**NEVERN COMMUNITY COUNCIL CYNGOR CYMUNED NANHYFER**

 MINUTES OF THE ORDINARY MEETING

HELD ON 4th July 2018 in Nevern Village Hall

PRESENT.    Cllrs Peter Marks (Chair), John Denley, (Vice-Chair), Vivian Owen, Peter Davies, Hedydd Lloyd, Katharine Whitehead, County Cllr Mike James.

 APOLOGIES FOR ABSENCE:    Cllr Dewi Owens

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MINUTES / CYNLLUNIA

The minutes of the ordinary meeting held on 6th June 2018 were agreed as a correct record by Cllrs. Viv Owen and Ron Rees.

MATTERS ARISING / MATERION YN CODI.

* Cllr Mike James spoke with Sg. Delme Jones who will talk with PCSO Justin Williams, Cllr James to will recontact PCSO Williams within the week.
* No laptop purchase as yet as the Auditor had the cheque books.
* The cycle race was organised by Preseli Angels – Cllr James said that he had asked ‘Street Care’ to phone the organisers to say this was totally unacceptable and a clean-up must be done. Cllr Denley said nothing had been done so far, Cllr Lloyd said it was not up to PCC. Cllr James to reinvestigate.
* No information on Defib boxes as Cllr Sollis not available. Clerk to e-mail Cllr Sollis to remind her. Cllr Marks (Chair) told the meeting that the defib box could not go into the telephone kiosk as it had now been removed; the siting of the defib boxes must be sorted as soon as possible.
* Nevern path – Cllr Whitehead said it was impassable, Cllr Rees added it was still on all the maps. Cllr James had been in touch with Anthony Richards of the NP and had no reply as yet. Clerk to e-mail Mr Richards with information from Cllr James.
* Nevern Hall – Defib training. Cllr Sollis not in the meeting, clerk to e-mail Cllr Sollis.
* Fixed Assets – Cllr Lloyd said these must be included in the annual audit, including Castle, stocks and shares, defibs plus defib boxes. Cllr Lloyd is looking through past minutes to ascertain dates and costs of assets as this information had to be included. Cllr Lloyd asked for a book to register assets and be able to keep them all in one place for ease of reference. All agreed to use the back of Community Council ‘red disclaimer book’. Cllr Davies said that Castle assets, and items bought for the archaeological dig also belonged to the council.
* Castle dig – Cllr Rees had arranged a castle committee meeting on Tuesday 10th July with Dr. Caple. Cllr Rees has written an agenda. Cllr Davies wanted to know who was on the committee. Cllr Rees replied that Meryl Roberts, Huw Roberts Gordon, Dai, Elfed, Alan Wills, Robert Anthony, Reg Davies, community councillors and C Cllr James. There would also be an onsite meeting with Dr. Caple giving his talks on the archaeological finds etc. @ 7.30pm on Wednesday 11th July. Dr Caple would like the meeting to suggest what he would like to do with the castle in the future, e.g. Cadw booklet and looking ahead to 2024. Clerk to e-mail for Cllr Rees agenda and paperwork to committee members.
* Castle celebrations – Cllr Lloyd suggested Wednesday evening after Dr. Caples talk. All agreed. Cllr Lloyd wanted to know who would speak, there would be no food as this was too complicated at the site and maybe Pimms to raise a glass. All agreed. Cllr Lloyd would purchase the drink and fruit, and non- alcoholic fruit juice on behalf of the council. Plastic glasses to be used, Cllr Lloyd to sort. Cllr James maybe late as he had commitments elsewhere.
* BT pole in Nevern – Cllr James was advised to contact Steven Crabb who is looking into the problem.
* Street Light – Cllr James has been in touch with PCC and to proceed must have the number off the pole, which he would do as soon as this meeting was over.
* Janet Weston paperwork – Cllr Lloyd has already picked up and all the paperwork is with her, and following the relevant procedures was sorting.
* Filing Cabinet – Cllr Lloyd had had no cheque book, but as they were now returned would buy the cabinet (£20) and laptop (£599.99) as soon as was convenient.
* Litter - Cllr Denley would like litter bins as long as they would be emptied regularly. Cllr James said if they were PCC litter bins then the PCC should empty them. Cllr James will find out and get bins, but locations would be required, this will be discussed at the next meeting.

