

**DALE COMMUNITY COUNCIL
MEETING
AT
THE JUBILEE SUITE, DALE.
ON
18th APRIL, 2016.
AT
1900HRS.**

Present: Mr L Jones (Chairman); Mr P Garnish; Mr A Truelove; Mrs T Warlow; Mr H Bishop (Clerk); Mr D Nockels (Deputy Clerk).

In attendance: Nil.

Apologies for absence: Mr P Morgan; Mr M Reynolds..

- 1. Minutes of the meeting of the Council held on 7th March, 2016** – the Minutes of the meeting of the Council held on 7th March, 2016 were agreed as a correct record and it was agreed that the Minutes should be placed on the website.

Action: Deputy Clerk to arrange with website.

- 2. Matters Arising** – it was noted that all matters arising from the Minutes of the last meeting of the Council have been included in the Agenda for discussion at this meeting.
- 3. Declarations of interest** – at the request of the Chairman, the Clerk reminded the Community Councillors of the obligation on them to declare any interest that they may have in matters for decision by the Community Council. The obligation on those with a “prejudicial interest” to leave the room while such matters were discussed was noted.

4. Progress Reports.

- a. Sewerage stinks issues** – it was noted that there has been no report of any stinks incidents during the past period – which included the Easter holiday. There has, however, been no monthly report from DCWW covering the March, 2016 period. [Post Meeting Note: DCWW have reported on 19th April, 2016 confirming that they have conducted regular maintenance works during the month of March, 2016 and that they carried out inspections on 1st March, 2016, 9th March, 2016, 21st March, 2016 and 24th March, 2016. Nothing adverse was noted and there were no reported incidents.]
- b. One way system abuse** – Cemetery corner – it was noted that there has been no report of progress.

Action: Clerk to monitor.

It was noted that an Edwards bus was observed by Mr Morgan to exit the village the wrong way through the narrows by Brook Cottage on 26th March, 2016. The Clerk has reported the incident to the police and to Mr Edwards. Mr Edwards has reported that he has investigated the incident and confirmed that it had, indeed, occurred (caused when a parked vehicle blocked Castle Way preventing access for the scheduled bus service – the bus driver had arranged for a colleague to monitor the road ahead in order to ensure safe

passage through the one way system). The response from Mr Edwards has been reported to the police who have not yet reported on their discussion with Mr Edwards.

Action: Clerk to monitor.

- c. **Village maintenance issues – review** – this review had taken place immediately before this meeting. The Clerk was asked to prepare a report of the findings for review / allocation of tasks etc at the next meeting.

Action: Clerk to report to next meeting.

Grass cutting – it was noted that the County Council’s grass cutting contractors are cutting the grass infrequently and not collecting the – substantial – cuttings.

Action: Clerk to request improved service and report to next meeting.

- d. **Car Park issues** – it was noted that the County Council has reported that they have done the remedial work to minimise flooding at the car park. It was also noted that the car park is looking tidy and well tended. However, it was reported that one of the parking charge machines was malfunctioning recently and several visitors had received penalties – a poor welcome to a tourism destination. It was noted that there are two machines and that the facility to make payments does exist even if one machine is out of action. However, it is noted that there is no sign pointing out the presence of the alternative machine, which may be hidden from sight. The Clerk was asked to request improved signage.

Action: Clerk to request County Council and report to next meeting.

- e. **Pontoon – markings / notices** – it was noted that the pontoon is now in place. The notices have been installed and the yellow markings have been done. It was noted that the cost of the marking tape had been paid by Mr Truelove - £72.07 – and the Clerk was instructed to arrange to reimburse Mr Truelove for this expenditure and confirm to the next meeting.

Action: Clerk to arrange payment and confirm to next meeting.

- f. **Broadband issues** – it was noted that there has been no progress on this issue since the last meeting. It was agreed that the Deputy Clerk should establish contact with Mr Edgington and coordinate efforts with him.

Action: Deputy Clerk to contact providers and report to next meeting.

- g. **Floodgate issues** – it was noted that the flood gates were deployed on 9/10 April, 2016. There are no reports of flooding in the village despite the high tide and easterly winds.

The Deputy Clerk reported that there has been no progress since his review with Natural Resources Wales. The replacement equipment has not yet arrived. He was asked to remind NRW and report to the next meeting. It was noted that the notices have been put in place.

Action: Deputy Clerk to monitor NRW and report to next meeting.

Stones on the slipway – it was noted that the recent deployment of the flood gates had left a residue of stones on the slipway. The Clerk was asked to seek assistance from Mr Reynolds or other operator of the necessary equipment.

Action: Clerk to arrange clearance of stones and confirm to next meeting.

- h. Slipway** – it was noted that the County Council treated the weed / algae on the slipway before Easter (just) and that the surface is no longer slippery. However, it was noted that the slipway has suffered damage / deterioration in the recent past and that there are significant trip / fall hazards. The Clerk was asked to draw this to the attention of the Yacht Club, the Castle Estate and the County Council requesting repair / warning notices.

Action: Clerk to report damage and report to next meeting.

