**Cyngor Cymuned Clunderwen**

**Clynderwen Community Council**

Draft Minutes of meeting held by Clynderwen Community Council on Thursday 8th September 2022 in Clynderwen Community Hall.

**Present**, D John, T Morris, S Richards (Chair), S Wright, K Bradbury (Acting Clerk)

**Observers:** C Robinson, Charli Jones, Chair of Clunderwen YFC

**Following the sad news of the Queens passing, a minutes’ silence was observed before the business of the meeting started.**

1. **Declaration of Interest - None**
2. **Apologies**

Cllr. Les Owen, Cllr Dewi Williams, Cllr. Parry Lloyd, Cllr. Stephen James

1. **Confirm minutes of previous meeting**

Proposed as true record Cllr. Simon Wright Seconded Cllr. Terry Morris

1. **Matters arising from the minutes -**
* Bank statements are now sent to Cllr. Sue Richards.

5.**Chairmans Discretion** – No items

**6.Recruitment of Community Council Clerk**

An application has been received and forwarded to Councillors. The Acting Clerk explained the next steps in the recruitment process.

**7.Correspondence (letters and emails received during the month)**

* **Welsh Government. The section 6 biodiversity and ecosystem resilience duty**

This was introduced under the Environment (Wales) Act 2016 and requires that public authorities maintain and enhance biodiversity and in so doing promote the resilience of ecosystems throughout all their functions.

CCC activity to date includes planting trees all around the Playing field, the establishment of a sensory garden in the Playing field and a green area surrounding the Cenotaph maintained by the YFC on a voluntary basis.

The Clerk will include these in the report.

* **Consultation on Fee Scales 2023-24- Audit Wales**

This consultation invites views and comments on Audit Wales’s proposals for fee rates and other aspects of the statutory fee regime for audit work.

Comments must be submitted by September 16th. See [more information on our website](https://www.audit.wales/about-us/consultations).

* **The UK Government** has launched the Help for Households campaign which draws together information on the support packages it has put in place to help ease the impact of the cost of living crisis, all of which can be found on the new[Help for Households website](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fhelpforhouseholds.campaign.gov.uk%2F&data=05%7C01%7CEmma.Harney%40gov.wales%7C8526bf5bf9ec461a973908da8450b2bc%7Ca2cc36c592804ae78887d06dab89216b%7C0%7C0%7C637967779368158050%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=XfH9Rxz9hejIGHqkPMbJ1PvjLqdI6L%2BEWr%2BUwy7yNjo%3D&reserved=0)
* **From PCC**

A consultation is being launched on Thursday, 1st September for 5 weeks to allow members of the public to identify and comment on Green Infrastructure opportunities.

Green Infrastructure is natural and semi-natural features, green spaces, green corridors, rivers and lakes that intersperse and connect places. These can range from entire ecosystems such as wetlands and rivers to parks, fields and gardens to street trees, hedgerows, roadside verges and green roofs or walls.

The Green Infrastructure assessment will form part of the evidence base for Pembrokeshire County Council’s revised Local Development Plan 2 and help contribute to the delivery of key national aims such as the Well-Being of Future Generations Act 2015 and Environment (Wales) Act 2016.

The consultation – open to all Pembrokeshire residents - is available at:

<https://pembrokeshire-green-infrastructure-strategy-eng-luc.hub.arcgis.com/>

* **A 40 -Public De-trunking and Active Travel Exhibition**

We will host the public exhibitions on the following adjusted dates, times and locations:

* Wednesday 21st September, 11am until 7pm at The Queens Hall, Narberth, SA67 7AS

* Thursday 22nd September**,** 11am until 7pm in the Village Hall, Llanddewi Velfrey, SA67 7PA
* **PCC - HELP US DEVELOP OUR PARTICIPATION STRATEGY**

If you would like to be involved in an hour-long informal discussion to help us develop our participation strategy, please register via the link below.

The strategy is about how we involve local people in the work of the Council and the decisions it is responsible for making.