PLANNING / CYNLLUNIAU

         NP/18/0370/FUL Bryngwyn, Moylegrove SA43 3BP

Cllr Davies pointed out that it was much larger than the caravan it was replacing and the roof was much higher, so would be seen and wasn’t particularly attractive. A discussion about said planning ensued, the councillors unanimously voted for a rejection for the following reasons. – The building is considerably larger in width, height and depth and would be seen, the caravan as stands is unobtrusive, the proposed cabin would be out of character in Moylegrove village.

* Late Planning – NP/18/0188/FUL Replacement of existing timber doors with composite doors – Parc-yr-Efail, Felindre-Farchog, Crymych – No Objection

CORRESPONDANCE / CYFATEBIAD E-MAIL/E-BOST

* One Voice Wales AGM. – Pembrokeshire Area Committee. Tuesday 10th July, County Hall Haverfordwest @ 7pm. No Councillor available to attend.
* Code of Practice work force – Annual monitoring. Not of relevance to this council.
* June newsletter from WG – Past around and read by Councillors.
* One Voice Wales – training dates – Noted by Councillors
* NP Community Council Seminar on Dark Skies. To be brought up in next agenda as of interest.
* LDP – Options for levels of growth and spatial strategy - Noted

 FINANCE/ CYLLID

* Zurich Insurance £257.60. Paid cheque no. 000536
* Jane Jamison - £175 Paid cheque no. 000540
* Clerks salary - £400 paid cheque no. 000541
* Clerks expenses - £39.60 paid cheque no. 000543
* Filing Cabinet - £20 paid cheque no. 000539
* HMRC income tax –paid £100 cheque no. 000542
* Williams Electrical for defib cabinets – paid cheque no. 000538
* Audit – Due to unforeseen circumstances D.B Accountants were used for the Internal Audit. Mrs Hazel James has agreed to, and has written a letter stating she is able to do said audit. All councillors agreed to go with Mrs. James for the future audits. Jane Jamison has prepared the accounts for said audit. Cllr Lloyd discussed the audit and had been able to get a 2 week extension due to the circumstances. Chairman and Clerk signed the audit. Quarterly budget figures reviewed by Councillors.
* Cllr James thanked Cllr Lloyd for helping the new clerk with the finances.
* Bank Statement – Cllr Lloyd has been in to the bank to change signatories and address for correspondence.
* Pro Forma – Filled in.

A.O.B. / UNRHYW FATERION ARALL

* Nevern toilets – Cllr Davies wanted to know about upkeep with PCC to do with the toilet block. What responsibilities we or they had, was there a contract? Clerk to contact PCC to find out, also to look in past paperwork to see if a contract can be found.
* Enhancing Pembrokeshire – Cllr Whitehead said that they could be of great help with the upkeep of Castle as there may be a grant available. Cllr Davies wants the website updated
* Felindre-Farchog speed signs. Cllr Marks (Chair) said Trunk Roads Agency speed awareness was for 6 months. PCSO Justin Williams was in charge and needed to be recontacted.
* Cllr Rees asked for Nevern Castle to be put on the agenda for next month.
* Cllr Whitehead will read the book on Local Boundaries for Wales.
* Cllr James will look into the Byelaws of Newport Beach as Cllr Marks would like to know about overnight parking.
* Cllr Davies pointed out that the timber from Nevern Castle had to be cleared. Mr Peter Lloyd had approached him about it, it was agreed by all that Jeremy and Jim Senior should be asked whether they are interested as they were involved formerly.

 Meeting closed – 9.30pm

Signed by the Chairman. Cllr Peter Marks

DATE OF NEXT MEETING.

* Wednesday 5th SEPTEMBER. MOYLEGROVE VILLAGE HALL 7.30pm