BB.

85/24 CHAIR'S ANNOUNCEMENTS

The chair had nothing to report.

86/24 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 14th May 2024 were proposed, seconded and agreed as a true record apart from an amendment to Minute 79/24.

87/24 MATTERS ARISING

The following matter was raised:

- a) Minute 77/24: The clerk advised that we are unable to terminate the contract with Infinity Play for the inspections of the play park. This will be renewed next February. In the meantime, PPS requested that they be allowed to quote for any repairs required. The clerk was requested to ask PPS if they are licensed to install a zipwire.

88/24 PUBLIC PARTICIPATION

There were no members of the public present.

89/24 UPDATE ON ACCOUNTS TO 31ST MAY 2024

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £-59.00 in the Current Acct, £17,551.36 in the Saver Acct and £10,894.92 in the United Trust Bank acct.
- b) The Financial Statement – Cashbook showing income of £7,149.80 (gross) and expenditure of £7,67279 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

Members noted that expenditure exceeded income this month and a discussion was held regarding the deficit budget that was approved for the year. Members agreed to closely monitor the financial situation".

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

90/24 REVIEW OF INSURANCE COVER

A new updated quote was awaited so no action was taken.

91/24 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:

a) Mrs J Clark-Davies June salary	£289.60
b) PAYE for May	£72.40
c) Cleaner's wages for March (4 weeks)	£305.20
d) Zurich Insurance Premium 2024-25	£2,399.82
e) Information Commissioner's Office – data protection fee	£40.00
f) Matthew Craig Assoc Ltd – internal audit 2023-24	£150.00

92/24 CONTRIBUTION TOWARDS ROOF REPAIRS TO HAZELBEACH MISSION HALL

A request had been made to the Trustees for financial information so that Members could decide on a donation. This request was refused, and it was therefore agreed that no donation be made.

RESOLVED: **That no donation be made towards the repairs to Hazelbeach Community Hall.**

93/24 REPORT OF INTERNAL AUDITOR

The report was circulated to all members prior to the meeting and the recommendations noted. It was agreed not to purchase new payroll software at this time.

RESOLVED: **That the report be accepted, and the recommendations noted.**

94/24 TO APPROVE ANNUAL RETURN AND GOVERNANCE STATEMENT FOR ACCOUNTS 2023-24

The Annual Return had been circulated and the figures were agreed. The Governance Statement was completed and signed by the Chair and Clerk.

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

95/24 SPEEDING ON CHURCH ROAD, LLANSTADWELL

This item was raised by Cllr S Thomas who was advised that this matter had been discussed many times in recent years and it was hoped that the situation had improved with the new 20mph speed limit. The clerk was

26/24

asked to contact Darren Thomas of PCC to inquire what was planned to deal with this situation.

RESOLVED: **That enquiries be made with Darren Thomas of PCC on this matter.**

96/24

PLAY AREA INSPECTION REPORTS FOR MAY

The play area inspection reports had been circulated and it was agreed that the Clerk to contact Wickes regarding funding for painting play equipment, that the zip wire to be made safe by removing the seat and the swings at Hazelbank be dismantled and checked.:

RESOLVED **That the clerk to contact Wickes, that the zip wire be made safe and the swings at Hazelbeach be dismantled and checked.**

97/24

UPDATE ON BURIAL BOARD MATTERS

The chair of the BB, Cllr R Diggle, explained that the clerk had resigned, and no replacement had yet been found. The clerk would forward a previous Vacancy Notice for this position to the chair for amendment and circulation.

98/24

PLANNING APPLICATIONS

There were no plans to consider.

99/24

CORRESPONDENCE

The following correspondence had been received:

- a) IRPW Guidance on payments made to Members – noted.
- b) OVW Recruitment and retention of Clerks – noted.
- c) Thanks for 20 – update on Welsh speed limit review – noted.
- d) OVW Guidance on Working Digitally – noted.
- e) New Climate Toolkit Workshops – noted.
- f) OVW Pre-election period – timetable of actions – noted.
- g) OVW Launch of New Biodiversity Resources – noted.
- h) Information Commissioners Office – renewal of data protection - paid
- i) PCNP – consultation on camping and caravan site developments – noted.
- j) Paul Davies Am – newsletter – noted.
- k) Police & Crime Commissioner – newsletter – noted.
- l) Ken Skates MS – regarding consultation on 20mph – noted.

100/24

ANY OTHER ITEMS OF INFORMATION

The following matters were raised:

- a) Members were advised that NTC would be taking over the management and running of the public conveniences at Brunel Quay.
- b) A bank on Church Road which should be cut by PCC is being cut by a resident. The clerk was asked to investigate this.

27/24

- c) The pavements at Waterston near the Old School need to be cleared as the hedge is encroaching onto them making them difficult to use.
- d) Mr Roger Fudge is owed £38.00 for plants for the community planters.
- e) Residents had complained about the bollards placed on the green area at Mastlebridge mini roundabout by PCC in that they reduced the number of parking spaces available in the area. They had been located there specifically to prevent parking on the grassed area which was being churned up in the winter months.
- f) A member of the public had suggested that the council owned properties on Leonardston Road should have communal recycling bins. It was suggested this be taken up with PCC.

101/24

DATE OF NEXT MEETING

The next meeting would be held on Tuesday 9th July 2024 at 7.00pm.

The meeting closed at 9.00pm.

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

Signed..... Clerk