

**LLAWHADEN COMMUNITY COUNCIL**  
**INCORPARATING LLAWHADEN, ROBESTON WATHEN, GELLI & BETHESDA**

Minutes for the Community Council meeting held on Thursday 5<sup>th</sup> July 2018 in the Llawhaden YFC & Community Hall at 20:00hrs.

**Present:**

Hugh Watchman (Chairman)	Geraint Bowen
Tim Simmons	Simon Plant
Samantha Philipps-Harries (Clerk)	

**1. Chairman's Remarks**

The Chairman welcomed everyone to the meeting and advised that a meeting was not held in June as a quorum had not been attained.

**2. Apologies for Absence**

Apologies for absence had been received from Dave Wilcox and Bronwyn Rhodes.

**3. Confirmation of Minutes of the Meeting held on 3<sup>rd</sup> May 2018**

Minutes of the meeting held on 3<sup>rd</sup> May 2018 were read and confirmed as a true record.  
Proposed Geraint and seconded by Tim.

**4. Matters Arising There From**

4(4b) Defibrillator training update from 26/04/18 – there was no further updates at present.

(6l) Pembrokeshire County Council (PCC) – Local Development Plan 2 – Call for Candidate Sites – it was not possible to hold a local public meeting for this plan, as the county council were unable to provide representatives to answer questions at this time. Hugh hoped to attend the Methodology meeting at County Hall, on 18/07/18 at 14:00hrs.

4(8a) Update on planters (Tavernspite Nursery) – an invoice for £112.95 had been received from Tavernspite Nursery relating to plants for the planters throughout the ward. It was agreed to pay this invoice by all councillors' present.

(8a) Flooding on road between Llawhaden and Whiteleys – no further information had been received.

(8b) Update of planned notice board for Gelli – Hugh had obtained quotes for a wall mounted lockable notice board, suitable for the Llawhaden Hall, at a cost of £181.08 (including Vat). There were also post mounted notice boards available suitable for Bethesda, at a cost of £430.80 (including Vat).

**5. Finance**

a. Balance of the Bank Accounts as at 29<sup>th</sup> June 2018: –

Business Current Account - £4641.02

Business Reserve Account - £1433.24

b. Annual Insurance – BHIB - £182.90 Insurance Premium for 2018/19 – it was agreed to pay by all councillors' present.

c. Clerks request for wages and expenses April to June 2018: -

Wages = £450.00 Expenses = £27.21

It was agreed to pay by all councillors' present.

d. Independent Remuneration Panel (IRP) – Town & Community Councils pro forma – noted.

Signed: *Hugh Watchman*  
Chair of Llawhaden Community Council

Dated: 6<sup>th</sup> September 2018

## 6. Correspondence

- a. Pembrokeshire Coast Nation Park Local Development Plan (LDP), including 6-monthly update on larger residential sites in the National Park – tabled.
- b. Picnic Area, Llawhaden (nr Castle) – letter and texts had been received from residents regarding the lack of maintenance. The land had been leased to Pembrokeshire County Council (PCC), until 2017 and had then been returned to the Mansion House. Given that the Mansion House was recently sold, it was felt that the new owners would need to be contacted to establish whether the land was still part of their plot. In the meantime, Mr Brian Twose had kindly cut the grass as it had become unsightly, however a more appropriate maintenance regime would need to be established once ownership had been confirmed. It was proposed that Mr Twose be paid expenses for any costs he may have incurred whilst cutting the grass – proposed by Hugh and seconded by Simon.
- c. Biodiversity Solutions – a social enterprise company dedicating its income to researching and improving the biodiversity of West Wales – noted.
- d. Mid and West Wales Fire and Rescue Service: Defibrillators in Pembrokeshire - noted.
- e. Invoice from Wiston Ward Community Council for Clerks One Voice Wales Training – Module on Meetings. As Samantha is the clerk for both Llawhaden and Wiston it was agreed to split the cost of training module between both community councils. It was therefore agreed to pay the invoice of £20.00 – proposed by Simon and seconded by Geraint.
- f. Sandy Bear Service – Donation Request: it was agreed to donate £50.00 to this charity based in Pembrokeshire, who offer a bereavement counselling service to children in Pembrokeshire. Proposed by Geraint and seconded by Tim.
- g. Local Development Plan (LDP2) – Engagement Session/Methodology-6-week Informal Consultation – Hugh agreed to attend this meeting.

