

**MANORBIER COMMUNITY COUNCIL**  
**MINUTES of the General Meeting of Manorbier Community Council**

Held at **Emanuel Gospel Church Building, Jameston, on Monday 5<sup>th</sup> December 2022 - 7.00pm**

Public Participation session commenced at 7.00pm

Present: Cllrs R Hughes (Chair), R Hall (Vice Chair), G Clark, D Barry, J Miall and G Preece

In attendance – Two members of the public and The Clerk

Meeting commenced at 7.05pm

**All Manorbier Community Council meetings are regulated by its Standing Orders.**

**2022/12 102 To receive any Apologies for Absence** Cllrs M Kidney, L John and N Lane

**2022/12 103 To receive any Personal and Prejudicial Declaration of Interests as per the Code of Conduct** - None

**2022/12 104 To Receive the Minutes of the Meeting Held on the 7<sup>th</sup> November 2022**

Cllr Preece requested that agenda item 2022/12 100 to read –

*Cllr Preece proposed that Manorbier Community Council should pay the invoice for the installation of the heaters within the Jameston Village Hall but would then recuperate the monies paid from either the schools insurance or the Pembrokeshire County Council; this proposal was seconded and a vote in favour of such.*

Following agreement on the above amendment Cllr Clark proposed that the Minutes, with the above amendment, be signed as a true record of the meeting held on 7<sup>th</sup> November 2022; Cllr Miall seconded the proposal with all Cllrs in full agreement.

**2022/12 105 Matters Arising from the Minutes** – None

**2022/12 106 To consider the Financial Report**

Cash Flow		
15.10.2022-14.11.2022		
	55,134.49	B/F
Payments Made	3,823.87	
Payments Received	100.00	
	51,410.62	C/F

Cllr Miall proposed that the financial report shows a true record of the Council's financial position to date; Cllr Barry seconded the proposal with all Cllrs in full agreement.

**2022/12 107 To approve Invoices for Payment – As stated on the Financial Report**

<u>To Be Presented/Acknowledged</u>			
01.12.2022	101394	Clerk Salary and Back pay	£ 678.65
28.11.2022	101395	Mictosoft 365 computer software	£ 79.99
01.12.2022	101396	Emmanuel Gospel Church	£ 25.00
			£ 783.64

Cllr Maill proposed that the invoices be acknowledged and paid in full; Cllr Clark seconded the proposal with all Cllrs in full support.

**2022/12 108 To consider the 2023/2024 Draft Budget and set the Precept for 2023/2024**

	Grant	Carried forward	Budget	2023/2024 Precept
Clerks Wages - includes PAYE		£ 400.00	£ 7,254.00	£ 6,854.00
Office Expenses		£ -	£ 500.00	£ 500.00
Office Space		£ -	£ 330.00	£ 330.00
Training Costs		£ 500.00	£ 500.00	£ -
MCC grass cutting		£ -	£ 2,500.00	£ 2,500.00
One Voice Wales		£ -	£ 275.00	£ 275.00
Audit and Accountancy Fees:		£ -	£ 500.00	£ 500.00
Insurance		£ -	£ 1,500.00	£ 1,500.00
Advertising		£ 100.00	£ 100.00	£ -
Legal/Tribunal		£ 300.00	£ 300.00	£ -
Compliance Costs		£ -	£ 40.00	£ 40.00
Poppy Appeal		£ -	£ 50.00	£ 50.00
Christmas Tree		£ -	£ 525.00	£ 525.00
Bier House		£ 50.00	£ 50.00	£ -
Speeding		£ -	£ 3,000.00	£ 3,000.00
Donations under 137 (School 2022/2023)		£ 14,000.00	£ 19,000.00	£ 5,000.00
Subscriptions		£ 100.00	£ 100.00	£ -
Manorbier School Donation		£ -	£ 50.00	£ 50.00
Chairman's expenses		£ 150.00	£ 200.00	£ 50.00
Donation to Jameston Village Hall		£ -	£ 1,200.00	£ 1,200.00
Jameston Play Area	£ 14,097.00	£ 12,000.00	£ 26,500.00	£ 403.00
Administration of Elections		£ 5,000.00	£ 5,000.00	£ -
Remuneration		£ 1,800.00	£ 1,800.00	£ -
<b>Outstanding Promised Monies</b>				
Village Hall Fence		£ 3,000.00	£ 3,000.00	£ -
		<b>£ 37,400.00</b>	<b>£ 74,274.00</b>	<b>£ 22,777.00</b>
				£ 20,650.00
				<b>£ 2,127.00</b>

Following consideration of the draft 2023/2024 budget, Cllr Clark proposed that Manorbier Community Council approve the draft budget, as presented, and request a Precept of £22,777 from Pembrokeshire County Council; Cllr Miall seconded the proposal with all Cllrs in full agreement.

