

PENALLY COMMUNITY COUNCIL

1minutes of the General Meeting of the Penally Community Council held on Wednesday 9th January 2019 at The Village Hall, Penally at 6.30pm.

Present: P Bradbury (Chair), J Preston (County Councillor and Vice Chair), J D'Arcy, C Bradbury, J Rilstone, M Neal and S Robinson

In attendance – The Clerk

Apologies for Absence

01 2019/01 Chairman's Report

The Chair thanked all Councillors who assisted in the removal of the Christmas Tree and lights. Cllr P Bradbury confirmed that the lights are stored in the Village Hall cupboard.

02 2019/01 To Receive the Minutes of the Meeting 12th December 2018

It was proposed by Cllr Neal that these Minutes be a true and accurate record of the meeting of Penally Community Council held upon the 12th December 2018 and be signed by the Chair as such; Cllr Rilstone seconded the proposal with all Council in full agreement.

03 2019/01 Matters Arising from the Minutes – Information Only

Printed Minutes within the Tenby Observer (04 2018/12)

The Clerk requested that the Tenby Observer add a sub-note to the printed Minutes stating they are subject to being edited by the printers.

Consideration of Correspondence Received (08 2018/12)

The Clerk confirmed that the contact details for the Village Hall Booking Clerk had been passed onto the Speed Watch Team who will contact the Village Hall direct.

County Councillor's Report (09 2018/12)

Further discussion took place regarding the proposed closure of the Tourist Information Centre in Tenby. Cllr Preston will keep the Council advised on this matter as he received further information.

04 2019/01 Account(s) for Payment and Presentation of Monthly Balance Sheet and report.

Accounts for Payment:

| | | |
|----------------------|---|---------|
| Melanie Priestley | Clerk Salary and extra hours (November) | £231.63 |
| Penally Village Hall | Hall Hire | £45.00 |

| | | |
|-------------------|-------------------------------------|--------|
| Melanie Priestley | Reimbursement for purchase of paper | £10.59 |
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Cllr Preston proposed that the above accounts be paid in full; Cllr Rilstone seconded the proposal with all Council in full agreement.

The Clerk presented the precept balances and cash book balance to the Council along with the bank reconciliation.

Cllr D'Arcy proposed that the banking records presented be signed by the Chair as a true representation of the Council's finances to date; Cllr Neal seconded the proposal with all Council in full agreement.

05 2019/01 Planning – None

06 2019/01 Licensing Application(s) Received - None

07 2019/01 Consideration of Correspondence Received

Telephone call received by a Councillor raising concern of the fact that the hedge between the station carpark and the main road had been significantly cut back. The Clerk advised that this land belongs to the Pembrokeshire Coast National Park Authority and that the responsibility of this hedgerow vests with them. Cllr Preston will contact Pembrokeshire Coast National Park Authority for any further information regarding this matter.

Letter received from the Pension Regulators Committee advising of the new Pension Rates as from April 2019. The Clerk to contact the Pensions Regulators Committee advising them of the new contact details.

Email received from Pembrokeshire County Council confirming receipt of Penally Community Council's Precept submission.

Telephone call received raising further concerns of persons parking in narrow areas around the village. Councillors agreed that this is a major ongoing concern which is raised many times during Council meetings. The Clerk advised the Council that, in relation to Minute 28 2018/11 prices for the manufacturing of signs have been received. It was agreed that 6 A3 signs depicting 'Polite Notice No Parking Restricted Road Width Bus Route' be purchased and erected where deemed necessary.

08 2019/01 Reports from Committees Including County Councillor's Report

COUNTY COUNCILLORS REPORT

LDP Candidate Sites

Councillors will be aware that an application for a candidate site for inclusion into the 2021 Local Development Plan has been submitted to Pembrokeshire County Council in respect of the land opposite the former DJ's night club. It is an ambitious project which includes a hotel, a food outlet and associated parking. I must stress that this application is not a planning application and will need to go through a set of stages prior to its approval as a candidate site. A planning application to carry out the development cannot and has not been submitted at this stage. In terms of the process of new LDP being adopted the timeline is as follows; Preparation will begin in April of this year for the draft document with an expected publication for formal consultation by October 2019. It then expected to be submitted to the Welsh Government by July 2020 (indicative) The Examination phase will be carried out between the Autumn and Spring of 2021 (indicative) with the publication of the Inspectors report by the Summer of 2021 (indicative). The adoption of the revised LDP is planned for the late Summer / early Autumn of 2021 again this is only an indication of the timeline and may be subject to change. Consultation on the current candidate site documents ends at 4.30 pm on Monday the 4th of February 2019.

Village Playing Field.

I have now received the plans for the proposed Pentanque area along with an up to date forecast of the costs. I will liaise with the PCC properties officer with a view to agreeing a site meeting with representatives of the Penally Petanque club, Penally Community Council and PCC. Once I have an indication of the preferred date and time I will invite the interested parties to attend.

