

**MINUTES OF THE ORDINARY MEETING OF THE SCLEDDAU COMMUNITY COUNCIL  
HELD AT THE YOUNG FARMERS HALL, JORDANSTON ON MONDAY 10<sup>TH</sup> JUNE  
2013**

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**Present:**      **J Miles (Vice-chair)**                      **C Haden**                      **W Miles**  
                         **M Charman**    **A Davies**

**In attendance:**      Mrs Karen Didcote (Clerk)

**11. APOLOGIES FOR ABSENCE (Agenda Item 1)**

D Haden, O James (County Councillor), A Lamb, M Raymond

**12. DECLARATIONS OF INTEREST (Agenda Item 2)**

None.

**13. MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 6<sup>TH</sup> MAY 2013**  
(Agenda Item 4)

The minutes of the ordinary meeting held on Monday 6<sup>th</sup> May 2013 were accepted as an accurate record of the meeting.

**(Proposed W Miles, seconded M Charman)**

**14. MATTERS ARISING FROM THE MINUTES**

**a. WEBSITE BUILDING (Page 1, item 4a)**

Following discussion regarding an SCC website, members were advised that a new website can be produced for Scleddau Community Council at a cost of £200 - £250. As previously discussed, a grant of £500 is to be made available from the Welsh Assembly Government, this will fund not only the cost of building the website, but also the initial set up and day to day running.

**Resolved:** It was agreed to ask Dylan Haden to make further enquiries regarding the building of an SCC website.

**b. APPOINTMENT OF CLERK (page 1, item 5)**

The Clerk advised that a Clerk to a Parish/Community Council cannot be self employed for tax purposes.

The Clerk has registered SCC with HMRC as an employer and will complete the necessary forms relating to tax and insurance. It was agreed that the clerk will be paid quarterly for the hours worked which it is estimated will be approximately 8 to 9 per month. Additional costs will be incurred for expenses such as printing, postage etc.

A draft contract of employment was also provided to each member via email.

It was noted that there are four boxes of 'old records' which need to be reviewed. An issue had also arisen regarding the Audit which needed to be completed, however the auditor had requested all minutes from the last financial year in order to verify expenses paid out. W Miles will contact D Haden (previous Clerk) to obtain a full list of minutes.

The current cheque book was also given to W Miles to be forwarded to the auditor.

**c. SWALEC ELECTRICITY INVOICE (page 3, item 7e)**

The clerk advised that this matter was now resolved as Mr John Fish (Western Power) had updated his records to show that no Christmas tree had been erected in Scleddau. Mr Fish will liaise with SWALEC to reverse the invoice which had been received by SCC.

**d. YOUNG FARMERS HALL (Page 3, item 10)**

The Clerk advised that a list of all future meeting dates had been sent to the Young Farmers Hall. W Miles informed members that an invoice had been received for £130.00 for use of the Hall for the period covering April 2012 to March 2013.

**Resolved:** This invoice was accepted as an accurate charge and was approved for payment.

**(Proposed A Davies seconded C Haden)**

**15. PLANNING**

**Deferred from last meeting – 12/1160/PA**

Solar Photovoltaic Array at land west of Langton Farm, Dwrbach, Fishguard  
It was **resolved that there were no objections** to this planning application.

**13/0108/PA**

Change of use for former toilet block to new water pump house, storage and bat roost. Change of former canteen to storage and bat roost at **Buildings south of Old Barham School, Barham Road, Trecwn.**  
It was **resolved to support** this planning application.

**13/0110/PA**

Reinstatement and alterations to a dwelling at **School Cottage, Barham Road, Trecwn.**  
It was **resolved to support** this planning application.

**13/0111/LB**

Reinstatement and alterations to a dwelling at **School Cottage, Barham Road, Trecwn.**  
It was **resolved to support** this listed building application.

