**MANORBIER COMMUNITY COUNCIL (MCC)**

**Full Council Annual Meeting – Monday 13 May 2019**

To be held at **Jameston Village Hall, Jameston**, commencing at **7.00pm**

**Correspondence and planning documents will be made available for councillors from 6.30pm to help inform discussions on these items. Public are invited to attend from 7.00pm. Public Participation session will commence at 7.00pm and will not normally exceed 15 minutes in length. Please note that Audio or Video recording of Full Council meetings is not permitted. All MCC meetings are regulated by its Standing Orders.**

**AGENDA**

1. To receive any apologies for absence.
2. To receive any declarations of interest.
3. To elect the Chair of Manorbier Community Council for 2019/20.
4. To elect the Vice Chair of Manorbier Community Council for 2019/20.
5. To appoint representatives to MCC’s Staffing sub-committee, Planning sub-committee (if appropriate) and One Voice Wales Area Committee for 2019/20.
6. To approve MCC’s Summer Recess (if any) for 2019.
7. To approve the payment of the following Annual Costs/Donation and Clerk’s on-going monthly salary;

* Manorbier School Book Tokens – up to a value of £40.00
* Annual Insurance Premium: BHIB (Underwriter – Aviva Insurance Ltd) - £1,134.94 (Long Term Agreement (LTA) – 5% discount applied – year 2 of the LTA)
* Continuation of Clerk’s salary: £500.00 gross per month (includes PAYE of £100.00)
* John Williams – cancellation of rent for water pipe - £1.00

1. To approve and sign as a true and correct record the draft Minutes of the Full Council Meeting held on 1 April 2019.
2. Matters Arising from the Full Council Meeting held on 1 April 2019.
3. To receive and consider correspondence.
4. To receive and consider the following planning application, licence application and other notices:
5. **NP/19/0184/CLE – Use of the land for 6 touring caravan pitches and camping pitches (10 years) and the siting and use of a toilet block (4 years) at Wynd Hill, Manorbier SA70 7SL**
6. **NP/19/0193/TCA – Tree Works: Dismantle Alder tree to ground level at Fernley Lodge, Manorbier SA70 7TH**
7. **NP/19/0043/FUL – Plot development to a two storey detached dwelling and detached garage at Plot 6, Green Grove, Jameston SA70 8QJ (Amended plan)**
8. **NP/19/0199/FUL – Erection of 4 bed house with integral garage at Plot 5, Green Grove, Jameston SA70 8QJ.**
9. **NP/19/0201/FUL – Erection of 4 bedroom house with integral garage at Plot 3, Green Grove, Jameston SA70 8QJ.**
10. Planning and Licence applications received after publication of the agenda.
11. Other Notices.
12. To receive and consider the Financial Statement from 14 March 2019 to 13 April 2019 and the End of Year Budget Monitoring Report 2018/19.
13. To receive an update on the Annual Audit for FY 2018/19.
14. To receive and consider County Councillor Phillip Kidney’s report.
15. Action Tracking: to receive any updates on the following matters, **not covered elsewhere in the agenda;**
16. Car parking at Manorbier Station – update on plans for car park.
17. Beavers Hill Crossing: safety improvements and possible installation of road ramps/signs.
18. Improvements to footpath in Manorbier (Vicarage Fields to Post Office) – update on meeting with Alan Hunt.
19. Speed checks/Installation of a vehicle actuated speed sign in MCC’s area – update (if any) from County Cllr Kidney.
20. Installation of footpath - Windy Ridge to Hounsell Avenue, Manorbier – update on Enhancing Pembrokeshire Grant.
21. Jameston Play Area; equipment inspections and vegetation updates.
22. To receive an update on the Casual Vacancies process for Manorbier ward and agree next steps.
23. To consider and approve a nomination for Additional Community Governor at Manorbier CP School.
24. To consider councillor training opportunities provided by One Voice Wales.
25. To approve the following outstanding invoices for payment;
26. I P Morris - office costs: printer ink - £ 15.92
27. The Four Seasons (Pembrokeshire) Ltd – Christmas trees (x3) - £330.00
28. Invoices received after publication of the agenda .

1. To consider any emergency items and/or outstanding issues before Full Council.

I P Morris - Clerk & Proper Officer Email: [clerk@manorbiercc.co.uk](mailto:clerk@manorbiercc.co.uk) Website: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)