**2022/12 109 Planning Application(s) Received - None**

**2022/12 110 To Consider Any Planning Applications Received After This Agenda Was Published - None**

**2022/12 111 To consider any Licensing Applications Received – None**

**2022/12 112 To consider Correspondence Received**

- Email from One Voice Wales offering trainings to all Councillors.
- Letter received from Pembrokeshire County Council requesting that Manorbier Community Council, due to public toilets being a non-statutory service, the budget is under scrutiny and Cabinet have agreed to consult on the possibility of closing any public toilets that do not have a funding stream, consider covering the financial obligation to maintain the public toilets situate at Manorbier beach carpark – Following a discussion it was agreed that the Clerk replay to Pembrokeshire County Council advising that at this point in time the Council do not wish to increase the Precept request by circa £13,000 and with the toilets being situate within the carpark which generates an income for the Pembrokeshire Coast National Park, it may be in a position to consider such.

## **2022/12 113 To receive County Councillors Report**

Cllr P Kidney advised the Council that Pembrokeshire County Council are currently holding a consultation appertaining to the Long Course Weekend and the impact of such on the community.

## **2022/12 114 Action Tracking-** to receive any updates on the following matters, not covered elsewhere in the agenda

- a) Jameston Play Park – Enhancing Pembrokeshire Grant Application in process – Application submitted to Pembrokeshire County Council. Application has been approved in the sum of – £14,097 – Following the Christmas break a working party will be formed to advance this action.
- b) The installation of a defibrillator on the outside wall of the public toilets located within the Manorbier beach carpark – Permission sought from PCNP to install such on the toilet building. Grant application made to Save a Life Cymru for a defibrillator. Information gathered regarding the cabinet required to house such. Pembrokeshire County Council to be contacted following the Christmas break
- c) Beavers Hill Crossing (County Cllr Kidney) - safety improvements and possible installation of road safety ramps/signs – No further information at this time.
- d) Improvements to footpath in Manorbier (Vicarage Fields to Post Office) (County Cllr Kidney) – No further information at this time.

## **2022/12 115 To consider the request received from the Luncheon Club for financial assistance towards their Christmas Luncheon.**

Following consideration of the request to financially support the Christmas luncheon, Cllr Miall proposed that Manorbier Community Council offer a grant of £125 (£5 per head) towards the luncheon on the proviso it is held within the ward; Cllr Clark seconded the proposal with all Cllrs in full agreement.

## **2022/12 116 To consider the purchasing of a bespoke outside study area** – to be initially place at the Jameston Village Hall site and then transferred to the School site, once all repair works have been concluded.

Following a lengthy discussion and consideration of a price provided by the Manorbier School of a portable building which could be used as a classroom, Cllr Clark proposed that Manorbier Community Council continue to support the School and make available, for the purchase of an outside, portable learning space, the sum of £15,031; Cllr Hall seconded the proposal with a majority vote in favour of such.

Following the above action Cllr P Kidney advised that he would make enquiries within Pembroke County Council as to whether there were any funds or grants available to assist with the possible purchase.

Also prior to any purchase being made by the Manorbier Community Council it was agreed that the Council's finance procedure should be adhered to and the Clerk, in conjunction with the Manorbier School and Cllr Hughes, seek further information and quotations.

An emergency meeting to be called if so required.

## **2022/12 117 To consider any items not on the Agenda** – Information only

It was brought to the Council's attention that there are several groups that meet offering support to the community, it was agreed that there is a need for these groups to be advertised. Cllr Barry will make enquiries as to how this could be coordinated.

Melanie Priestley – Clerk to Manorbier Community Council  
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