

## **MANORBIER COMMUNITY COUNCIL (MCC)**

Minutes of the Full Council Meeting of Manorbier Community Council held on Monday 6 January 2020 at Jameston Village Hall, Jameston, commencing at 7.00pm

**Public Participation session commenced at 7.00pm.**

**Present: Cllrs R Hughes (Chair) R Hall (Vice Chair), M Kidney, J Long and J Mail**

**In attendance – Two members of the public, Mr Ian Morris (out-going Clerk) and Mrs Melanie Priestley (in-coming Clerk)**

A Public Participation session took place between 7.00pm and 7.10pm. Amongst the issues raised were:

- Rail issues – the Manorbier Rail tunnel will be closed for maintenance work on the 9<sup>th</sup> to the 12<sup>th</sup> January 2020.
- Several potholes had appeared after the recent heavy rain falls.
- An open manhole situate at on way to Skrinkle.

At this point, the Clerk began taping the meeting, in line with Manorbier Community Council policy, using a digital voice recorder, to aid drafting of the Minutes. No other video or audio recording was permitted.

Cllr John proposed that agenda items 202/20 and 203/20 be brought forward; Cllr Kidney seconded the proposal with all Council full agreement.

**202/20 To approve and sign as a true and correct record the draft Minutes of the Full Council Meeting held on 2 December 2019.**

Cllr Mail proposed that the Minutes for the meeting of the 2<sup>nd</sup> December 2019, as presented, be signed by the Chair as a true and accurate record of the meeting; Cllr Kidney seconded the proposal with all Council in full agreement. The Minutes signed by Cllr Hughes.

**203/20 Matters Arising from the Full Council Meeting held on 2nd December 2019.**

The appointment of the New Clerk – Cllr Hughes introduced Melanie Priestley as the new Clerk and Responsible Finance Officer of Manorbier Community Council.

The Council thanked Mr Ian Morris for his seven and a half years service to Manorbier Community Council and presented him with a token of their appreciation wishing him all the best for his future.

**200/20 To receive any apologies for absence.**

Cllrs J Williams, L John, G Clark, G Hislop and County Councillor P Kidney

**201/20 To receive any declarations of interest.**

Cllr Hughes declared a personal interest in agenda item 205/20 b

Cllr Hughes declared a prejudicial interest in agenda item 205/20 d

**204/20 To receive and consider correspondence.**

- Letter received requesting consideration be given to the street lights being turned off during the hours of 12am and 6am. The Council considered that most street lights in Manorbier are currently switched off between the suggested hours.
- Notice received from Pembrokeshire County Council advising the Public Engagements will be held to discuss the 2020/2021 budget. Up to date times and dates available on the Pembrokeshire County Council Website.
- Notice received from the Pension Regulation Service advising Manorbier Community of their re-decoration date for Work Place Pensions.
- Notice received from Pembrokeshire County Council Highways – Grant Scheme offering the opportunity of applying for grant funding to assist with road schemes. This item will be added to the February agenda to consider any possible schemes.
- Email received from PAVS – Requesting any persons who may wish to become a valet drive to contact PAVS direct (Information available via the Clerk)
- Consultation Advice from One Voice Wales appertaining to the possible changes in Planning Application Fees.

**205/20 To receive and consider the following planning applications, licence applications and other notices:**

**a) Proposed Radio Base Station Installation at land at Springfields Farm, Manorbier SA70 7ST**

Following a discussion on the lack of information forthcoming, Cllr Maill proposed that the Council withhold making a decision until further information is received from the telecommunication company regarding the proposed coverage; Cllr Hall seconded the proposal with all council in full agreement. The Clerk to request further information.

**b) NP/19/0534/FUL – Demolition of a dilapidated timber-framed chalet and replacement with a blockwork chalet (Part-retrospective) at Castle Inn, Manorbier SA70 7TE.**

Following discussion regarding this application and the building works already commenced. Cllr Kidney proposed that the Council object to this planning application; Cllr Maill seconded the proposal with a majority vote in favour of such. Four Councillors voted in favour and one abstention.