**13/0113/LB**

Change of use for former toilet block to new water pump house, storage and bat roost. Change of former canteen to storage and bat roost at **Buildings south of Old Barham School, Barham Road, Trecwn.**  
It was **resolved to support** this listed building application

## 16. FINANCE UPDATE

The following finance update was provided to members:

Bank Balance:	£3,009.57	(as at 29 <sup>th</sup> April 2013)
Precept payments	£1,423.00	(December 2012)
	£1,667.00	(April 2013)
<b>Subtotal</b>	<b>£6,099.57</b>	
Uncashed cheques	£ 431.64	(Insurance)
<b>Balance</b>	<b>£5,667.93</b>	
Precept payment	£1,666.50	(expected August 2013)
Precept payment	£1,666.50	(expected December 2013)
<b>Total funds for year</b>	<b>£9,000.93</b>	

The Clerk advised these figures did not take account of an invoice to be received from the YFC for hire of the room (£130.00) or the salary of the Clerk. It was also noted that there may be additional outgoings which the clerk is unaware of at this present time.

C Haden proposed that a new bank account be opened and £3,000 be transferred into this account. This new account should provide interest on funds placed in it. A suggestion of the Principality Building Society was proposed. A Davies seconded this proposal.

**Resolved:** The clerk will obtain the necessary information and report back the council at the next meeting.

## 17. CORRESPONDENCE

The following correspondence was noted by Council:

### a. PEMBROKESHIRE LOCALITY MEETING – COMMUNITY HEALTH COUNCIL

Correspondence had been received which provided the following list of dates for Pembrokeshire Locality Meetings:

Thursday	11 <sup>th</sup> July 2013	1 pm	Boncath Village Hall, Boncath
Thursday	12 <sup>th</sup> Sept 2013	1pm	Conference Centre, Fishguard Road
Thursday	14 <sup>th</sup> Nov 2013	1pm	Bloomfield Centre, Narberth

### b. POSSIBLE NEW DUTIES ON COMMUNITY COUNCILS

Correspondence had been received from Mr Laurence Harding, Monitoring Officer, PCC regarding possible new duties on Community Councils.

A copy of this correspondence had been emailed to all members for information. This mainly related to the provision of Community Council websites to provide details of minutes, agendas and contact details. SCC is already making the necessary arrangements for this provision to be made.

c. **LOCAL GOVERNMENT (WALES) COMMUNITIES AND COMMUNITY COUNCIL CONSULTATION**

Correspondence had been received from Ms Claire Sanderson, Democracy, Ethics and Partnerships Division (Welsh government), regarding the consultation document for Local Government (Wales) part 7: Measure 2011 Communities and Community Councils.

The consultation period began on 3<sup>rd</sup> June 2013 and will end on 23<sup>rd</sup> August 2013.

The clerk advised that the document can be viewed at:-

<http://wales.gov.uk/consultations/localgovernment/lg-measure-2011-part-7/?lang=en>

d. **NORTH PEMBROKESHIRE TRANSPORT FORUM – NEWS BRIEFING MAY 2013**

A newsletter from the North Pembrokeshire Transport Forum including the recommendations of the Enterprise and Business Committee had been received and emailed to all members.

18. **AGENDA ITEMS**

a. **To agree the list of dates for future meetings.**

The Clerk had emailed a list of meeting dates for the next financial year, these included four dates at which requests for financial assistance would be considered. These dates were noted.

b. **To agree an allocation of funds for financial applications**

It was **resolved** that a limit of £500 would be set for requests for financial assistance during the remainder of the 2013/2014 financial year.

**(Proposed W Miles, seconded A Davies)**

c. **To discuss the ‘Right of Way’ application**

A number of ‘Evidence Forms’ were given to C Haden who will arrange for the completion of these by relevant parties. Once these have been returned, the clerk will forward them on to Pembrokeshire County Council together with the application form. Notice will then be served on Mr Creed, Ordnance House.

Meeting closed at 8.40pm

**Date of next meeting – Monday 8<sup>th</sup> July 2013 at 7.30pm\***

- Ian Hunter will attend the next meeting of SCC to discuss Wind Turbines.

..... Chair