

Brawdy Community Council

Minutes of the May monthly meeting of Brawdy Community Council held remotely on Monday May 18th 2020.

2020/06.

1. Present. Cllr M Carter, Cllr J Tierney, Cllr Mrs A Morgan, Cllr Mrs G Lawrence, Cllr Mrs A Loch, Cllr D E Jones and Sean O'Connor (Clerk)

2. Apologies. None.

3. The new Chairman Cllr M Carter welcomed everyone to the first meeting of the year, and was delighted to see everyone in attendance. He read through the minutes of the February 2020 meeting, and apart from a couple of minor amendments, it was proposed by Cllr Mrs A Loch and seconded by Cllr J Tierney that they be accepted as a true record.

4. There were no declarations of interest shown or recorded for any of the items on the agenda for this meeting.

5. Matters arising from the February 2020 meeting.

5a. Cllr Carter has spoken to the person who claimed to be the owner of the land at Llandeloy, who had stated that the rubbish was on his land and that the garden waste had built up over many years. It was agreed that there was little more we could do, other than for local councillors to monitor the situation regularly, and report any significant deterioration.

5b. Cllr Carter confirmed that he had had a reply from PCC regarding the areas of standing water. Water stands at Castell Y Cwch at times of heavy and prolonged rain, as there is only a soakaway and no positive drainage. Hollybush unfortunately has no drainage, and in times of heavy rain this area tends to have a pool of water on the bend. Parke again has no positive drainage and pools do form in times of heavy rain. It was agreed that we continue to monitor these areas and report again to PCC if necessary.

5c. It was reported, that as expected both of the Cycle tours had been cancelled for this year.

5d. The clerk advised that he had still not heard from the chapel committee regarding the safety of the Schoolroom at Trefgarn Owen. It was agreed that we review the situation if and when we plan to return there for meetings.

5e. The clerk advised that he had not heard anything further regarding the ownership of the former BT kiosk at Trefgarn Owen. He was instructed to chase this up, and once confirmation of our ownership was received, we place details on Facebook to encourage ideas for its' usage.

Correspondence.

Pembs County Council.

6. Planning Application Ref No. 19/1280/PA. Extension & Alteration at Hendre House Cottages (C3057 Caerwen to Llandeloy. Councillors had been sent details of this case prior to the meeting, by the clerk, and all replies returned were in favour. A reply had therefore been sent in support of this case. This decision was ratified at the meeting.

7. Confirmation of approval of Planning Application. Ref No. 19/1128/PA. Extension and alterations at Llanddinog House Llandeloy. Received & Filed.

8. The clerk advised that the appointment of a community councillor to the PCC standards committee had been delayed until later in the year, once conditions improved.

9. The clerk advised of a vacancy for an additional community governor at Roch Community School. All nominations must be received by August 7th. It was agreed that this matter be discussed at our next meeting.

10. Details of local community hubs was discussed. It was advised that these details were already on Facebook, with details of many local groups being set up.

11. Cllr Carter gave his monthly update in his role as County councillor. He informed the meeting that the first cabinet meeting had taken place remotely earlier that day, and had proved successful. He advised that it was generally felt that it would take a long time to get back to normality. An immediate challenge being the return of schools. The civic amenity sites were to open up soon, with a pre- booking slot required. Also the grass cutting was to start back slowly with all sites covered depending on level of importance.

Pembs Coast National Park.

12. Planning Application. NP/20/191/FUL. Partial rebuild and increase in floor level and roof height (retrospective) at Sands Cafe Newgale. Details of this case had been sent to councillors prior to the meeting by the clerk. All replies had been forwarded to the clerk, and a reply had been sent to PCNP strongly opposing this application. This decision was ratified at the meeting.

13. Planning Application. NP/20/0125/FUL. New windows and velux, sedum roof and timber cladding and decking at Llwenydd Newgale. Details had been forwarded to councillors prior to the meeting, and a reply had been sent to PCNP in support of this case. This decision was ratified at the meeting.

14. Planning Application. Ref No. NP/20/0126/PA. Installation of 15m monopole with internal antennas, and associated radio equipment, on grass verge adjacent to A487 at Penycwm Haverfordwest. Details of this case had been forwarded

to councillors prior to the meeting, and responses returned to the clerk. Based on these a reply to PCNP was made by the clerk opposing this application. This decision was ratified at the meeting.