## 7. Planning

- a. Planning permission granted for a proposed garage and workshop and associated external works, Robeston House, Robeston Wathen – 17/1067/PA.
- b. Erection of four self-catering lodges & associated infrastructure at Bethesda Farm Shop, Rose Villa, Bethesda – 17/1293/PA: Geraint signed the register of councillors financial and other interests. Geraint informed the meeting that this planning application related to the infrastructure of the lodges, and that a site visit was planned in the following weeks. The councillors present agreed that there was no further discussion required as their thoughts had already been noted on the application.

## 8. Points of interest raised by the County Councillor

Di Clements was not at the meeting.

## 9. Any Other Business

- a. It was with regret that Bronwyn Rhodes and Simon Plant had tendered their resignations as community councillors for the Llawhaden Ward. Hugh thanked them for their hard work during their term in office and wished them well with their future commitments. Following on from their resignations it was felt Community Councillor Vacancies should be advertised in the newsletter. Hugh would ask Isobel to include the vacancies in the next newsletter.
- b. £2882 Grant available to Llawhaden Community Council – from the 2<sup>nd</sup> home grant. It was proposed that a notice in the newsletter could ask the local community for ideas for projects in the locality.
- c. What is the Community Council responsible for in the ward? It was established that the community council was responsible for: -

The playing field that Narberth Rugby Club used for training purposes, the grass was cut by a local farmer (Ian Graham) for hay.

The defibrillators recently purchased and sited in Llawhaden and Robertson Wathen.

Noticeboards currently sited in the ward.

- d. Defibrillators for Bethesda and Gelli – the defibrillators would need to be sited in a prominent position in the villages with a power source. For Bethesda it was agreed that the garage may be the ideal site for a defibrillator, Hugh agreed to speak to the garage owner to find out if this could be an option. Gelli still had its telephone kiosk with an electric supply, the clerk would contact British Telecom to establish who owned the kiosk and find out if siting a defibrillator there would be acceptable.
- e. Over 60's Lunch Club – as previously mentioned by Di Clements, there was a grant available from PCC, to subsidise an over 60's lunch club. It was thought the newsletter could be used to find out if the over 60's in the ward would be interested.
- f. Maintenance of Bethesda Green – the green is maintained by a Dylan Harries a resident in Bethesda. Hugh had spoken to Dylan and he confirmed he was happy to continue cutting the grass. It was agreed the clerk would send a letter of thanks to Mr Harries.
- g. Christmas Lunch 2018 – 8<sup>th</sup> December 2018 was proposed as the date for the lunch. The clerk would contact Owain Lewis to book the hall and confirm that the chefs would be available to cook. When the date was confirmed all other aspects of the lunch would be discussed.
- h. Newsletter – Hugh would speak to Isobel to ensure she was happy to continue in the role of editor for the newsletter.
- i. Update of website – the Town and Community Council website for Llawhaden was currently updated by the clerk, mainly for displaying meeting minutes and agendas.
- j. Vulnerable Persons List – following the bad winter weather, it was felt that maybe residents in the ward may need a little extra help during the extreme weather conditions. It was suggested that these residents should contact the community council and their names and contact details could be added to a list, and they would be contacted to check everything was okay, at these times.
- k. Internal Audit 2017/18 – Mr Dylan Harries of Bethesda had been approached and had agreed to act as the internal auditor for Llawhaden Community Council. There would be a charge for completing the internal audit in the region of £80-£100. All councillors at the meeting agreed to engaging Dylan's services, given he had recently retired as an accountant with a local accountancy firm and already completed the internal audit for Clunderwen Community Council. The clerk would forward the audit documents for 2017/18 to Dylan as soon as they were ready.

## **10. Date of the Next Meeting**

There would be no meeting in August, therefore the next meeting would be held on Thursday 6<sup>th</sup> September 2018 at 20:00 hrs at Llawhaden YFC & Community Hall, Llawhaden.

As there was no further business the meeting closed at 21:50 hrs.