**c) NP/19/0654/FUL – Partial demolition of existing outbuilding and creation of single storey side extension to provide ground floor disabled accommodation and alterations to house at 34 Gray Avenue, Manorbier SA70 7TR.**

Following discussion regarding this application Cllr Kidney proposed that the Council support this planning application; Cllr Maill seconded the proposal with all Council in full agreement.

**d) NP/19/0658/FUL – Erection of 4 bedroom dwelling at Plot 4, Green Grove, Jameston SA70 8QJ.**

**Cllr Hughes left the room**

Following discussion and consideration of the plans as presented to the council, Cllr Kidney proposed that the Council support this planning application; Cllr Maill seconded the proposal with all council in full agreement.

**Cllr Hughes returned to the room**

- e) **Planning and Licence applications (if any) received after publication of the agenda.**

None

- f) **Other Notices.**

None

**206/20 To receive and consider the Financial Statement from 14 November 2019 to 13 December 2019 and the Budget Monitoring Report: 1 April 2019 – 13 December 2019.**

Cllr Long proposed that the Financial Statement, as presented, be signed by the Chair as a true record of the Council's finances; Cllr Hall seconded the proposal with all Council in full agreement.

**207/20 To receive and consider County Councillor Phillip Kidney's report.**

Cllr P Kidney was unable to attend the meeting. No report for January.

**208/20 Action Tracking: to receive any updates on the following matters**

**Not covered elsewhere in the agenda;**

- a) **Car parking at Manorbier Station – update (if any) on plans for car park.**

No further information

- b) **Beavers Hill Crossing: safety improvements and possible installation of road safety ramps/signs.**

No further information

- c) **Improvements to footpath in Manorbier (Vicarage Fields to Post Office) – update (if any).**

No further information

- d) **Installation of footpath - Windy Ridge to Hounsell Avenue, Manorbier – update on Enhancing Pembrokeshire Grant.**

No further information

- e) **Jameston Play Area; equipment inspections and vegetation updates.**

A reply has been received, from the owner of the adjacent land to the play park, regarding the removal of trees in the hedge bank that pose a possible hazard in high winds. The Clerk to make enquiries as to what permission is required to fell the trees. This item has been diarised for February. The cost of the removal of these trees is confirmed at £250

**209/20 To discuss and approve MCC's Annual Precept for Financial Year 2020/21**

Prior to the budget being discussed the Council discussed the New Clerk's salary. This was approved at the National Association of Local Councils Pay Scale of 19. The Clerk's Contract will be signed at the February Meeting.

The Council considered the 2020/2021 budget. Cllr Long proposed the Manorbier Community Council set the 2020/2021 precept at £19,752.52; Cllr Hall seconded the proposal with all Council in full agreement.

This figure is £1,072.48 less than the 2019/2020 precept.

**210/20 To consider on update on preparation and publication of a Maintenance and Enhancement Biodiversity Plan for MCC's area.**

This item has been diarised for February's meeting.

**211/20 To consider and approve the purchase of a Vehicle Actuated Speed Sign for Manorbier Community Council's area.**

Discussion took place regarding the price received appertaining to the cost of a vehicle actuated speed sign and whether the cost includes the erection thereof. Cllr Hughes proposed that following confirmation that the prices includes erection and that the Pembrokeshire County Council support the fixing thereto street lights, Manorbier Community Council purchase two Signs at a cost of £2,664 Plus VAT per light; Cllr Kidney seconded the proposal with all Council in full approval. (Payment to come from reserve funds)

**212/20 To review and consider training opportunities provided by One Voice Wales.**

None at present

**213/20 To approve the following outstanding invoices for payment;**

**a) Invoices received after publication of the agenda**

None

**214/20 To consider any emergency items and/or outstanding issues before Full Council.**

Grass Cutting Contract – Discussion took place regarding the time constraints to obtain new tenders for the grass cutting contract. Mr Ian Morris (out going Clerk) confirmed that the current contractor will, if required by the Council, honour his price for one further year. Cllr Long proposed that the Council extend the current grass cutting contract for one further year with the tending process to start in October; Cllr Hall seconded the proposal with all Council in full agreement.

Cllr Kidney suggested that the Councillors annual dinner be arranged and held on a suitable date to all Councillors. Cllr J Kidney to correspond via Email and arrange such.

Date of next meeting – Monday 3<sup>rd</sup> February 2020

Meeting closed at 20.10