Items for discussion by PCC cabinet

Amongst other items included on the agenda for discussion at the next Cabinets meeting are; The current charges for public toilets, The final Local Government settlement grant, the Cleddau Bridge and the Waste Services vehicle procurment. These agenda items affect many, if not all of us. The withdrawal of toll charges at the Cleddau Bridge will be welcomed by many, however the maintenance of the bridge does pose a huge financial challenge to PCC.I will report back to council in this and the other matters at the February meeting.

Repaired pothole at Holes Close

Following a call from a resident at Hoyles Close regarding a deep pothole in the Cul-de-Sac I am pleased to report that the hole was repaired within a few days of my notifying the Highways Department at PCC. I have thanked the Head of Highways on our behalf for the swift action of his department.

Agenda Items:

09 2019/01 Petanque Court/team update

Discussion took place regarding the Petanque Court, as Cllr Preston's report.

10 2019/01 The Consideration of the Position for New Councillors

The Clerk advised Councillors that confirmation had been received from the Returning Officer at Pembrokeshire County Council that the no requests had been received to hold an election within the prescribed time period and therefore Penally Community Council can fill the vacancy, as soon as practicable, by co-option of a person eligible for Council Membership. The Clerk to draft suitable Notices for public display stating any persons interested to contact her in writing by the 4th February 2019.

Since this meeting Notices have been publicly displayed on the Notice boards around the village and on the Council's website.

11 2019/01 Crow News – Correspondence received

Correspondence received regarding the Penally Crow Newsletter were circulated to all Councillors for their consideration. All Councillors agreed that the Newsletter was an asset to the village and the majority of residents looked forward to receiving a copy.

Discussion took place regarding the Newsletter and whether the Community Council was responsible for it or the Village Hall Committee. Cllr D'Arcy will discuss this with the Village Hall Committee and report back to the Council in February.

Councillors agreed that Penally Community Council will continue their support with the printing costs of the Newsletter and following information from the Village Hall Committee in February will decide as to the best way to do this. Cllr Preston will make enquiries as the availability of grants from the Power Station.

12 2019/01 Village Warden

Cllrs C Bradbury gave a report to the Council regarding the current state of certain areas around the Village which are looking unkempt and uncared for, these areas have been monitored for a period of time. Discussion took place regarding the best way to ensure that these areas are being looked after by the Village Warden.

The Council were advised that all efforts to contact the Village Warden were unsuccessful during the three weeks leading up to the meeting.

It was agreed that Cllrs C Bradbury and Rilstone prepare a works schedule, on a four weekly basis, to present to the Council at the February meeting. The Clerk to contact the Village Warden to arrange a meeting between the Village Warden, Cllrs C Bradbury, Rilstone and the Clerk, to discuss future works and the possibility of re-tendering for the position of Village Warden in April 2019, to comply with the Tendering Process as set out in the Code of Conduct.

Following the meeting the Clerk can confirm that the Village Warden has been contacted and is away but will telephone upon his return. (Expected return - 22nd January 2019)

13 2019/01 Information for consideration regarding the drafting of an Asset Register

Cllr P Bradbury advised the Council that Redkite Law are still in the process of preparing documentation for presentation to the Land Registry to ensure that all land in the ownership of Penally Community Council is registered as such.

Discussion took place as to the ownership of the land on which the Village Hall is situated (the Village Hall is in the ownership of the Trustees of the Village Hall). Cllr D'Arcy will make certain enquiries to ascertain who owns this land either the Village Hall Trustees or the Community Council and report back to the Council in the February meeting.

The Clerk requested Councillors to advise her, via Email, of any items of property around Penally that, to the best of their belief, is owned by Penally Community Council. A draft Asset Register will be prepared for presentation at the February meeting.

14 2019/01 Audit Update

The Clerk advised the Council that there is no further information and the 2017/18 Audit Report is still awaited.

15 2019/01 Consideration of the Proposed Financial Risk Assessment

All Councillors confirmed that they had studied the draft Financial Risk Assessment, as circulated at the December 2018 meeting. Cllr Neal proposed the Penally Community Council adopt the Financial Risk Assessment (Version 1 – December 2018) Cllr D'Arcy seconded the proposal with all Councillors in full agreement.

16 2019/01 Presentation of the Remuneration Decisions

The Clerk advised the Council that the Report will be available at the February meeting.

17 2019/01 Penally MOD firing times – January 2019

Monday 7th – Tuesday 8th January 2019

Tuesday 15th – Wednesday 16th January 2019

18 2019/01 To Minute any Declarations of Interests made

None

19 2019/01 Date of next meeting

Wednesday 13th February 2019

Meeting Closed 21.20



Clerk to Penally Community Council.

Normal Firing Times:-

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|----------------------|-------------|
| Monday to Saturday | 0830 – 1630 |
| Sunday | 1100 – 1530 |
| Bank/Public Holidays | No firing |