

**CYNGOR CYMUNED
LLANDDOWROR A LLANMILOE
COMMUNITY COUNCIL**

Minutes of the Meeting
Held at Llanmiloe Community Hall, Llanmiloe
At 7.30 pm on Monday 10 February 2014

Members Present:

Chairman: Councillor G Owen
Councillors: C B Dixon, W P Evans, M J Fear, J S Hewens,
G James, Councillor E M Lloyd, T Paradise,
W M Tucker

County Councillor: J Tremlett
Clerk: M J Cory

Minutes

- 1 **Apologies for Absence:** None
- 2 **Declarations of Personal Interest:** None
- 3 **Interview of Candidates FOR Co-option of North Ward Councillor**
- 4 **Minutes of the Ordinary Meeting held on 13 January 2014:** were approved by the Council.
- 5 **Matters arising from the Minutes of the Ordinary Meeting held on 13 January 2014:** there were no matters arising.
- 6 **Correspondence:**

28.14

- (a) CCC - Public Transport Seminar – Cllr T Paradise agreed to attend this Seminar, which takes place on Friday 14 February at County Hall, Carmarthen.
- (b) WG – Planning System Consultation – Details of the two part planning consultation may be found on the Welsh Government (WG) website.
- (c) CCC – Asset Transfer – A letter and Information Pack is available for Members from Cllr Kevin Madge regarding CCC's Asset Transfer Scheme.
- (d) Circular from the Domestic Abuse Service – identified the change of name and services offered by this service.
- (e) OVW – New Post Office Advisory Council: information was available for Members regarding this Council and OVW are asking for volunteers.
- (f) Walk for Life – The next Walk is on Sunday 27 April 2014.

7 Planning:

29.14 No Applications have been received since the last Meeting.

8 Finance and Accounts:

30.14 Accounts Paid: since last Meeting:

Date	Payee	Details	Amount £
13/01/14	M J Cory	Salary	312.00
	HMRC	PAYE	78.00
	L&DCA	Grass Cutting Llanmiloe	450.00
	SLCC	Annual Membership Fee	101.00
	C Thomas	Meeting Room – RDP Grant Payments	12,000.00
21/01/14	Page Designs	Meeting Room – RCI Grant Payments	1,000.00
	Barclays	Bank Charges	200.00

31.14 Accounts Due: It was **Resolved** to pay the following:

Payee	Details	Amount £
M J Cory	Clerk's Salary	312.00
HMRC	PAYE	78.00
M J Cory	Clerks Expenses	194.89
Howden's	Meeting Room – RCI Grant Payment	1,751.03
C Thomas	Meeting Room – RDP Grant Payment	6,000.00
CCC	Footway Lighting Charges 2013-2014	3,216.81
W3 Designs	Website Grant (ex VAT)	499.00

Initialed as Correct. 10th March 2014 1

32.14 Accounts Received:

Date	Details	Amount
05/02/14	CCC – Refund of RDP Grant	3,000.00
06/03/14	HMRC - Refund of VAT	848.52

33.14 Precept Requirement 2014/2015: The request for a Precept of £12,000 has been submitted to CCC.

34.14 Budget Monitoring: Expenses were monitored against the set Budget for 2013-14.

35.14 Bank Reconciliation: Members were presented with the current account balance and bank reconciliation as follows:

Bank Balance as at 13/01/2014	£6,090.76	(Cr)
Less Cheques Written	£3,771.00	(Dr)
Add Uncleared Cheques as at 06/02/2014	£ 80.00	(Cr)
Add Grant Payment from CCC/VAT Refund	£3,848.52	(Cr),
Reconciled Bank Balance at 06/02/2014	£3,751.72	(Dr)

36.14 Overdraft Facility- Barclays Bank: Confirmation has been received from Barclays that the Council's overdraft of £10,000 has been agreed and is subject to review on 24 May 2014.

37.14 VAT Refund: An amount of £848.52 has been re-imbursed by HMRC for VAT expenses.

38.14 Clerk's Expenses: It was **Resolved** to pay the Clerk's Travelling Expenses for 2012-13 (£96.30) and 2013-14 up to 31 Jan 2014 (£98.59) The Clerk reported that expenses for travelling, postages and telephone would be claimed on a monthly basis in future. The Clerk's personal mobile telephone will no longer be used for Council business from the new financial year. The Clerk stated that she would continue to pay for the Internet access from her personal funds and would continue to use her personal computer until the Council purchased their own.

39.14 Purchase of Stationery: It was **Resolved** to purchase paper, envelopes and Ink for Council administration with a limit of £100.

