

MANORBIER COMMUNITY COUNCIL

Minutes of the Annual Meeting followed by the General Meeting of Manorbier Community Council

Held at **Emanuel Gospel Church Building, Jameston, Monday 15th May 2023**

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

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

In attendance – County Councillor P Kidney, two members of the public and The Clerk

Public Participation session commenced at 7.00pm

Meeting commenced at 7.08pm

Annual Meeting

2023/05 1 To Elect the Chairman of Manorbier Community Council for 2023/2024 and to receive their Declaration of Office

Cllr Clark nominated Cllr R Hughes as Chair of Manorbier Community Council; Cllr Hall seconded the nomination. No further nominations – Cllr Hughes accepted the term of Office and made his Declaration of Office as Chair to the Council.

2023/05 2 To Elect the Vice Chair of Manorbier Community Council for 2023/2024

Cllr Hughes nominated Cllr R Hall as Vice Chair to Manorbier Community Council; Cllr Clark seconded the nomination. Cllr Hall accepted the term of Office.

2023/05 3 Out Going Chairman's Report

Cllr Hughes reported that over the past 12 months we have seen the opening of the new hall at Manorbier and Manorbier Community Council have been able to give grants to support the building of such, totalling £10,000

We have also had to contend with unfortunate events surrounding Manorbier School and the Fire. Manorbier Community Council was able to step in to assist with the purchase of a Porta cabin, to use as a classroom, and also for the upgrading of the heating system within the hall, to ensure the children were in a warm and safe environment to carry on their learning.

We are grateful to our Clerk for securing several grants namely:

- Grant funding through the Enhancing Pembrokeshire Grant. Manorbier Community Council will contribute to the amount received from the grant for the purchase of play equipment in Jameston play area.
- Grant funding through Save a Life Cymru to purchase one defibrillator to be located at Manorbier Beach carpark
- Grant funding through Pembrokeshire County Council for the installation of electronic speed alerters at either end of Jameston village. These have proved a great success.

Manorbier Community Council has also been able to supply a further defibrillator which is located at Manorbier Newton.

So we look forward to another year where we try and help our community as much as we can.

2023/05 4 2023/2024 Chair's Address the Council - As above

2023/05 5 Apologies for Absence Cllrs M Kidney and G Preece

2023/05 6 To receive any personal and prejudicial Declaration of Interests - None

2023/05 7 Appointment of Working Party Group Members

- Staffing Working Party – Cllrs Hughes, Kidney, Hall and Barry

2023/05 8 To review the Council's representation on outside bodies

- One Voice Wales – Cllr Miall

2023/05 9 To set the time and dates of the General Meetings of Manorbier Community Council (May 2023 to April 2024)

Manorbier Community Council will endeavour to hold its meetings on the first Monday of each month. Should this fall on a Bank Holiday then the meeting will be on the third Monday.

No meeting is scheduled for August but if required one will be held – This will be assessed in the July meeting.

2023/05 10 Council Insurance for 2023/2024 – To consider the price received for the continued insurance of Manorbier Community Council.

Cllr Hall proposed that the quotation, as presented, be accepted; Cllr Miall seconded the proposal with all Cllrs in full agreement.

General Meeting

2023/05 11 To Receive the Minutes of the Meeting Held on the 6th April 2023

Cllr Clark proposed that the Minutes be signed as a true record of the meeting held on 6th March 2023; Cllr Lane seconded the proposal with all Cllrs eligible to vote in full agreement.

2023/05 12 Matters Arising from the Minutes – Information Only – nothing not covered within the agenda

2023/05 13 Account(s) for Payment

Following consideration of the report, Cllr Hall proposed that the report depicted a true record of the Manorbier Community Council's financial position and should be signed as a true record; Cllr Barry seconded the proposal with all Cllrs in full agreement.

Cllr Barry proposed that he invoices, as depicted, should be paid in full; Cllr Clark seconded the proposal with all Cllrs in full agreement.

