**CYNGOR CYMUNED CILGERRAN COMMUNITY COUNCIL**

**MINUTES OF THE MEETING HELD ON**

**MONDAY 24th September 2018**

Present: Cllrs L Williams, M Clarke, J Davies, K McEneany, N Evans, J Wimhurst, P Bottom, D Worth

Apologies: Cllr H Bellamy

Not Present: Cllrs K Griffiths, G Evans, E Thomas

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441 Minutes of the meeting held on 23rd July 2018. Proposed as correct by Cllr Wimhurst and seconded by Cllr McEneany.

**442 Matters Arising**

442.1 Playground Drainage – The Clerk reported that she had been unsuccessful in obtaining sand bags from Pembrokeshire County Council. Cllr Davies explained that sand bags are only issued when there is danger of flood to properties. Councillors decided unanimously to monitor the playground over the next 4 months and then review in February with a view to pulling up the mats, laying taram membrane and re-soiling in the spring.

442.2 Playground & MUGA Maintenance – Cllr Bottom reported that the jobs on the last inspection report had all been completed apart from the pulling up of the mats. He also reported that one of the netball backboards had broken again. He agreed to get this fixed. The Clerk will report back to the County.

442.3 Pedestrian Crossing – Cllr Davies reported that there had been no interest in this role.

442.4 Pavements at Castell Corwg – Cllr Davies reported that Welsh Water have adopted the sewer system and Mr T I Davies has agreed that the pavements need to be repaired. Matters are moving forward.

442.5 GDPR – The Clerk had forwarded a draft copy of the Model Standing Orders to members to scrutinize before the meeting. The Clerk was asked to amend section 5 (b) & (d) which, should state that meetings are held on the ‘fourth’ Monday of the month; also 4 (b) should state that elected members’ terms of office will normally be ‘five’ years. The Clerk will make these amendments. Cllr Davies proposed to accept and adopt the Model Standing Orders, seconded by Cllr Wimhurst and all in favour.

 The Clerk reported that Cllr Bellamy was still having trouble accessing the new e-mail address, Cllr Clarke agreed to help him with this matter. Cllr Davies expressed his wish for correspondence be sent to his County Council e-mail address or the existing one.

442.6 Movement of Picnic Table – Cllr Williams reported that due to the busy summer and festive week activities, the table had not been moved but would be in the near future.

442.7 Parc Y Dre – The Clerk reported that she had obtained a combination lock but was unable to use it as the dent in the gate was preventing it from closing. Cllr Bottom agreed to have a look. Cllr Williams reported that on the morning of the Carnival, she was summoned to the toilets at Parc y Dre as they were in a horrendous condition. She subsequently spent 2 hours cleaning them. She acknowledged her thanks to Mr W Prout who had temporarily placed mesh over the doors to stop birds getting in. The matter was discussed at length and it was agreed that Cllr Williams and Cllr Worth would prepare a schedule of work required to improve the toilet block to an acceptable condition. They will report back at the next meeting. Cllr Williams then proposed that a letter be sent to Users asking them what measures would be taken to clean toilets after use. All in favour.

442.8 War Memorial Plaque – Cllr Williams reported that a significant crack had appeared on the left pillar of the Castle gates dislodging the War Memorial Plaque. Pictures were shown to members. Cllr Davies asked the Clerk to notify CADW.

442.9 Footpath from Dolbadau to Llechryd – Cllr Williams reported that this footpath had become dangerous with overhanging trees and uneven ground. Cllr Davies confirmed that he would report it to the necessary authorities and have the trees trimmed back.

442.10 Audit – The Clerk reported that the Audit for the year ending 31st March 2018 had been certified and completed with the auditors noting that the ‘Notice of Appointment of Date for the Exercise of Elector’s Rights’ was not exercised within the correct period. Therefore the auditor felt that the response to Assertion 4 should be ‘No’. This was noted by members.

442.11 Speed Limit Sign (Cnwce) – Cllr Davies reported that the repositioning of the sign before the bend would be a lengthy process as an application to the magistrates’ court would be needed. He agreed to arrange for a separate pre-warning sign to be placed before the bend.

**443 Correspondence**

443.1 Letters received from Mr Wynne Jones attaching correspondence between himself and Pembs C/C regarding Cilgerran Holly Lodge Development. Seen and noted.

443.2 Pembrokeshire C/C – Charter between PCC and Pembrokeshire’s Town & Community Councils. Seen and noted.

443.3 Pembs C/C – Information regarding Environmental Enforcement for Offences. Seen and noted. Cllr Davies will e-mail the contact details to members.

