

MERLINS BRIDGE COMMUNITY COUNCIL

Minutes of Meeting on Wednesday 14th December 2022 at 6-30pm, at the Pembrokeshire College, Haverfordwest, and online via the Zoom videoconferencing platform

Present: Cllrs. Ian Lewis, Kate Bevan, Craig Reeves, Jan Morgan, Michelle Lewis; Peter Horton (Clerk).

Apologies: C'llrs Alison Palmer, Veronica James, Mike Dare, John Cole

Declaration of known interests

C'llr Kate Bevan declared a personal and prejudicial interest in any discussions of the Welfare Committee, as a committee member.

Approval of minutes of November 2022 monthly meeting

These were approved by Members, and retained by the Clerk for signature following the meeting (proposer C'llr Michelle Lewis, seconder C'llr Craig Reeves).

Matters arising

Recycled paper. C'llr Jan Morgan informed Members that Cleddau Press does offer a recycled paper option for printing. The paper has the F.S.C. logo on it, and is available for printing jobs carried out by them,

Carol concert. Members were delighted with the outcome of the event, which had been very well attended, and considered to be a great success. C'llr Kate Bevan informed Members that the banner used to advertise the event was to be kept and would be available for use in subsequent years.

Plans

Applications

22/0775/PA - Extension to 18 Catherine's Gate to provide linked residential annexe; 18, Catherine's Gate, MERLINS BRIDGE, Haverfordwest, Pembrokeshire, SA61 1NB – no comments.

Correspondence

- 1) Lowri and Jamie – application to join community council – dealt with in agenda item below.
- 2) Royal Mail – Further response regarding post box provision – noted. Members were concerned that some elderly residents might not get to the door in time to see the postman. Information to be placed on Facebook page, inviting residents in need of assistance to make contact via the Clerk.
- 3) Information Commissioner – invoice – dealt with in 'Accounts' below.
- 4) Lynnefield Care Home – Request for donation - dealt with in 'Accounts' below.
- 5) DeClare Court – Request for donation - dealt with in 'Accounts' below.
- 6) St. Marks School – Request for donation - dealt with in 'Accounts' below.

Accounts

Payments / donations

Clerk (salary and fixed expenses, October – December 2022)	: As per contract
H.M.R.C. (PAYE tax on above payment)	: As per contract
Clerk (incidental expenses, September – November 2022)	: £460-97

P.C.C. (Election costs recharge)	: £225-00
Royal British Legion (wreath)	: £ 25-00
Information Commissioner (data protection renewal)	: £ 40-00
Cleddau Press (printing costs)	: £354-00
DeClare Court (donation)	: £150-00
Lynnfield (donation)	: £ 70-00
St Marks School (donation)	: £150-00
Kate Bevan (reimbursement of carol concert expenditure)	: £ 50-95

The above payments were approved by Members (proposer C’Ilr Ian Lewis, seconder C’Ilr Michelle Lewis).

Initial discussion of 2023/24 budget.

After some discussion on various ways of approaching the 2023/24 budget, Members asked the Clerk to prepare and circulate for consideration prior to the January meeting a draft budget based around a possible precept of £17500.

County Councillor’s report

Playground. C’Ilr John Cole had indicated that the playground may need some financial support during the forthcoming year.

Boot Valley. C’Ilr John Cole had passed on a suggestion of a possible project to repair the stonewalls along the edges of the path. It was thought that possibly the College may be in a position to arrange assistance with this.

Discussion of co-option of new councillors

Applications from a local couple had been received, and acknowledged. However, follow up emails sent to them seeking confirmation of some information needed to assess their eligibility to serve as councillors had gone unanswered. C’Ilr Jan Morgan offered to call and speak to them, and try to get clarity on the matter.

Agenda item to be tabled for January to explore ways to enhance co-operation between the community council and the Welfare Committee.

Further discussion / adoption of Biodiversity Enhancement Report

C’Ilr Michelle Lewis had prepared a final draft of the document, and this had been circulated to all Members. Members were happy to accept the document, and subject to a further minor amendment, this was formally adopted (proposer C’Ilr Michelle Lewis, seconder C’Ilr Jan Morgan). Members thanked C’Ilr Michelle Lewis for her work on the document. Clerk to put the final approved document on the webpage, inform the Welsh Government accordingly, and circulate to all Members.

Discussion of possible arrangements to celebrate coronation of Charles III

C’Ilr John Cole had suggested that a ‘Party in the Park’ event on the weekend of the Coronation would be the best idea, on a fairly big scale. The details would need to be looked at and decided. The event would be organised by Welfare Committee. Members were concerned to support something that would be attractive to local residents and well-attended. Members to consider possible ideas, for a further discussion in January. Agenda item to be tabled for January.

Any necessary discussion of arrangements for Christmas / New Year

Members had been informed by C’Ilr John Cole that it would not now be possible for a New Year’s Eve party to be organised in the Welfare Hall, due to lack of time.

Members agreed that more attention / input needed to be put into events in the future, to ensure they were a success. It was felt that these end of year events would need initial discussion earlier, probably in the summer.

Discussion of dog-fouling / environmental issues

It was pointed out that there was very limited enforcement available to deal with incidents of dog-fouling. However, Members were agreed that the laminated posters should be prepared and put up around the community to discourage dog-fouling. Clerk to circulate P.C.C. email address to all Members, which could then be used to report incidents of dog-fouling to the Authority.

Individual member explanations of councillor roles

Some Members were unclear about the parameters of the County Councillor role, and how this interfaced with the community council. There was also a need for clarity on the respective roles of the community council and Welfare Committee. Matter to be placed on agenda for further discussion in January, with particular focus to be on an explanation of roles for any Members with particular roles, and an explanation of the County Councillor and Chairman role.

Discussion of protocols for use of Whatsapp group

Some Members felt the Whatsapp group needed to have some guidelines placed on its use, to limit the scope for excessive and potentially intrusive effects on everyday life for Members. C’Ilr Michelle Lewis undertook to prepare some rules / guidelines for use of the Whatsapp group, and circulate these for comment. Agenda item to be tabled for January to complete discussion.

Discussion / explanation of protocols governing discussions and decisions in community council meetings

Deferred for discussion in January.

Discussion of Fasthosts email account

Members agreed to suspend the Fasthosts subscription, and proceed using individual emails (proposer C’Ilr Ian Lewis, seconder C’Ilr Jan Morgan). Clerk to set up a new contact email address for the community council.

Discussion of project for vehicle activated signage

Deferred for discussion in January. Clerk to circulate available information to Members by email in advance of the January meeting.

Discussion of appointing community council representatives to Welfare Committee

Deferred for discussion in January.

Any Other business

There was no other business mentioned.

Next meeting

Wednesday 11th January 2023, at 6-30pm, in person at the Pembrokeshire College, and online using the Zoom platform.
The meeting was closed at 8-30pm.