

# Brawdy Community Council

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*Minutes of the Monthly meeting (May) held at Trefgarn Owen Schoolroom on Monday June 3rd 2019.*

1. Present. Cllr Mrs G Lawrence, Cllr M Carter, Cllr D E Jones, Cllr Mrs A Loch, Sean O'Connor (Clerk) & Kevin Shales PCC (Guest)

2. Apologies. Cllr Mrs A Morgan & Cllr J Tierney.

3. The vice chairman Cllr M Carter chaired the monthly meeting as the Chairman, although present was unwell. He welcomed Mr Kevin Shales from Pembs CC, who was attending to outline and explain the Enhancing Pembs Scheme, and possible eligible projects. This scheme allocated an amount to each Town and Community council depending on size and the amount council tax paid by second home owners in their area. The scheme was available to communities to address issues that must be linked to second home ownership. Any application must be justified, and the project must show that an issue can be identified, and the selected project will address that issue.

We at Brawdy have a fund of £13 k available, but the scheme will only pay 80% of the cost. In kind contributions are considered, but each application is first considered by Kevin and his team, before being put before a panel to ensure the project is value for money. Any work undertaken would need to have three quotations submitted. He advised that the project must be sustainable, and as public money is used, must be value for money.

Kevin answered questions on possible eligible schemes and left leaflets and details for councillors to view. A discussion took place as to whether the possibility of the Schoolroom at Trefgarn Owen would be eligible, and Kevin confirmed that it would, provided that an application showed that there was a need, and it was sustainable. Other possibilities discussed were :

Additional bus services and community transport, Defibrillator, Notice boards, Community Newsletter. Kevin confirmed that any of these could be eligible, provided that the plan showed value for money, it was sustainable, and it showed evidence of a need in the community. He also offered his assistance with any planning and organisation in future. Cllr Carter thanked him for his visit.

A short discussion then took place, and a reply from Julian Harries from the chapel read out by the clerk. He stated that the chapel trustees would like the Schoolroom building to be used as much as possible for the benefit of the residents and local people of Trefgarn Owen. He also advised that they would welcome exploring any funding opportunities, that would enable the Schoolroom to become the hub of the local community. As any application has to be sustainable it was proposed by Cllr D E Jones and seconded by Cllr Mrs A Loch that we write to the chapel outlining the scheme, and asking for a 20 year lease with a peppercorn rent. It was also agreed to include the necessity of an early response would be appreciated, as the scheme was only in place for 2 years. Only if a positive response was received was this scheme to be considered further.

4. The vice chairman read through the minutes of the April 2019 meeting, and before being accepted as a true record, items 5a & 5b were amended slightly. Once this was done it was proposed by Cllr D E Jones and seconded by Cllr Mrs A Loch that they be accepted as a true record.

5. Matters arising from the April 2019 meeting.

5a. Street lighting at Trefgarn Owen. An unmetered supply and an MPan number was required and the clerk had now received an agreement form from Western Power, which will now be returned.

Cllr Carter on behalf of BCC would now get quotes for the supply of the electricity, and the cost of the lights. This was proposed by Cllr D E Jones and seconded by Cllr Mrs A Loch. He would report back to the next meeting. Cllr Mrs A Loch offered to look into the possibility of renewable energy and solar alternatives. Cllr Carter also advised that he had approached the chapel representative regarding the lighting of the public area, but had received a response advising that they were unable to afford the cost at present.

5b. Cllr Carter confirmed that the potholes at the schoolyard had been repaired by the chapel. He also advised that the repairs to the road close to Castell Cwcw was ongoing. It was also reported that the B Road 4330 close to Hollybush and New Inn was really slippery and dangerous. Cllr Carter will contact PCC and ask them to add it to their surface dressing programme.

5c. Cllr Carter advised that the broken signpost at Penycwm had been passed to the maintenance department at PCC,

and a response was awaited. He also advised that he had been in touch with Keep Wales Tidy, but had been advised that they don't get involved in road signs. It was agreed to go back to Kelly Morris at PCC and obtain quotes for a smaller addition to the existing signs, rather than complete replacements. Cllr Carter offered to do this. He also agreed to speak to the transport department regarding the rules on advisory speed limit signs.

5d. The clerk advised that he was now dealing with the Land Registry by telephone and post rather than online. Our interest in both areas of land had been registered, and he would obtain copies of the plans and registrations.

5e. Cllr Carter advised that he had heard nothing regarding the ownership of the bus shelter, to relocate our village notice board. He would look into it again and report back to the next meeting. He would also forward the clerk details of the local handyman to see if he was interested in carrying out small jobs as and when they crop up.

5f. Cllr Carter advised that the T11 was now up and running. Nobody had heard any more news regarding the dial a ride service. Cllr Carter would ask the transport section at PCC to consider the idea of an extra hour shopping time, before the return bus time, as previously discussed, when they next review the service.

5g. Pembs Cycle Tour 2019. It was confirmed that the event took place on 18/5/19. The route had been changed prior to the event, which took the course mainly out of our area. It was advised that there was another cycle event planned for March 2020, which could see road closures between St David's and Newgale. Some community councillors may need to approach the standards committee at PCC, if they feel they have an interest, to obtain dispensation.

