

Peterston-super-Ely Community Council

Cyngor Cymuned a Llanbedr-y-Fro



Minutes of the multi-location Council Meeting held at 7:30pm
on the 10 July 2023.

Present: Councillors: D Cross, CHAIR,
John Drysdale, S Firth, Darren Meir,
David Moody-Jones, and Huw Potter.

Also Present: Catherine Craven, Clerk.

94. In the absence of Councillors A Phillips and D Cross, Councillor D Moody-Jones was nominated Chair.
95. An apology from Councillor Abigail Phillips was noted.
96. Declarations received.
Councillor S Firth "I am the Chair of Wyndham Park Residents Association"
Councillor D Moody-Jones "I am a Member of the Wyndham Park Residents Association"
97. No person the public and press were present.
98. The Chair welcomed Councillor M Morgan to the meeting. Councillor Morgan reported that a 20mph speed limit was confirmed for parts Peterston Super Ely. The Vale of Glamorgan is still in the first stage of drafting the Local Development Plan and there will be a consultation as the process moves forward. Councillor Morgan has not yet been able to establish the ownership of land at the entrance of Wyndham Park.
Councillor H Potter reported the culvert drains needed to be cleared following the recent heavy downpours. Councillor Morgan agreed to follow that matter up with the relevant department.
19:45 Councillor Cross arrived at the meeting. He thanked Councillor Moody-Jones and the took the Chair.
Councillor M Morgan left the meeting.
99. It was **AGREED** that the minutes of the meeting held on the 12 June 2023 were confirmed as correct and duly signed by the Chair.
100. No applications for the vacancy in the office of Councillor had been received.
It was **AGREED** that the vacancy be advertised again in the Parish Magazine and on the village Facebook.
101. Correspondence from the Vale of Glamorgan listed below were noted;
 - a) Summer Event;
 - b) Vale Public Services Board/Town and Community Council Exchange meeting;
 - c) TRO Public Consultation Open - Proposed Exceptions to Wales 20mph Default Speed limit;
 - d) Standards Committee - Applications for dispensation.
102. Councillor S Firth was nominated to represent the Council along with at least one other member of the Council, yet to be agreed, for a long awaited site meeting with the Vale of Glamorgan Environment Services Department.
103. No comments were made for the planning application;
 - a) Planning Application No. 22019/01421/RES (HW)
Location: Renishaw Plc, Miskin Business Park, Miskin
Proposal: Application for the approval of reserved matters (appearance, scale, layout, access and landscaping) for the first phase of development relating to Zones A, W, Y and Z providing 33,909 sqm of employment floorspace (Use Class B1)..
104. It was **AGREED** that the following payment be approved;

Signed:

CHAIR

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abigail phillips

Date: 30/09/23

	Payments to authorise for July 2023	£
36	Unity Trust Bank Service Charges	18.00
37	4Seasons JUNE Invoice	718.80
38	Village Maintenance - Asghar Ghanbarzadeh	965.00
39	Orbits IT (24136) May	32.66
40	Orbits IT (24212) June	32.66
41	Reimbursement of admin supplies	60.50
42	Edenvale	125.00
43	Summary of Clerks Salary and Expenses	436.24
44	Total Pensions Remittance	99.60
45	ID mobile – <i>Direct Debt</i>	5.00

The Clerk reported that Ashgar Ghanbarzadeh was not able to provide a VAT receipt for materials purchases on this occasion.

105. It was **AGREED** that the Bank Reconciliation to the 30 June 2023 presented be accepted and approved. *Appendix 1*
106. It was **AGREED** that the Clerk be delegated powers during the August recess to prepare payments for those expenditures anticipated shown in *Appendix 2*. With an additional 10% margin for increase for those estimated costs based on actuals from previous years.
107. In line with its statutory duty to review the financial position against the approved budget periodically through the financial year the Council examined the First Quarter Budget Monitoring Report 2023. Spending plans were proceeding as hoped. It was noted that two budget headings showed spending was higher than anticipated: Members Allowance and Pension Contributions.
The Members Allowance did not have a budget allocated for 2023-24. Three Members had received Remuneration.
It was **AGREED** that a budget for Members Allowance will be included for the next financial year.
108. It was noted that the Pension Contribution budget did not include the one-off contribution for the total sum in the 2022-23 financial year. The Clerk had sought assistance from the Pension Fund and a concession had been granted to allow backdated contributions from the previous financial year totalling £1,131.56 to be made.
109. PCSO Davies was not in attendance but had provided a report on crime report which was noted by Council.
Councillor D Moody-Jones attended a Cuppa with a Coppa session and raised the issues of reporting road user incidents. A reporting method using a QR code was discussed, and this has been shared with Members.
The Clerk reported a response to the request to discuss further the speeding and other road related issues from the Police Commissionaire had been received which include; *'the issues raised relate to operational Policing matters which the Commissioner suggests need to be raised with the local neighbourhood policing team.'*
110. Councillor S Firth requested to attend the Diolch am 20/Thanks for 20 webinar on Monday 17th July.
111. Correspondence from One Voice Wales listed below was noted: -
- Care Inspectorate Wales (CIW) -- Job vacancies;
 - Stakeholder Letter - Infrastructure (Wales) Bill 2023 (002);
 - Consultation on extending the term of office for the Older People's Commissioner for Wales from 4 to 7;
 - FREE garden packs from Local Places for Nature;
 - Historic Environment Update 28;
 - Infrastructure (Wales) Bill 2023;
 - Innovative Practice Conference - Facing the Challenges of a Demanding Future 05_07_23;
 - Invitation Get ready for 20mph;