443.4 Welsh Government – Consultation on Petroleum Extraction Policy in Wales. Seen and noted.

443.5 Pembrokeshire C/C – Consultation on draft Statement of Gambling Policy. Seen and noted.

443.6 Welsh Government – Future Fracking & Coal Bed Methane development in Wales. Consultation available on website. Seen and noted.

 **444 Development Control.**

 **Planning Applications:**

444.1 Glandovan Mansion – The Cottage, C3068 Cilgerran to Ty Rhos Farm, Cilgerran – Proposed alterations and extension - 18/0267/PA. Conditionally Approved. Seen and noted.

444.2 Glandovan Mansion, Cilgerran – Proposed alterations and extension to house – 18/0266/PA. Conditionally Approved. Seen and noted.

444.3 Outbuildings at Blaen-Mergi, Cardigan, Grid Reference: 217296.066-240584.637 – Conversion of outbuilding to holiday let unit – 18/0476/PA. Cllr Davies declared an interest. No objections.

444.4 Penrallt Fach Farm, Cilgerran – Discharge of condition 8 (details of foul and surface water disposal) of planning permission 17/1225/PA. – 18/0489/DC. Seen and noted.

444.5 Glandovan Mansion, Cilgerran – Alterations and extension to dwelling – 18/0148/LB. Conditionally Approved. Seen and noted.

444.6 Glandovan Mansion, The Cottage, C3068 Cilgerran to Tyrhos Farm, Cilgerran – Alterations and extension – 18/0268/LB. Conditionally Approved. Seen and noted.

 **445 Finance**

 Balance as at close of meeting 23/7/2018 Current Account £12,726.20

 Reserve Account £6,292.35

 Total £19,018.55

**Payments**

445.1 V Varney (July Salary) £297.50

445.2 Insignia Office Supplies £74.60

445.3 P Bishop £106.50

445.4 Welsh Water £77.32

445.5 V Varney (Aug Salary) £297.50

445.6 Ironmongery Direct (Lock) £20.94

 Total Payments £874.36

**Income**

445.7 Pembs C/C (Precept) £5,000.00

445.8 Bank Interest (Jul &Aug) 0.55

 Total Income £5,000.55

 Balance as at close of meeting 24/9/2018 Current Account £16,851.84

 Reserve Account £6,292.90

 Total £23,144.74

445.9 The above payments were proposed as correct by Cllr Worth and seconded by Cllr Clarke.

**446 County Councillor’s Report**

446.1 Cllr Davies acknowledged the first class work that Mr Paul Bishop had carried out to restore the fingerposts signs. The Clerk will thank him by letter.

446.2 Regarding Rhoshill, Cllr Davies reported that he had written to residents and had met with some. Over the summer months there had been 3 accidents, one relating to speed, one was human error and the other was due to poor visibility coming out of the Eglwyswrw road. He confirmed that the Council have agreed to monitor the speed and carry out some repainting of the hatching which has faded.

446.3 Cllr Davies thanked the Chair for bringing to his attention the unauthorised proposed road closure by Babell Chapel which would have resulted in chaos on the high street over the summer. The necessary application was made and traffic lights were eventually installed to carry out the work.

446.4 Cllr Davies reported that a request was received from the Coracle men to put the coracles in a caged area in front of the building so that they could dry out properly and at the same time be viewed by the public. Pembrokeshire County Council have requested that the Community Council consider taking control of the building and the ground around it. Cllr Davies asked members to formally consider this matter and it will be discussed at the next meeting.

446.5 Cllr Davies reported that the football club had asked if the Community Council would cover the cost of petrol to cut the pitch at Parc Y Dre. Cllr Williams will ask Mr M Lloyd for a bill.

**447 Any Other Business.**

447.1 Cllr Worth announced that there would be a Macmillan Coffee morning in the village hall on 2nd October and encouraged members to attend.

447.2 Cllr Clarke acknowledged the work carried out by festive week members which resulted in a very successful festive week again this year.

447.3 Cllr Wimhurst asked if the ‘give way’ at wildlife park junction could be changed to a ‘stop’ as traffic had emerged without giving way on a number of occasions. Cllr Davies agreed to look into the possibility.

 447.4 Cllr Wimhurst asked if Llwyncelyn lane could be sweeped as debris had not been cleared after completing the tarmacking. Cllr Davies agreed to follow this up.

447.5 Cllr Williams suggested that it would be beneficial if all the local groups could meet up and introduce themselves to each other to establish if they could help one another.

447.6 Cllr Williams requested clarification regarding a footpath at Penrallt Fach Farm. Cllr Davies agreed to check with the Countryside Access Officer.

 Meeting closed 9pm.

 Date of next meeting: 15th October 2018

 Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chair

 Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Clerk to Cilgerran Community Council