

Gwehelog Fawr Community Council Minutes Meeting Number 368

Venue: Gwehelog Village Hall on 29 May 2019 at 8.35pm

Present: Chair : Cllr.S Carbury, (SC) Cllr.J.Kershaw (JK), Cllr. R.Carbury,(RC), Cllr. M Godwin (MG) Cllr. R. Marfell (RM) Cllr. J. Bayliss, (JB) Cllr.C.Kirby, (CK),

In attendance: the Clerk Ms. Awni, (NA), MCC County Councillor V Smith (VS)

Members of the Public attending 0 (Note: Monmouthshire County Council is MCC)

Item No.	Item	Action
1	Apologies for Absence: Declarations of Interest - None declared	
2	Approval of the Minutes from the previous meeting no.368 held on 24 April 2019 at 8.00pm. There were no proposed corrections to the minutes and they were approved as a correct record proposed by Cllr JK seconded by Cllr RC. Minutes were signed as approved by the Chair.	Clerk to circulate
3	Matters arising from the minutes of the last meeting : a) Highways – Missing signposts – the Clerk had requested an update from MCC and it was confirmed that they are currently designated low priority to replace b) Drain cover issues - resolved	
4	MCC update : Cllr VS gave the following update: <ul style="list-style-type: none"> • Economy and Development Select Committee held an informal useful meeting • Lisa Dymock is now Chair of the Strong Communities Select Committee • Air Quality in Usk is below notifiable readings but parked vehicles are still an issue for both air quality and traffic management • Attended the launch of Partnership Engagement at Malpas Fire Station excellent turnout Climate champions are being established • Opted not to sit on committees as an independent rep. but do attend as an observer. • Spoke on planning matter in Usk as their member had declared an interest. • Village Hall- a new noticeboard produced by the Red Shed • Missed the Chairman installation for the second time in 32 years <p>The Vice Chair asked for an update on the progress of the judicial review which it was confirmed, has yet to be finally determined.</p>	
5	Finance and governance – <ul style="list-style-type: none"> • The 2018-9 Internal Audit report and bank reconciliation details had been circulated prior to the meeting in order that members had an opportunity to consider the details contained within the report. Members were asked to receive and accept the Internal audit report and findings contained within the report for 2018 -2019 and the report was duly accepted. • VAT refund – the Clerk notified members that the request to HMRC for the reimbursement of VAT for 2018/9 had been returned with details of the new process for obtaining refunds. The Clerk has now completed this and an automatic debit is expected. Details were circulated to members. • Financial position 2019/20 – A list of regular payments for 2019/20 had been produced by the Clerk and circulated to members. The income and expenditure details for April and May were circulated prior to the meeting. Members were asked to review and approve May 2019, invoices and expenditure for clerk pay, postage and renewal of the Council Insurance Policy. It was proposed by Cllr MG and seconded by Cllr JK that the expenditure be approved for payment. The account balance was checked against the passbook and the balance of £4002.45 was initialled by the Chair. Authorised signatories duly signed expenditure slips. 	Clerk to action Clerk to action

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	<ul style="list-style-type: none"> It is expected that the Precept payment of £1500 due to be paid on 30 April will be in the account for May balance. 	
6	<p>Approval of the 2019 Annual Return and the external audit timetable Details of the requirements for completion of the Annual return and Governance statement had been previously circulated to members. Members had also received a copy of:</p> <ul style="list-style-type: none"> the Internal audit report and bank reconciliation explanation of variances by budget line between 2017/8 and 2018/9 expenditure the draft annual return Working group - a copy of the Policy and an explanation of the function for the auditors <p>The auditors are made aware that the Council does not have formal committees in place, but a working group is in operation at times for specific tasks that can then be placed before the full Council for any decision making. A letter drafted to this effect, was signed by both the Clerk and the Chair. The Council members approved the accounting statements and annual governance statement.</p> <p>It was proposed by Cllr RC that the Annual Governance return be signed and this was seconded by Cllr JK. The Annual Return was signed by the Chair on behalf of the Council. Copies of the accompanying documents were duly signed by both the Clerk and the Chair. The return will now be submitted to the External Auditors.</p> <p>The Vice Chair noted that the return is obtainable electronically.</p>	Clerk to action
7	<p>Highways - The Vice Chair confirmed that he would send the Clerk photographs of road repairs required, for reporting to MCC Members reported that MCC waste collections have now settled down and that the initial teething problems have been resolved.</p>	Vice Chair and Clerk to action
8	<p>Reports - The Village Hall report was circulated prior to the meeting</p>	
9	<p>Planning matters: Appeals notified were not within our area. No planning matters to report</p>	
10	<p>Questions from the public – No members of the press/public present</p>	
11	<p>Correspondence : A Correspondence list will be sent prior to the next meeting. Email received from a visitor to the area re the condition of the Chainbridge, litter in the surrounding area and the speed allowed on the stretch of road. MCC have been notified of the concerns raised</p>	Clerk to b/fwd
12	<p>Events and training : The Clerk reported that an opportunity to undertake the CiLCA qualification through the Society for Local Clerks (SLCC) with a Welsh government bursary had been identified. The application to the SLCC had been supported and accepted. It should provide helpful development and underpinning knowledge to carrying out the Clerk and RFO duties.</p>	
13	<p>Matters for the next meeting:</p>	
	<p>The meeting was declared closed at 9.15pm Next meeting : 26 June 2019 at 8.00 pm</p>	