

ORDINARY MEETING – MONDAY 2nd FEBRUARY 2026
NOTE OF PROCEEDINGS

In attendance: Cllr L Williams (Chair), Cllr V Evans (Vice Chair), Cllr B Carlisle; Cllr P Eynon. Also in attendance: Cllr D Clements (PCC); L Lesnianski (Clerk)

Apologies received: Cllr J Crowther

Declarations of interest: None

Public Attendance: None

With the agreement of all present proceedings were recorded.

Decisions made (by Agenda reference):

3. Minutes of Previous Meeting: The minutes of the January Ordinary (Budget) meeting were signed by the Chair as an accurate record of the meeting.

6. Highway Matters: Councillors reported highway maintenance matters for Clerk to report to the local authority. These included potholes in various locations.

7. Finance:

a. Financial Report: The Clerk presented the financial report for the period 1st November 2025 to 31st January 2026. See attached. Approved unanimously.

b. Clerk Salary: The Council confirmed they had previously approved the Clerk's salary reports for November and December 2025 and January 2026.

8. Community:

a. St David's Day Event. This event is being funded by the PAV's Warm Spaces Grant. Council agreed the event should be held at the Snooty Fox if there was availability for the preferred date. Chair to make enquiries.

b. Community Noticeboards: The Clerk raised a number of questions with regard the two noticeboards approved at the January meeting. Council agreed the boards should:

- i. be able to hold 6x A4 sheets,
- ii. should not be lockable,
- iii be manufactured from metal as more durable, preferably powder coated,
- iv. must be for external purposes,
- v. with "Community Noticeboard" as a title,
- vi. be accessible noticeboards.

Clerk to gather costs.

9. Community Council Policies:

b. Training Policy: Cllr Evans reported the Training Policy is now complete and can be published.

c. Declaration of Interests: It was agreed by council all councillors would update their Dec of Interest form.

10. Councillor & Clerk Training: The Clerk discussed the importance of clerk qualifications. The first module is the ILCA (Introduction to Local Council Administration) which the clerk intends to self fund. It is an essential module, leading to CilCA (Certificate in Local Council Administration). These are accredited courses leading to a highly respected qualification. Cllr Williams proposed funding 100% of the ILCA course. Seconded by Cllr Evans. All voted in favour.

14. Date of next Meeting: Monday 9th March, at 7:30pm. Lawrenny Village Hall.

The rest of the meeting comprised of normal matters and community council business.

Meeting Closed: 20:58