

Gladestry Community Council.

Minutes of the ordinary meeting held on Monday 18 May 2020
in Gladestry Village Hall

Present. Mr Derrick Carrington (Chairman), Mr Ian Ball, Mr Viv Lloyd, Mr Joseph Alman, Mr Gareth Croose and Mr Kenneth Waugh (Clerk).

1. Apologies. Ms Jane Bisby sent her apologies for non-attendance.

2 Minutes of the ordinary meeting held on 16 March 2020

Ian proposed that the minutes from the meeting were agreed; Viv seconded, and Councillors approved the minutes, which were then signed.

3. Matters arising from the ordinary meeting held on 16 March 2020.

- i. Village Hall refurbishment. Viv informed Councillors that work on the floor in the bar area was not yet complete, but that good progress was being made on the exterior refurbishment and redecoration.
- ii. Signage for the public lavatory. The Chairman had nothing new to report on this outstanding item.

4. Planning.

No new planning applications had been received since the last meeting.

5. Finance.

- i. The current balance is £3811.
- ii. Councillors approved the most recent payment of £364.25, which was the Clerk's salary and annual expenses. Councillors also authorised a payment of £66 for village hall hire for Council meetings during the year 2019-20.
- iii. A budgetary control sheet was issued with the agenda.

6. Correspondence.

Other than the email correspondence listed with the agenda, there was no correspondence to report.

7. Business matters.

- i. Play area. The Council had not received any further communications from the Hall Trustees or anyone acting in their stead regarding the insurance of the play area; the Clerk reiterated his understanding from emails he had been copied into that an insurance quotation had been received by the Trustees.

After some inconsequential discussion, Viv, acting in his role as a hall committee member, suggested that it might be helpful to have a joint committee to resolve the issues surrounding the administration of the play area. Councillors agreed, and Gareth proposed that Joseph should be the Council's representative on this committee. This was seconded by Ian, and agreed by Councillors.

ii. Local auditor's comments on this year's audit.

a. Continuity. This relates to the procedures for maintaining Council business should the Clerk be incapacitated or leave suddenly. Councillors agreed that, in the first instance, a neighbouring Council Clerk would be contacted and asked to provide temporary support until our Clerk resumed duty or until a replacement could be employed; and failing help from this source, previous clerks to Gladestry Community Council would be asked to assist. Councillors were confident that these measures would provide continuity of functionality.

b. Councillors' Register of Interests. The Clerk reminded Councillors present, and by email to those absent, that he should be notified of any changes to their Interests.

c. Website management. The local auditor was concerned that, although the website was in order in terms of inappropriate and out of date material, it was not obvious who had responsibility for this, and for the actions taken to manage website operations. In fact, these functions were overseen by the Clerk working closely with the website administrator, Bob Terry. In order to consolidate the processes, Councillors agreed the following actions:

the website would publish a management statement which identified areas of responsibility;

the Clerk's job description would be amended to reflect this role; and

website management would be a regular agenda item.

iii. Community grants. The Clerk outlined the current position: he had sent application forms containing a statement about the absence of a return date due to the Covid situation to St Mary's Church, Newchurch; Graeme Croose; the Parent and Toddler Group; and Gladestry School. He had already received completed forms from St Mary's, Gladestry and St David's, Colva. Gareth asked if St Michael's could be included and the Clerk supplied him with an application form.

From the applications received, Councillors made the following decisions from the proposal by Viv and the seconding by Ian:

St David's, Colva requested £200 towards churchyard maintenance and were awarded £200;

St Mary's Gladestry requested £200 towards churchyard maintenance and were awarded £200;

St Mary's Gladestry requested £200 towards the running costs of the public lavatory. A decision on this was deferred until a date when the facility was operational once more.

- iv. Local places for nature. Councillor briefly discussed this initiative from Keep Wales Tidy and decided that involvement would be very bureaucratic for any gains made.
- v. Gareth gave a brief update on the position of Mrs Morris' replacement as head of Gladestry School, which was that an appointment had now been made.

8. The next meetings will be on Monday 20 July 2020 at 7.30pm.

Signed

Dated