

**MINUTES OF A MEETING OF EAST WILLIAMSTON COMMUNITY COUNCIL HELD ON THURSDAY 4<sup>TH</sup> APRIL 2019 AT THE EAST WILLIAMSTON COMMUNITY HALL AT 7.00PM**

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**PRESENT:** Cllr G Soar (Chair)  
Cllr C Hopkinson  
Cllr D McIntosh  
Cllr A Ratcliffe  
Cllr M Taylor  
Cllr J Williams

**APOLOGIES:** Cllr R Day (may be late)

**41/19 DECLARATIONS OF INTEREST**

Cllr G Soar declared an interest in the planning application for Coppins Park as he lives there.

**42/19 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 7th March 2019 were proposed and seconded. They were agreed as a true record.

**43/19 MATTERS ARISING**

The following matters were raised:

- a) Minute 30/19 a) Members do not wish to have the streetlight removed but relocated 2 meters further back so that it is out of the sight line of pedestrians.
  - b) Mark Taylor will have to adjust the grit bin so that the lock will fit.
  - c) The street light outside Meadowbank has been repaired.
- Minute 36/10: The trees were removed from near to the Hall and the PCC Commons Officer was happy with the way the work had been carried out.

**44/19 PLANNING APPLICATIONS**

The following planning applications were considered:

- a) 18/1290/PA: Proposed 3 no two storey dwellings (terrace) on vacant plot at Coppins Park: SUPPORT.
- b) 18/1331/PA: Variation of condition 3 at the Former Pentlepoir CP School, Pentlepoir: SUPPORT on condition that the site is maintained in a tidy condition by the owner in the meantime.

**45/19 FINANCIAL UPDATE TO 31<sup>ST</sup> MARCH 2019**

The following financial information was circulated:

- a) The Bank Account Reconciliations Summary showing a balance of £23,556.07 in the Current Acct, £3,093.13 in the Deposit Acct, £24,086.70 in the Park account and £2,000 in the Jubilee Park Acct.
- b) The Financial Statement – Cashbook showing income of £27,523.81(gross) and expenditure of £20,185.03 (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 advised that the Audit date had been received from Grant Thornton which was 8<sup>th</sup> July 2019 and that the £2,000 in the Jubilee Park account would be transferred back into the current account before the start of the new financial year.

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

**46/19**                    **ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:

a) Mrs J Clark – March salary	£205.10
b) PAYE for March	£51.20
c) Church Farm Landscapes – removal of trees	£400.00
d) PCC Lease for Pentlepoir and Broadmoor (£75 & £77)	£152.00
e) The Cutting Hedge – grasscutting for March	£400.00
f) The Cutting Hedge – repairs to playparks.	£1,026.50

**47/19**                    **UPDATE ON PLAYPARKS**

Complaints have been received of adults standing on the children’s play equipment and attempting to use it. It was suggested that we have a sign made up advising that the equipment is for children’s use only. Cllrs Soar and Hopkinson met with Adam Lewis and inspected all the play areas with the annual inspection report. Adam was asked to do all high risk items apart from the underground investigation in East Williamston and other items which were identified as they walked around. The clerk was requested to find out if two cuts had been carried out in March.

**48/19**                    **FINANCIAL RISK ASSESSMENT FOR 2018/19**

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. It was recommended that the Welsh Language Policy item be removed from the

schedule and that Payment for Elections be added as a medium risk item and that this risk be managed by budgeting for the holding of elections.

**RESOLVED: That the risk assessment for 2018-19 be accepted and agreed.**

49/19

**REVIEW OF INTERNAL AUDIT FOR 2019**

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 and 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.**

50/19

**REVIEW OF STANDING ORDERS**

It was agreed that this item be postponed until the May meeting so that councillors can familiarise themselves with the model Standing Orders supplied by NALC and One Voice Wales.

51/19

**CORRESPONDENCE FROM EWC & HA**

Correspondence had been received from the Chair of the above organisation advising that changes have been made to the Association's charitable status which allows us to appoint a Trustee to sit on the Board. It was agreed that as we have a good relationship with the Association and there are 3 'dual' members of Council that appointing an additional Trustee would not be necessary. This situation will be reviewed on an annual basis.

**RESOLVED: That a Trustee of the Hall Association not be appointed at this time but that the situation be kept under review.**

52/19

**NOMINATIONS FOR CHAIR AND VICE-CHAIR**

It was proposed, seconded and agreed that Cllr G Soar remain as chair for the coming year and Cllr Jacob Williams as vice-chair.

53/19

**CORRESPONDENCE**

The following correspondence had been received:

- a) Wales Air Ambulance – letter of thanks for donation.
- b) Zurich Municipal: Requirement for Green Card for driving abroad if no deal Brexit.
- c) Long Course Weekend: Closed Road Expansion
- d) Jill Evans MEP: No Underground Nuclear Dump in Wales.
- e) Paul Sartori: Letter of thanks for donation.
- f) Seafarers UK: Fly the red Ensign for Merchant Navy Day on 3<sup>rd</sup> September.

**54/19**                    **REPORT OF CTY CLLR JACOB WILLIAMS**

Cllr Williams had nothing to report.

**55/19**                    **ITEMS FROM CLLRS**

The following matters were raised:

- a) Dog fouling in the Jubilee Park has previously been discussed and the Association would like our assistance in dealing with this matter. It was agreed to prepare signage x 2 for each entry to the park drawing the attention of park users to this problem. Cllr J Williams will deal with this in conjunction with Cllr Doug McIntosh.
- b) Cllr Geoff Saur advised that he has asked the police to keep a watch on Pentlepoir play area with regard to dog fouling and adults on the equipment. It is quite legal to take a photograph of anyone caught with their dog fouling and hand it to the dog warden.
- c) Work has started on the dbl yellow lines outside Dragon Palace in Pentlepoir but they have not been finished. More complaints were received within 30 minutes of this work starting than previously. There no signage relating to the yellow lines so they cannot be enforced. Cllr Charles Hopkinson stated that there are more problems with the yellow lines than without. There are ruts all over his verge as cars are now parking totally on pavements rather than half on. The clerk was requested to ask PCC when this work will be finished. If this situation continues then bollards will be necessary.
- d) There is a considerable amount of fly tipping on Station Road (off the road into the undergrowth). Bags of beer cans (Stella) have been picked up by residents.
- e) Bridge tickets – these will be refunded by PCC.
- f) A new entrance into the field on Clayford Road has been established and it was questioned whether this is legal.

**56/19**                    **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 2<sup>nd</sup> May.

The meeting closed at 9.00pm.

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

Signed.....Clerk