

**MINUTES OF THE ORDINARY MEETING OF THE SCLEDDAU COMMUNITY COUNCIL
HELD AT THE YOUNG FARMERS HALL, JORDANSTON
ON MONDAY 13TH OCTOBER 2014**

Present: J Miles (Chair) W Miles D Haden M Charman

In attendance: Mrs Hannah Smith (Clerk)

1. APOLOGIES FOR ABSENCE

M Raymond, A Davies

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 8TH SEPTEMBER 2014

Further to changing the name "Hannah Miles" to "Hannah Smith" in point 11 and amending the numbering, the minutes from the meeting held on 8th September 2014 were accepted as an accurate record of the meeting and were signed by the Chair.

(proposed: J Miles, seconded: D Haden)

4. MATTERS ARISING FROM THE MINUTES

J Miles was now unable to attend the budget setting meeting on Tuesday 14th October 2014.

5. LISTED BUILDING CONSENT/PLANNING APPLICATIONS RECEIVED

None.

6. CORRESPONDENCE

a) Review of Polling Districts & Polling Places/Stations

The clerk advised that the following correspondence had been received from Pembrokeshire County Council:

Local authorities are required, under the provisions of The Representation of the People 1093, the Electoral Administration Act 2006 and the Review of Polling District & Polling Places (Parliamentary Elections) Regulations 2006, periodically to keep their polling places (polling stations) under review. The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and last date for completion of this review will be 31 January 2015. To comply with legislation PCC are to start a consultation process on 16 September 2014 in order to give sufficient consultation and reporting period prior to the referendum and election timetables. They enclosed a form to complete if you had any comments about the Community's polling station.

The consensus of the Committee was that the polling station in Trecwn worked very well.

b) BDO audit

The clerk advised that the following correspondence had been received from BDO Auditors:

We have now completed the above audit. Please find enclosed the following documents:

- Fee note
- Notice of Conclusion of Audit
- Notes regarding the advertisement of the Conclusion of the Audit
- Issues arising from the audit
- Date selection form for 2014/15
- Contact details
- Survey 2013/14
- Annual Return

The enclosed annual return should be presented to the Council, now that our audit opinion has been given and a minute should be made to show that the Annual Return has been approved and accepted by the council. The issues arising report should also be presented to the council and an action plan produced, if required, to indicate how the issues raised will be addressed. The annual return and notice of conclusion of audit should be displayed in a conspicuous place for 14 days as soon as reasonably practicable and before 30 September 2014.

It was agreed that the BDO fee note (£252) be paid.

(Proposed D Haden, Seconded W Miles)

It was agreed that the Annual Return be approved and accepted.

(Proposed J Miles, Seconded W Miles)

With regard to the advertisement of the Conclusion of the Audit, the Clerk confirmed the Notice had been displayed in a conspicuous place on 28 September 2014 and she had emailed confirmation of this to BDO.

With regard to the issues arising from the audit, these were noted. W Miles said he would chase the closure of the old Barclays bank account.

It was agreed that the Clerk would send back the audit date range form with a date of 18/05/15 to 31/05/15 (display from and to), 01/06/15 to 26/06/15 (available from and to) and 29/06/15 (audit date).

The Clerk would also update the contact email address on the BDO form.

c) PCC Savings Consultation

The clerk advised that the following correspondence had been received from Pembrokeshire County Council:

A note re savings consultation. Last year the Local Government and Business Minister, confirmed that we would see a reduction in Government Grant of 4.2% for 2014/2015. An "indicative" figure of a further 1.5% reduction for 2015/2016 was also given. In response to this, we developed a cost reduction plan, designed at generating savings of £20 million over a two year period. It then listed the ways in

which they had saved money. You are invited to attend a drop in session to suggest ways to save money and these dates were Fishguard (Wednesday 8th October) and Crymych (Wednesday 22nd October).

d) North Pembrokeshire Transport Form

The clerk advised that they had received a News Briefing – September 2014 from the North Pembrokeshire Transport Forum. This was circulated and the contents noted.

e) Independent Remuneration Panel for Wales

The clerk advised that they had received the following correspondence from the Independent Remuneration Panel for Wales:

In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011 (“the Measure”) I am writing to inform you that the Panel's draft Annual Report, including proposals which would have effect for the municipal year 2015/16, has now been published on its website. A copy has also been sent to the Minister for Public Services.

An electronic copy of the draft Annual Report will be made available from 2 October 2014. In order to meet the requirement of the Measure to publish this report by 28 February 2015 any representations or comments that you may wish to make about this report should be received no later than 27 November 2014.

We have decided this year that there will be no increase in remuneration in 2015/16 given the continuing constraints on local government spending.

The Clerk printed off the relevant part of the Annual Report (10 – Payments to members of community and town councils). This was noted.

f) Ageing Well in Wales

The clerk advised that the following correspondence had been received from PCC:

The Welsh Government and the Older Persons Commissioner for Wales' office is launching a new programme of work called Ageing Well in Wales. This is being rolled out to the 22 authority areas. The overall aim is to promote positive attitudes and improve well-being of people aged 50+ and living in Wales by harnessing and supporting local action.

I would like to extend an invitation to a representative from your Community/Town Council to join us at an event which will give an opportunity to learn more about Ageing Well in Wales/Pembrokeshire programme and how we can work together to take forward the actions through the work of the Older Person's Strategy I Pembrokeshire.

The contents and enclosed leaflet were noted.

g) Digital Media Manipulation

Following the appointment of the new Clerk Digital Media Manipulation were requested to meet up with the new Clerk to go through the website and how to use Wordpress. This meeting was held at the Wolfscastle Country Hotel. An invoice was presented for £50. This was agreed to be paid by way of a cheque made

payable to D Haden who would then pay the money in cash to Digital Media Manipulation.

(Proposed W Miles, Seconded J Miles)

h) Pembrokeshire Area Committee/One Voice Wales letter and minutes of 15 July 2014

The Clerk informed the Council that the following correspondence had been received from One Voice Wales:

I write to confirm that a meeting of the Pembrokeshire Area Committee will be held at 7.00pm on Wednesday 24th September 2014 in Room 0DM1, County Hall, Haverfordwest. Please make every effort to attend. The letter also enclosed the minutes of the meeting of 15 July 2014.

7. Any other business

W Miles informed the Council of fly tipping on the road between Jordanston and Llangwarren.

8. Date of next meeting

The next meeting would be held on Monday 10th November at 7.30pm.

The meeting closed at 8.00pm.

Signed CHAIR