15. It was agreed that in future if a Planning Application was received by the clerk from either PCC or PCNP, where a response was needed before the next meeting, we organise a 10/15 minute remote meeting to discuss the outcome. Once a reply was agreed and sent, the clerk would send a copy to each community councillor.

Other Correspondence.

16. The clerk had forwarded details of our annual insurance policy renewal invitation to councillors prior to the meeting. The quote was for £ 251.17, and was unchanged from last year. The clerk had contacted the company (Zurich) to discuss any age restrictions and there were none relevant. It was proposed by Cllr Mrs A Morgan and seconded by Cllr D E Jones that we renew with Zurich, and this premium be paid.

17. The clerk advised that the annual return to the Independent Review Panel for Wales (IRPW) was due. This was for expenses or payments made to community councillors during the previous financial year. As all councillors had declined the annual payment of £150, our return for this year was again a nil return.

The clerk would forward the claim form for this financial year to all councillors, prior to the next meeting, when the matter would be discussed.

18. The clerk was instructed to circulate the clerks & Councils direct brochures for April and May commencing with Cllr Mrs A Morgan.

19. The clerk advised that One Voice Wales had confirmed that it was perfectly legal for us to hold meetings remotely. This had been agreed provisionally until May 2021, but if councils wished to return to normal meetings sooner this was fine. It was agreed that if and when we do this, any councillor unable to attend personally, be able to join remotely. It was also agreed that if a councillor declares an interest in any agenda item, either prior to the meeting, or at the start of a meeting, the item concerned be moved to the end of the meeting, allowing the councillor to leave the meeting. Cllr Carter advised that he had acquired the professional version of Zoom, for BCC as it allowed us more than the 40 minute timescale for meetings. If visitors were to attend meetings in future, they would also be invited to join remotely. It was generally agreed that the first remote meeting had been successful, and that we continue this for the time being.

Report of Responsible Finance Officer.

20. The clerk advised of up to date bank account balances amounting to: Current Account £ 37.71 and Deposit Account £ 6628. 92.

21. The clerk confirmed that the first precept payment of the new financial year amounting to £2060 had been received on 19/4/20

22. The clerk confirmed that his monthly pay for April and the monthly income tax payments had been made. This was for the standard 16 hours. Copies of the slips had been received from the accountant.

23. The clerk advised that OVW had advised that salary rates for clerks had increased, but due to the pandemic, they had not yet been released. Once available these would be put before the meeting for acceptance, and included in this years contract of employment. The accountant had been advised of this, and was happy to calculate any back pay due, when known.

24. As we were now meeting remotely it was suggested that we make more payments via online banking, as the signing of cheques by two signatories would be more difficult. The clerk confirmed that this was possible, as his salary, and income tax are paid by this method at present, as well as the annual payments to our accountants. This was unanimously agreed by councillors, and the clerk would look at the best way of arranging for all councillors to be able to see our monthly bank statements at each meeting. Any payments agreed at one meeting would then be visible on the bank statement, as the payees name would be shown, as the payment has been made online. This was unanimously agreed.

25. It was proposed by Cllr DE Jones and seconded by Cllr Mrs A Morgan that we transfer the sum of £250 between our accounts to cover the payments agreed at this meeting.

26. The clerk advised that the annual audit had been completed and delivered to the accountant, to complete the internal audit. One Voice Wales had advised that the acceptance of the audit could not be done remotely, unless a copy of the audit was available to every councillor at an agreed meeting. The acceptance should then be discussed and agreed at the remote meeting, with confirmation minuted accordingly. The minute reference should then be recorded on the audit form and signed by the Chairman. Once completed the audit should be sent to the external auditor prior to June 30th. The clerk also confirmed that the proof of the inspection notices in the local notice boards was not required this year. A notice on our website was sufficient.

27. The date of the next remote meeting was set for Monday June 29th at 8pm. However, once the audit forms are available, the clerk would advise the Chairman, and a meeting to discuss and agree this could be arranged.

At the discretion of the Chairman.

Cllr Tierney suggested that we use any monies that originally were intended as allowances for our councillors but were declined by that councillor to be made available for projects within our community

This was unanimously agreed in principle, and the Chairman suggested that all councillors think of a suitable project, which could then be discussed at the next meeting.

The Chairman closed the meeting at 9.24pm.