40.14 Purchase of (Grant Funded) Items for the New Meeting Room: It was **Resolved** that the Clerk continues to purchase items as approved by CCC Grant Funding.

41.14 Meeting Room Unexpected Expenses: The Clerk expressed concern that an Invoice and substantial Quotation had been received for additional work that needs to be carried out as a result of an Inspection by CCC that resulted in changes to the original, approved Plans: ie (1) Building Regulations expenses for Inspections £690.00; (2) Quotation from Builder for £2,614.05 re additional expenses incurred as a result of building inspector's visit. It was **Resolved** that approaches be made to CCC with regard to reducing these additional expenses.

42.14 Financial Risk Assessment: A copy of the Financial Risk Assessment for 2014-2015 was handed to Members for their scrutiny ready for adoption at the next meeting.

43.14 Insurance: The Clerk has informed Zurich Insurers that the Council's assets have increased this financial year and should be included in our policy. A copy of the Assets Register is available for Members.

44.14 National Savings Investment Account: There is £1,073.44 in this account with interest shown as £11.79 for the year 4th April 2013 to 1st January 2014. The Clerk informed the Council that it is common practise that reserves be between a quarter and a third of a council's precept and advised that once the New Meeting Room accounts are finalised, we place a percentage of each precept into the Investment Account. At the moment we have little backup in the case of an emergency.

9 Events:

45.14

- Buckingham Palace Garden Parties: 21 May/3 June/10 June – the application for attendance at this event has been submitted.
- Ecumenical Service of Commemoration: This will be held at Carmarthen Park on Sunday 3rd August 2014 at 2 pm.

10 Administration:

46.14 Public Conveniences, Llanddowror: The Lease has been finalised and it was **Resolved** that Land Registry be informed.

47.14 New Meeting Room Working Party: A meeting was arranged to have an update on building works and ordering furniture and equipment. Members were invited to attend on Monday 3rd March at 11 a.m.

48.14 New Website: It was **Resolved** to accept the Quotation for £499.00 plus VAT from W3 Designs for the setting up of the Council Website. The Grant Funding has already been received and the Website has to be paid for before 14 March.

11 Minor Repairs and Works:

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49.14 Pilgrim's Way (Venture Footpath) and Path from Ivy Cottage to Pedestrian Bridge: CCC has supplied the Clerk with maps and further details regarding issues concerning both paths. It was **Resolved** that a Site Meeting be arranged with the landowner, CCC, Members of the Community Council and the A477 Trunk Road Contractors.

50.14 The Pound and History of Village Sign: This matter has been brought to the attention of Llanddowror Community Association.

51.14 Flooding: It was **Resolved** to send a letter to the manufacturers of the Individual Flood Protection (Floodgates) identifying improvements that could be made to further enhance the effectiveness and suitability of the products. Llanddowror escaped recent flooding. It was reported that there were sewage issues however, and Clerk to be informed of details.

52.14 Part-night Lighting: A list of all the lights in the community was handed to Members. In response to reporting by members of the public, Councillors can telephone CCC direct and get the job done straight away.

53.14 Waste bin lid (Craig-y-Deilo Road): This has now been replaced.

Llanmiloe

54.14 Coastal Path: The response from CCC stated that there is a spraying schedule in place but the Council considered this inefficient.

55.14 Dead Tree etc near Social Club, Trees along front and near School: Clerk to contact the Tree Preservation Officer, CCC, Planning Conservation Department. It was reported that all trees in the Llanmiloe area need attention and it was **Resolved** to request a Site Meeting with CCC and Council Members.

56.14 Handrail along 'Bus Stop path: The Clerk is still waiting for a response from CCC.

57.14 Guttering on 'Bus Shelter (Westmead Close): CCC to be contacted, as this is now a Health and Safety hazard.

58.14 Clearing of Pills: It is hoped that a meeting can be arranged to determine ownership of the pills and possible work that needs to be done.

59.14 Clearing of debris around Brook: This work was promised before Christmas 2012 but has still not been addressed.

60.14 Land between Dukes Meadow and Wood End: It was **Resolved** to address this at a later meeting.

61.14 Llanmiloe School Governing Body: Cllr M J Fear attended the Meeting on 29 January and reported that there was a proposal to amalgamate with Tremolet School. Further Governors' meetings are to be arranged to discuss this.

12 Any Other Business (for Discussion at the next Meeting).

13 Date and Time of Next Meeting: 7.30 pm on Monday 10th March 2014, Talfan Farm, Llanddowror.