5h. Although there were not any actual further breaches of illegal parking in the Newgale area, councillors were asked to be vigilant, as these cases were likely to reoccur during the busy summer period.

5i. Cllr Carter advised of another case where black refuse sacks were being used outside a business premises, that had again been damaged by birds. The incident had been reported to Waste Management at PCC, who would contact the guilty parties.

#### Correspondence.

##### Pembs County Council.

6. Planning Application Consultation. Ref No. 19/0130/PA. External alterations at Little Asheston Penycwm.

Haverfordwest. Details of this application had been forwarded to councillors prior to the meeting. As not everyone had viewed the case, it was agreed to allow councillors three more days. If the clerk had not been contacted by Friday June 7th by councillors, he should reply to PCC with no objections.

7. Notices of changes to the PCC waste and recycling were issued for inclusion within the village notice boards.

8. The recent variation to off street parking issued by PCC were received and filed, as they did not include locations in our area.

9. The website address of a new survey was issued, entitled "How fair is Pembrokeshire". Councillors were encouraged to view and respond before June 14th.

##### Pembs Coast National Park.

10. Confirmation of approval of Planning Application. Ref No. NP/19/0029/FUL. Newgale House Newgale Hill Newgale Haverfordwest. Received & Filed.

#### Other Correspondence.

11. Details of the Police Commissioners community fund was received and filed.

12. Clerks & Councils direct brochure May 2019 circulated commencing with Cllr Mrs G Lawrence.

13. Invitation received from 14th signal regiment at Brawdy to attend their annual cocktail party at St David's on Wednesday July 3rd. As the invitation was addressed to the previous Chairman the clerk was instructed to contact them, to both accept their invitation, and obtain a new invitation addressed to the current Chairman.

14. Details of the AGM of Planed was received and filed.

15. Contact had been received by the clerk from a local resident of Llandeloy asking for details of her local community councillor. The clerk had contacted Cllr D E Jones who had then contacted the resident. She was concerned about fly-tipping close to the terraced houses on the south side of Llandeloy. Cllr Jones has visited the site with the resident, and had witnessed evidence of rubbish that had been there for a long time, as well as fresh rendering. After a short discussion it was initially agreed that the ownership of the track needed to be found out. The clerk was instructed to contact the Land Registry regarding this matter.

16. Details of the annual insurance policy from Zurich had been forwarded to councillors via email prior to the meeting

as the renewal date was 2/6/19. The cost was £251.17, unchanged from last year. The clerk had contacted Zurich to temporarily extend the cover, and it was proposed by Cllr D E Jones and seconded by Cllr Mrs G Lawrence that we renew this policy. This was unanimously agreed.

17. Details of the Pembs Citizens Advice AGM were received and filed.

18. Play for Wales brochure received and filed.

Report of responsible finance officer.

19. The clerk advised of up to date bank account details as at 3/6/19 as: Current Account £ 34.03 and Deposit Account £ 5381.39.

20. The clerk provided the annual audit for acceptance as it had now been audited by our accountants LMGriffiths & Co. All entries had been checked and agreed and was signed as confirmation by the clerk and chairman prior to submission to the external auditors. Notices advertising the viewing times were issued for insertion in the local notice boards. As part of the external audit proof that these notices included within the notice boards was required. Councillors agreed to attend to this and send photographs on to the clerk.

21. The clerk issued details of his payslip and income tax payment for May provided by the accountants. A short discussion took place regarding the clerks holiday pay, and it was agreed, after receiving advice from the accountant, that the holiday pay be included within the payslip as a separate entry, with the same gross payment figure.

22. The clerk issued a claim for expenses incurred for the period February to May 2019, including receipts, amounting to £103.86. This was inspected by councillors and proposed by Cllr Mrs G Lawrence and seconded by Cllr Mrs A Loch that this be paid.

23. Two bills were received from the accountants. The bill for the inspection and completion of the annual audit for £250 + vat (£300) and completion of the clerks monthly payroll and end of year submission to HMRC for £199 + vat (£238.80). It was proposed by Cllr D E Jones and seconded by Cllr Mrs A Loch that these be paid.

24. It was proposed by Cllr Mrs G Lawrence and seconded by Cllr D E Jones that the sum of £900 be transferred between our accounts to cover the payments agreed at this meeting.

25. As Cllr Mrs A Morgan was not present at the meeting, Cllr Mrs G Lawrence volunteered to contact her regarding her decision whether or not to opt out of receiving the annual payment to councillors amounting to £150. The clerk had contacted One Voice Wales regarding this matter, and was advised that there is no set time in the financial year when this should take place. Any time was fine provided it was recorded accordingly.

As there were some dates at the end of June and beginning of July when councillors were unavailable, the date of the next meeting was not finalised. Two provisional dates were agreed ( Tues 25/6 or Mon 8/7). The clerk would check his work Rota and advise councillors accordingly.

The vice-Chairman closed the meeting at 11.01 pm.