- i. South Hook CHP – proposed development** – it was noted that SHCHP have reported that they have decided to abandon this project and that the proposed development will not go ahead.
 - j. Mud on the Milford Haven / Dale road** – it was noted that, following pressure from the County Council, Cllr Owens, the Clerk and residents, the police have met with the management of the relevant farms and issued a final / formal warning that it must be cleared and not repeated. The next offence will be prosecuted.
 - k. Events – EnduranceLife April 2016** – it was noted that the event will take place on 30 April, 2016. Past runnings of this event have passed off without difficulty to the village. It was noted that the Clerk has asked the organisers to draw attention to the facilities/ restaurants etc of Dale in their briefing documents.
 - l. Coronation Hall** – it was noted that, following a formal mediation, the dispute with the contractors has been settled and a payment of about £22,000 plus vat has been made by the Coronation Hall committee – the original claim by the contractors was for about £72,000 plus vat.
- 5. Dale Forum** – it was noted that the funding for Dale Forum has run its course and that the Forum has asked participating organisations to contribute towards the cost of continuing – a sum of £10.00 has been suggested. The Clerk was asked to report to the Management Committee of Dale Forum that there is some reluctance to contribute because of uncertainty as to what the Forum does – its activities are not reported to the village community and seem “secret”. The Clerk was asked to request an explanation from Dale Forum as to what they do for the village community – as opposed to interest groups of residents.

Action: Clerk to report to Dale Forum and confirm to next meeting.

6. County Council matters – there was no report.

7. Planning matters.

- a. Local Development Plan** – it was noted that the latest six monthly progress report on the Local Development Plan has been received. There has been no progress in Dale.
- b. Others** – nil..

8. Finance.

a. Receipts	-	nil
Payments	-	£90.14 – D Nockels – pontoon – approved 7 th March, 2016 – item 5(e). £44.00 – A Truelove – pontoon – approved 7 th March, 2016 – item 5(e)

N.B. The Cheque £90.14 is reported as unpresented at 31st March, 2016(the end of the financial year).

b. Balance - **£1,526 approx.**

N.B. It was noted that a cheque of £90.14 has not been presented and that the true level of uncommitted funds is £1,435approx.

c. Bank accounts – the Deputy Clerk confirmed that his application to join the list of approved signatures is being progressed, but it was noted that the authorised signatures in place at the moment are Messrs Jones, Morgan and Bishop.

Action: Deputy Clerk to finalise and report to next meeting.

d. Insurance Renewal – deferred.

e. Audit arrangements – it was noted that the Clerk has not yet received any contact from the new External Auditor (Messrs Grant Thornton) and is not able to report on their exact requirements, although a copy of their DRAFT Guidance document was circulated and noted.

f. DRAFT Accounts – 2015 / 2016 – the DRAFT Accounts for the Financial Year 2015 / 2016 were circulated in advance of the meeting, together with a Statement of Significant Variances, a Bank Reconciliation Statement and a Provisional Report from the Internal Auditor. The accounts were approved for submission to the Annual General Meeting.

g. Annual Governance Review – it was noted that, in the absence of any guidance from the External Auditor, this item was deferred.

h. Internal Audit – it was noted that the Internal Auditor has conducted his audit – so far as he is able to do so – and has found the accounts to be in order up to this point in the process. His Provisional Report was circulated and it was noted that the Internal Auditor is not able to complete his review until he has seen the signed Minutes for the meeting of the Community Council on 7th March, 2016 – it was noted that the DRAFT Minutes of this meeting have been agreed (Item 1 of this meeting). The Clerk was instructed to pass the signed copy of those Minutes to the Internal Auditor – together with such governance review as may be required by the External Auditor.

Action: Clerk to complete Internal Auditor's information and confirm.

9. Annual General Meeting arrangements.

a. Date – Monday, 23rd May, 2016.

Time – 1900hrs

Place – The Jubilee Suite.

b. Nomination of Officers – The Community Council nominated Messrs L Jones, P Morgan, H Bishop and D Nockels for appointment at the AGM as (respectively) Chairman, Deputy Chairman, Clerk and Deputy Clerk..

The Clerk was asked to report these nominations in Peninsular Papers and to invite nominations from residents.

Action: Clerk to invite nominations.

It was noted that the Clerk wishes to retire from his office after the 2017 election / AGM
A replacement is required.

c. DRAFT Agenda – a DRAFT Agenda was circulated and approved.

10. Correspondence – nil

11. Any Other Business.

a. Speed bumps at “Coldstream” – it was noted that some residents have asked for a speed bump to be installed at “Coldstream”. The Clerk was asked to make enquiries with the County Council.

Action: Clerk to enquire and report to next meeting.

b. Facebook site – it was noted that the Community Council does not have Facebook or other social media facilities. The Deputy Clerk was asked to investigate and report.

Action: Deputy Clerk to investigate and report to a later meeting.

c. CC TV – it was noted that the cost of a basic CCTV system to monitor the one way system at Brook Cottage could be significantly less than the cost suggested by PC Dunn at the last meeting. This would be a useful facility to identify vehicles concerned, but would also provide evidence to assist in other matters such as theft (e.g. outboards or other equipment can be purchased for £350 / 400).

Action: Clerk to investigate with County Council and police and report.

12. DATE OF NEXT MEETING

MONDAY, 23rd MAY, 2016.

AT

THE JUBILEE SUITE, DALE

AT

AFTER THE ANNUAL GENERAL MEETING.