

OLD ST. MELLONS COMMUNITY COUNCIL

Agenda for virtually held meeting at 6pm on
Thursday 10th March 2022

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 10th February 2022 (5 min)**
4. **Matters arising from the minutes of 10th February 2022 (15 min)**
 - 4.1 WIFI update
 - 4.2 Notice board – Ty'r Winch Playing Field
 - 4.3 Tree Survey update
 - 4.4 Grass cutting contract update
 - 4.5 Queens Jubilee celebrations
 - 4.6 Caretaker tools
 - 4.7 Fire Inspection update
 - 4.8 Fire Extinguisher update
 - 4.9 Queens Jubilee celebrations see 10.
 - 4.10 PAT Testing
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. **Finance (15 min)**

(RFO to present financial report)

 - 6.1 To approve the RFO's & Clerk's expenses – Feb
 - 6.2 SLCC Membership renewal
7. **Annual Planner (10 min)**
 - 7.1 Tree risk assessment include all trees on Playing Fields and at St Edeyrn's
 - 7.2 Risk assess St Edeyrn's wall and gates. Consider all- encompassing annual risk review
 - 7.3 Grass cutting contractor to carry out tree inspection annually
 - 7.4 Review insurance provision
 - 7.5 Prepare Audit
 - 7.6 Elections (if election year)
 - 7.7 Quarterly review of fixed assets
 - 7.8 Annual Data Protection Registration Fee with ICO – direct debit in place
 - 7.9 Fire inspection due – Ivorfire
 - 7.10 Annual Fire Extinguisher check
8. **Policies & Procedures (10 min)**
 - 8.1 Review Code of Conduct
 - 8.2 Review Complaints Procedure
 - 8.3 Review Employers Liability Certificate
9. **OSMCC Tennis Club (10 min)**
10. **Queens Jubilee Celebrations (10 min) Friday 3rd June**
 - Pitch costs
 - Invite – Fire & Police
 - RBL – banners, etc
11. **Pavilion Working Party (DR, RJ, JW, DM, DS, JC, AB) (10 min)**
12. **Police Matters (5 min)**
13. **Planning (5 min)**
14. **One Voice Wales (RJ) (5 min)**
 - Membership renewal - £724
15. **St. Mellons Primary CiW School (5 min)**
16. **St. Edeyrn's Church Working Party (RJ, JW, DR AB) (5 min)**
17. **St. Edeyrn's Village (5 min)**
18. **Village Hall Working Party (DS, RJ, GH) (10 min)**
 - Children's party to commence?
 - Hybrid Meetings
19. **Playing Field Working Party (DM, DS, AB, JS) (5 min)**
20. **Correspondence (5 min)**
21. **Items for next meeting (2 min)**



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