

**MINUTES OF A MEETING OF LLANSTADWELL COMMUNITY COUNCIL HELD
ON TUESDAY 10TH JUNE 2025 AT MASTLEBRIDGE COMMUNITY HALL AT
7.00PM**

PRESENT: Cllr R Diggle (Chair)
Cllr H Dyer
Cllr B Evans
Cllr M Reynolds
Cllr E Pugh
Cllr P Roberts
Cllr G Wilson

APOLOGIES: None.

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

90/25 DECLARATIONS OF INTEREST

Cllr Reynolds advised that she is the Secretary of St Tudwal's Church Council and Cllr B Evans is related to the person providing the play area reports.

91/25 CHAIR'S ANNOUNCEMENTS

The chair advised that he had attended the HOPE 40th Anniversary Service recently and he also referred to the resignation of former Cllr Steve Thomas due to health grounds. It was suggested that Mr Roger Fudge be thanked for all the work he has put into the flower displays at Hazelbeach for the past two summers.

92/25 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 13th May were proposed, seconded and agreed as a true record.

93/25 MATTERS ARISING

The following matters were raised:

- a) Minute 77/25 c) Cllr Roberts has removed the damaged bench from Jordanston.
- b) Minute 77/25 d) The letter to Ofgem needs to be sent soon. The Clerk will send the relevant information to the Chair,
- c) Minute 83/25 The new insurance quote was accepted.
- d) Minute 83/25 The funds have now been transferred to the new UT Bank account.
- e) Minute 88/25 The tree at Waterston play area that a resident has complained about is on the resident's side of the bank, so would be their responsibility.

94/25 PUBLIC PARTICIPATION

No members of public present.

95/25 UPDATE ON ACCOUNTS TO 31ST MAY 2025

The following reports were circulated:

- a) Bank Account Reconciliations Summary showing a balance of £3,087.01 in the Current Acct, £18,471.05 In the Saver Acct and £11,891.83 in the United Trust Bank acct.
- b) The Financial Statement – Cashbook showing income of £11,623.99 (gross) and expenditure of £2,755.00 gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

96/25 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:

- a) Mrs J Clark-Davies June salary £299.60
 - b) PAYE for June £74.80
 - c) Cleaner's wages for April (4 weeks) at new rate £341.88
 - d) Zurich Insurance – reduced premium by £97.56
- £1,238.69
- e) Matthew Craig – fee for internal audit 2024-25 £150.00
 - f) Printer ink, paper and stationery £18.49

97/25 REPORT OF INTERNAL AUDITOR FOR ACCOUNTS 2024-25

The report of the internal auditor had been received and circulated. No recommendations had been made, and the report was accepted.

RESOLVED: That the report of the internal auditor be accepted.

98/25 APPROVAL OF ANNUAL RETURN AND GOVERNANCE STATEMENT FOR ACCOUNTS 2024-25

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.

NEW MODEL FINANCIAL REGULATIONS

New Model Financial Regulations had been circulated by OVW with changes relating to the Procurement of goods and services. It was agreed that the Clerk should review the new Model regulations and incorporate any changes and amendments that would be appropriate into our current financial regulations. The updated version would then be considered at the July meeting of Council.

RESOLVED: **That the Clerk to incorporate the new model financial regulations into our current financial regulations and that the new version be discussed at the July meeting.**

PLAY AREA INSPECTION REPORTS FOR JUNE

The play area inspections had been received and circulated and the following to be carried out:

- a) That the nets be removed from all football goals at each play area.
- b) That the zipwire be removed from Jordanston by Cllrs P Roberts and B Evans.
- c) That a sign be prepared for the Outdoor Gym Equipment at Hazelbank stating that it is for adult use only.
- d) Cllr Hyer to investigate a new gate for Waterston play park which is suitable for disabled access.
- e) Cllr Dyer had prepared a list of materials and equipment necessary to make good all the low-risk items at all three play areas, which amounted to £442.00. It was agreed that these items be purchased.
- f) A date to be decided shortly for the work to be carried out at the play areas.

RESOLVED: **That the above action be carried out and the listed items to be purchased.**

PLANNING APPLICATIONS

There were no plans to consider.

CORRESPONDENCE

The following correspondence had been received:

- a) Visit Pembrokeshire Community Fund – noted.
- b) OVW News Bulletin – noted.
- c) CLC Final Investment Decision – Wind Turbines – noted.
- d) Friends of St Tudwal's Flower Festival – request for raffle prizes, sponsorship etc. – no donation from Council but individuals to offer raffle prizes etc.
- e) OVW Training dates June to July – noted.

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- f) Pembs Coastal Forum – noted.
- g) OVW Annual Financial Actions – lessons learned - noted
- h) Paul Davies AM newsletter – noted.

- i) Request for financial assistance in representing Wales at World Clay Shooting Championships – donation of £100 agreed.
- j) Clinical Services Plan Consultation: Invitation to T & C Councils – Cllr Diggle to attend meeting at P Dock.
- k) OVW – regarding appointment of representative on Pembs Area committee – Cllr R Diggle to attend quarterly meetings and the Clerk to attend any on-line meetings.
- l) Letter from Mrs J Dyer applying for co-option to Council – invited for interview on 15th July 2025 at 6.50pm.

103/25 UPDATE ON BURIAL BOARD MATTERS

The chair advised that the full report on the Grievance had been received from OVW, and the members of the BB will meet soon to discuss. The Annual meeting will be held after this meeting.

104/25 ANY OTHER INFORMATION

The following matters were raised:

- a) The issue of 'inclusive' play equipment at Waterston was raised and it was suggested that a new gate suitable for disabled persons access would be required.
- b) It was also suggested that the hedges at Waterston play area be 'bush-wacked' during the winter.
- c) Cllr M Reynolds advised that she had attended the RWE meeting recently and things were progressing nicely.
- d) Members were advised that a rumour was circulating regarding a planning application for three properties to be built in the paddock at the rear of Lighthouse Drive. The clerk would make enquiries with PCC Planning.
- e) Members remarked that the paths beyond Point House were very overgrown. It was suggested that this be raised at the next CLC meeting as well as the fact that someone had felled an oak tree along the path recently.

105/25 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 15th July 2025 at Mastlebridge.

The meeting closed at 8.35pm

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

Signed.....Clerk