The following online sessions will be running between 7 - 8pm on:

* Wednesday 14th September
* Wednesday 21st September
* Thursday 29th September
* Tuesday 4th October

Register to attend via this link- [Help Us Develop Our Participation Strategy | Have Your Say (pembrokeshire.gov.uk)](https://haveyoursay.pembrokeshire.gov.uk/help-us-develop-our-participation-strategy/survey_tools/registration-form)

* **From Welsh Government**.

The **It’s for Them** campaign aims to raise awareness that reducing mowing on road verges and amenity grasslands will allow grasses and wildflowers to grow. This creates a better habitat for ‘Them’: invertebrates, birds, small mammals, amphibians and reptiles. To help you use the ‘It’s for Them’ assets we recently created a new web page: [It's for Them campaign: stakeholder toolkit | GOV.WALES](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgov.wales%2Fits-them-campaign-stakeholder-toolkit&data=05%7C01%7CKathleen.Carroll%40gov.wales%7C2cb9b0f9934b46fd4aac08da8c1cab6e%7Ca2cc36c592804ae78887d06dab89216b%7C0%7C0%7C637976352018560180%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=kHtZfFy3nUpDPypXFi27VPeArsaOUZKiKtDXwUfqkEY%3D&reserved=0)

* A letter of thanks was received from Clunderwen YFC for the donation made at the last meeting

**8.Request for Donations –** None Received this month

**9.Toilet Block –** No update this month

**10.Planning**

**22/0147/PA**. 40, Bro’r Dderwen, Clunderwen. Proposal, Construction of 2 storey house and detached garage. **This application was refused**.

**22/193/PA**. Penygaer, Clunderwen, Pembrokeshire, SA66 7ND. Proposal, Two storey side extension and a single storey flat roof extension to the rear. **This application was conditionally approved.**

**22/0399**/PA Pili Pala, Gower Villa lane, Clunderwen SA66 7NL. Proposal, Conversion of farm buildings to form two granny annexes. Comments by 14th September 2022

**Decision,** following discussion, Councillors have No Objection to this application.

**11. Community maintenance inc Highways**

The green area around the Cenotaph needs cutting back. It was agreed to ask Clunderwen YFC to carry out the work for the community. Paint will also be required.

Cllr. Wright proposed that CCC would fund the purchase of paint. Seconded Cllr. Morris

The Clerk was asked to investigate the cost of a bench to be located at the Cenotaph to commemorate its centenary year and report back to the October meeting.

**12. Laptop – Office programme and malware protection**

Quotes had been obtained from Telemat and via the internet. These were discussed and it was agreed to accept the quote from Telemat as this included a one of payment from Microsoft Home Office and was the best value. Total cost £188 +vat

Proposed Cllr. D John, Seconded Cllr. T Morris

**13. Review governing documents-**

**a. Standing Orders**

The Standing Orders were reviewed and adopted.

**b. Financial Regulations**

The Financial Regulations were reviewed, amended and adopted.

14.**Training Schedule**

The Council are obliged to draft a training schedule for Councillors. The Clerk will forward training opportunities to Councillors as they arise. The November Budget will include provision for training costs.

15. **Finance**

a. Account balance at 30th Aug 2022 was reported

b. Invoices to pay - Clerks wages

c. Income – precept (August)

d. Budget – An initial discussion took place and it was agreed to visit this fully at the October meeting

e. Accounts- Two sets (2020/21 and 21/22) are still being prepared ready to go for internal audit

**Notes**

A nil return was submitted to IRP re Councillor payments for the financial year 21/22

Clunderwen has an allocation of £7150 in the Enhancing Pembrokeshire grant fund open to community organisations. Details can be found on the PCC website.

Full details on Financial Matters can be obtained from the Clerk.

16.**Chairmans/Councillors allowances**

The Clerk explained the system of allowances to support Councillors in carrying out their role. It is up to individual Councillors to decide to claim or refuse.

**17. Future Agenda Items**

* Budget /allocated resources
* Governing documents. -General Risk Assessment, Financial Risk Assessment
* Recruitment and membership of the SLCC

18**.Date of next meeting**

Thursday 13th October 2022 @ 7:30pm in Clunderwen Community Hall

**The meeting closed at 20.34 pm**

Working documents including Minutes and Meeting Agendas can be found on [www.pembstcc.co.uk](http://www.pembstcc.co.uk).