

# **OLD ST. MELLONS COMMUNITY COUNCIL**

Agenda of meeting to be held virtually at 6pm on  
Thursday 13<sup>th</sup> July 2023

1. **Apologies for absence & acceptance (1 min)**
2. **Declaration of interests (1 min)**
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 8<sup>th</sup> June 2023 (2 min)**
4. **Matters arising from the minutes of 8<sup>th</sup> June 2023 (20 min)**
  - 4.1 Co-Option
  - 4.2 Wi-Fi Hybrid – JC
  - 4.3 Section 6 of the Environment Act (2016) – JC, IB, DB
  - 4.4 Village Signs – DR
  - 4.5 Model Standing Orders – review update
  - 4.6 Roger North & Ptnrs
  - 4.7 Flower boxes and grassy areas, Newport Road - JC
5. **Local Residents (15 min) – web link available on request if meeting held via Zoom**

*Under Standing Order 64 the meeting may be adjourned for up to fifteen minutes for a public session. Each member of the public may speak only once and may express observations only. Members of the Council should not enter into any discussion. The Chair may limit an individual's speech to provide equal opportunity to all members of the public.*
6. **County Councillors Report (5 min)**

*(Cllr Joel Williams, Cllr Peter Littlechild to present their report)*
7. **Finance (15 min)**

*(RFO presented financial report)*

  - 7.1 To approve RFO, Clerk, Caretaker, Cleaner expenses and O/T
  - 7.2 Caretaker hours
  - 7.3 Cleaners' hours
8. **Annual Planner (10 min)**
  - 8.1 Renew Pest Control contract – expires 14<sup>th</sup> July 2023
  - 8.2 Review Q1 budget vs actual costs and consideration of budget lines
  - 8.3 Quarterly signing of Bank Reconciliation
  - 8.4 PAYE months 1-3 by Jul 2023
  - 8.5 Agree any work on Village Hall Summer holidays.
  - 8.6 Submission of Audit Annual Return – by 1<sup>st</sup> August 2023
9. **OSMCC Tennis Club (10 min)**

*(Liz Croad-Protheroe to present report)*

  - 9.1 Tennis Court bookings open/close times - coincide with volunteers
  - 9.2 Level 1 coaching assistant course - £250.00
  - 9.3 Membership renewal – increase
    - Family (residents) - £30 to £35 Family (non-residents) - £40 to £45
10. **Police Matters (5 min)**
11. **Planning (5 min)**
12. **One Voice Wales (RJ) (5 min)**
13. **St. Mellons Primary CiW School (5 min)**

*(Mr Stephen Ashton presented report via email)*
14. **St. Edeyrn's Church Working Party (DB, DR, GH, RJ, JS) (5 min)**
15. **St. Edeyrn's Village (5 min)**
16. **Village Hall Working Party (AH, DB, DR, GH, RJ) (10 min)**
  - Risk Assessment - update
17. **Playing Field Working Party (AH, DR, IB, JC, JS) (5 min)**
  - Dog signs – JC update
  - Achievement of Green Flag status
18. **Training (5 min)**

*(Attendees to provide feedback from courses)*
19. **Correspondence (5 min)**
20. **Items for next meeting (2 min)**



Mrs N Evelyn-Gauci  
Clerk to the Old St. Mellons Community Council