2023/05 14 To receive any updates regarding the 2022/2023 Audit process

The Clerk advised that all relevant paperwork had been passed to the Internal Auditor for her consideration.

2023/05 15 Planning Application(s) Received - None received

2023/05 16 Licensing Application(s) Received - None received

2023/05 17 Consideration of Correspondence Received

- Notice of Firing received for Manorbier and Castlemartin firing ranges
- A number of Emails, for the same author, received raising concerns regarding persons parking vehicles overnight in and around Manorbier. The Clerk has passed such onto County Council Kidney as he is working with various Authorities to try and find a solution to this ongoing problem.
- Email received from a member of the public raising concerns regarding a recent planning application considered by Manorbier Community Council – the author has been advised that Manorbier Community Council did not support this planning application and has requested the Planning Authority to consider refusal of such.

- The Pension Regulator – The Clerk advised that the Manorbier Community Council has fulfilled its legal responsibility regarding re-enrolling into the Pension Scheme.
- An UpToDate report was received from the volunteers looking after Bier House. Various plants have been donated, compost purchased and various tidying works carried out by - Jane Foley, Toni, Tasker, Carol Carey, Linda Cooke and John O'Toole.

2023/05 18 To receive County Councillor's Report

- Cllr Kidney requested if the bench that was removed from the Bier House be relocated at the bus stop in Lydstep. (The original bench had been removed due to it not being fit for purpose) – This was agreed and Cllr Hughes will arrange such
- The highways department at Pembrokeshire County Council have been contacted by Cllr Kidney and a request for certain hedgerows to be cut back made.
- Pembrokeshire County Council has undertaken repairs to the 'back road' to Lydstep Haven.
- During a recent seminar with the neighbour Policing Team, Dyfed Powys Police stated that working with Community Council's is of paramount importance and every effort will be made by PCSO's to work with the Local Councils.

2023/05 19 Action Tracking:

- a) Jameston Play Park – Enhancing Pembrokeshire Grant Application has been approved in the sum of – £14,097 – As agenda item 2023/03 161- Order submitted, Installation date awaited. Colours chosen – Yellow and Blue
- b) The installation of a defibrillator on the outside wall of the public toilets located within the Manorbier beach carpark – Grant application to Save a Life Cymru for a defibrillator successful. Pembrokeshire County Council have advised that the Defibrillator cabinet can be located on the outside of the public toilet building. Insulated cabinet installed, Defibrillator awaited from Save a Life Cymru.
- c) The installation of a defibrillator within Manorbier Newton – It has been agreed to use the £1,000 gifted by the Long Course Weekend organisers. A location has been agreed. Defibrillator and insulated cabinet installed at Manorbier Newton,
- d) Beavers Hill Crossing (County Cllr Kidney) - safety improvements and possible installation of road safety ramps/signs – Cllr Kidney advised that works are to commence ASAP (March 2023)
- e) Improvements to footpath in Manorbier (Vicarage Fields to Post Office) (County Cllr Kidney) – No further information at this time

2023/05 20 To consider the Co-option process

The Clerk to advise the Returning Officer regarding Cllr L John's recent passing. If no Election is called the remaining seats to be filled by co-option of Councillors.

2023/05 21 To acknowledge the Remuneration payments made for 2022/2023 to Councillors

The Clerk advised that one remuneration payment had been made and the report has been placed on Noticeboards in the Wards, on the website and sent to the Independent Remuneration Panel for Wales.

2023/05 22 To consider any emergency items and/or outstanding issues before Full Council.

- The Clerk to contact Pembrokeshire Coast National and clarify what the section 106 agreement was for the development at Buttylands Caravan Park
- Social media – Cllrs Barry, Lane and Miall to develop a Facebook page and Twitter account for Manorbier Community Council to enable the passing on of information.

Next Meeting – 5th June 2023

Meeting closed 20.05