

# LLANTWIT FARDRE COMMUNITY COUNCIL CYNGOR CYMUNED LLANILLTUD FAERDREF



## **Minutes of the Llantwit Fardre Community Council Meeting held at 7pm on Tuesday 26 June 2018 at the Council Office.**

**Present:** Councillors J. James (Chairperson), S. Bistro, R. Butler, M. Diamond, B. James, C. Johnson, A. Raines, G. Stacey, T Handley, N Tizard-Lee, L Walker and A. Watts.

**In attendance:** Gethin Williams-Acting Clerk and Executive Officer.

### **1.Apologies**

None required-full attendance

### **2.Declarations of Interest.**

None received

-A member of the public expressed concerns and reservations regarding the proceedings at the AGM and that the agendas and minutes on the Council website had not been updated,

-another member of the public asked whether the Council had any plans to provide defibrillators in its area-the Chairperson said he would respond when giving his report,

-A member of the Station Road and Duffryn Bach Allotment Association complained that the letter from the Association had not been acknowledged-the Clerk apologised and acknowledged receipt and to send a copy of the letter to members. A Councillor also complained that the toilet at the Allotments was unusable. A robust debate followed as to what had been agreed before purchase and the Council's responsibilities after its purchase compared with those of the Association,

An issue was raised regarding repairing and providing additional facilities at Ty Coch playground and referred to a letter he had forwarded to all Councillors-further discussion on this item see later.

#### **4.Minutes**

**The minutes of the following Council and Committee Meetings were approved and where appropriate agreed and adopted.**

(a) Council Council's AGM 29 May 2018 but with the amendment of the July meeting to 31 July and the addition of the following Council meeting dates in 2019 namely, 29 January, 26 February, 26 March, 30 April and 27 May.

(b) Appointments Committee 18 June 2018.

#### **5.Police Report**

##### **RESOLVED**

To note the reports from the Tonteg and Llantwit Fardre/Efail Isaf areas and to request that a Police Officer attends the next Council meeting and provide policing details in the Council's area.

#### **6.Acting Clerk and Executive Officer's Report**

##### (A) Annual Return 2017/2018

Members received a copy of the draft completed Annual return for the year ended 31 March 2018. The Clerk referred to the Annual Governance statement and it was pointed out that the Auditors had "ticked" affirmatively the 11 issues requiring responses.

Also included were the Council's Income and Expenditure Account, Bank Reconciliation and Balance Sheet for the year along with the Annual Return to forward to BDO the externally appointed Auditors by the 30 June 2018 (the external auditors had agreed a time extension).

The Clerk also mentioned that on the Annual Return as the Responsible Financial Officer he had certified the relevant part of the document by signing and dating the approval and certification section on page 4 prior to the meeting.

##### **RESOLVED:**

(a) To note the report,

(b) To note and agree the internal Audit Report and the comments prepared and

produced and to record them in the minutes,

(c) To note and agree the assertions of the Annual Governance Statement in Part 1 and Part 2 and

(i) the Accounting Statements for 2017/8 including details of the Income and Expenditure Account, and Bank Reconciliation details for the year ended 31 March 2018;

(ii) the Balance sheet as at 31 March 2018; and

(iii) the supporting notes to the Annual Accounts 2017/8 and certified that the necessary tasks had been undertaken correctly.

(d) Having considered the Annual Return to authorise the Chairperson (and if required additionally, the Clerk) to complete sign and date the appropriate page of the Annual Return and to forward the document and the additional information requested to BDO by the 30 June 2018-it was noted that the Clerk had already "certified" the relevant part of the document by signing and dating the approval and certification section on page 4 prior to the meeting,

(e) In due course to publish details on the Council website and any other action required regarding inspection.

(f) To authorise the Clerk in consultation with the Chairperson and Deputy Chairperson to complete and forward any other information/amendments required by BDO.

#### (B) Renaming of the Parish Hall

Members considered a letter received which suggested that for historical reasons and for the gift by Andrew Carnegie and which had funded the building as a library that the Hall be renamed.

#### **RESOLVED**

To rename Building as "The Carnegie Parish Hall"

#### (C) Public Spaces Protection Order-Dog Patrol

Members considered the letter and proposal received from RCTCBC and the Clerk's comments regarding what costs may be payable.

#### **RESOLVED**

Before deciding to take advantage of the suggestion to await the response from RCTCBC listing the Council's costs before becoming involved in the proposal.

(C) Annual Playground Report

The correspondence referred to above from the member of the public was considered as was the Clerk's report. Concerns were expressed regarding the limited powers of Council staff to "pick up" "dog mess" on Council land.

**RESOLVED**

- (a) To invite the playgrounds officer from RCTCBC, who deals with playgrounds and facilities provided, to a Council meeting to advise what play items could be provided at its play areas,
- (b) Before deciding what action to take on items requiring remedial/maintenance to obtain cost details particularly with regard to the Ty Coch Playground and for children with additional needs.

**7. Finance- Budget against Actual spend-April and May 2018, and Income and Expenditure-April and May 2018.**

Copies of the spends and expenditure spreadsheet had been circulated before the meeting by the Clerk

**RESOLVED**

To note the budget against actual spend-April and May 2018, and the Income and expenditure-April and May 2018.

**8. Details of planning applications received from RCTCBC.**

**RESOLVED**

To note the applications

**9. Chairperson's Announcements/Report**

Councillor J. James reported that the Council needed to publish a Newsletter, to set up a Facebook page, draft a "place plan" to feed into RCTCBC's planning policies and to re-examine the Council's CIL proposals commented on the need for a review of the Council's playgrounds and play facilities and to be involved in the process, that additional events should be held in the community, the need to relook at the use of the Council's facilities, before the 11 November 2018 if possible benches or silhouettes to commemorate World War 1, and that he would report back regarding providing defibrillators in the community council's area.

The meeting finished at 7.40pm.

Signed

Councillor J. James, Chairperson