- i) JULY 2023 TRAINING DATES;
 - j) Procurement Bill Secondary Legislation Consultation Launch – Part One;
 - k) Vacancy- Board Associate - Welsh Revenue Authority;
 - l) Sustainable Drainage Feasibility Grant;
 - m) Keep Wales Tidy - training and contract services survey for Town and Community Councils;
 - n) Climate Change and Nature Action Guide for Community and Town Councils in Wales.
112. Correspondence listed below was noted:
- a) GVS Health Social Care & Wellbeing ebulletin 23.6.2023
 - b) GVS Community Anchor Development Programme
 - c) Bupa Foundation Green Community Grants
 - d) Peterston Super Ely CiW Primary School
 - e) South Wales Fire Service HAVE YOUR SAY!
 - f) GVS Tiny Forests in Wales
 - g) Planning Aid Wales – Training events
 - h) 20 is Plenty Zoom with Deputy Minister Lee Waters MS
113. It was **AGREED** to proceed with the replacement and installation the floodlights at the MUGA at a cost of £3,365.00.
114. It was **AGREED** that a Working Group consisting of Councillors Abigale Phillips, David Cross and John Drysdale begin work on drawing up a work schedule.
115. It was **AGREED** to proceed with the repair to the gate in the play area. An estimated cost of £450.00 was provided by the garage.
116. It was **AGREED** that a Working Group consisting of Councillors Abigale Phillips, David Cross, J Drysdale and S Firth oversee the planning of the Community Consultation Event in September.

Meeting ended 9:16pm

Signed:

CHAIR

abigail phillips

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Date: 30/09/23

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
	30/06/2023		43,291.89
			<hr/> 43,291.89
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			43,291.89
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			43,291.89
		Balance per Cash Book is :-	43,291.89
		Difference is :-	0.00

Time: 13:18

Bank Reconciliation up to 30/06/2023 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
15/05/2023	BACS	7.92		7.92		R <input type="checkbox"/>	HMRC
12/06/2023	BACS #P27	1,390.37		1,390.37		R <input type="checkbox"/>	BHIB Insurance
12/06/2023	BACS #P28	531.17		531.17		R <input type="checkbox"/>	Clerks Salary and expences
12/06/2023	BACS #P29	496.50		496.50		R <input type="checkbox"/>	Abigale Phillips
12/06/2023	BACS #P30	21.16		21.16		R <input type="checkbox"/>	Welsh Water
12/06/2023	BACS #P31	111.22		111.22		R <input type="checkbox"/>	Clerk Salary Pension May 2023
12/06/2023	BACS #P32	420.00		420.00		R <input type="checkbox"/>	4Seasons
12/06/2023	BACS#P27	-1,390.37		-1,390.37		R <input type="checkbox"/>	BHIB Insurance
13/06/2023	BACS #P33	350.00		350.00		R <input type="checkbox"/>	Edenvale
21/06/2023	BACS#P35	1,306.96		1,306.96		R <input type="checkbox"/>	Zurich Insurance
23/06/2023	DD#34	5.00		5.00		R <input type="checkbox"/>	ID Mobile
23/06/2023	#R8		100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
23/06/2023	#R9		100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
24/06/2023	DD.#P21	5.00		5.00		R <input type="checkbox"/>	ID Mobile
24/06/2023	DD.#P21	-5.00		-5.00		R <input type="checkbox"/>	ID Mobile
30/06/2023	#P36	18.00		18.00		R <input type="checkbox"/>	Unity Trust Bank
30/06/2023	BACS#P27	1,390.37		1,390.37		R <input type="checkbox"/>	BHIB Insurance
30/06/2023	BACS#P27	-1,390.37		-1,390.37		R <input type="checkbox"/>	BHIB Insurance
		<u>3,267.93</u>	<u>200.00</u>				

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Miss Catherine Craven
11 Lilac Drive
Llantwit Fardre
Pontypridd
CF38 2PH

Date: 30/06/2023

Account Name: Peterston Super Ely Community Council

Swift Code (BIC): NWBKGB2L

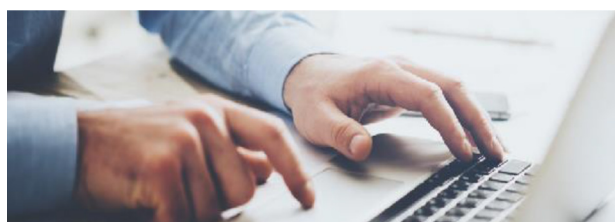
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20463261

Your arranged overdraft limit is £0.00

We're delighted to announce the launch of our new Online Banking service, featuring exciting changes and updates. To utilise this new Online Banking service at the earliest opportunity, look out for your email invitation.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Contact Us

 Call us: **0345 140 1000**

 Email us: **us@unity.co.uk**

 Visit us: **unity.co.uk**

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
03/06/2023		Balance brought forward	£0.00	£0.00	£46,351.90
19/06/2023	Faster Payment Debit	B/P to: Edenvale	£350.00	£0.00	£46,001.90
19/06/2023	Faster Payment Debit	B/P to: BHIB Ltd	£1,390.37	£0.00	£44,611.53
19/06/2023	Faster Payment Debit	B/P to: C T Craven	£531.17	£0.00	£44,080.36

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Statement number 016

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570.
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
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INVESTORS IN PEOPLE
We invest in people Gold



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
19/06/2023	Faster Payment Debit	B/P to: Abigale Phillips	£496.50	£0.00	£43,583.86
19/06/2023	Faster Payment Debit	B/P to: Dwr Cymru	£21.16	£0.00	£43,562.70
19/06/2023	Faster Payment Debit	B/P to: CC pension fund	£111.22	£0.00	£43,451.48
19/06/2023	Faster Payment Debit	B/P to: 4 Seasons Tree and	£420.00	£0.00	£43,031.48
21/06/2023	Faster Payment Debit	B/P to: Zurich Town Pari	£1,306.96	£0.00	£41,724.52
23/06/2023	Direct Debit	Direct Debit (ID MOBILE LIMITED)	£5.00	£0.00	£41,719.52
23/06/2023	Credit	Ash Memorials Limi	£0.00	£200.00	£41,919.52
30/06/2023	Credit	BHIB LTD	£0.00	£1,390.37	£43,309.89
30/06/2023	Fee	Service Charge	£18.00	£0.00	£43,291.89

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – [unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)

A copy of our fees and charges can be found on our website – <https://www.unity.co.uk/terms-and-conditions/>

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

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2023-24 Banking arrangements over August Recess

During August the Council has no scheduled meetings. Arrangements to make payments during this period need to be agreed by Council. Below is a list of expected payments. Council may wish to agree delegated powers to the nominated signatories, Cllrs A Phillips, D Moddy Jones, J Drysdale and H Potter to authorise the payments listed below during the month of August.

Expected	£
Muga New Floodlight Bulbs supplied and fitted – see quote in July papers	4,038.00
July Play Area Inspection VoG due Also, any associated costs for repairs	45.00
Not received an invoice for April's inspection and damaged matting to be repaired on July inspection	45.00
Annual independent play area inspections due in July.	75.00
Clerk's salary and expenses	440.00
Associated costs of Salary; Tax, NI and Pension Contributions	100.00
Edenvale Memorial Field maintenance contract (July 2022 invoice @ £250.00)	250.00
4Seasons Churchyard and play area maintenance contract (July 2022 invoice was £492)	500.00
ID Mobile	5.00
Audit fees (Guidance is between £160-£190. However, invoice received in August 22 was higher. No explanation offered by Audit Wales	301.00
Orbits IT monthly services for August	32.66
Replacement Defib Pads	+111.00
Gate from play area to be welded by garage, estimate	450.00
No invoices received for hall hire as yet	Due
Floral display for troughs invoice expected from J Shapland	70.00
Floral display for troughs invoice expected from Cllr J Drysdale	130.00

Agreed a 10% margin for any increases to historic invoices shown above.