**Amroth Community Council**

**Cyngor Cymuned Llanrhath**

**Draft Minutes** of meeting held by Amroth Community Council on Thursday 23rd April 2020 online via Zoom.

**Councillors present:**  T Baron; A Cormack; P Davies; F Evans; R Harries; M Harvey; M Morris; S Phillips (Chair); R Tippett- Maudsley.

**In attendance:** Mrs Kathryn Bradbury (Clerk);

**Apologies**: J James; R Lewis

**Declaration of Interest;** Cllr. Alec Cormack declared an interest on planning applications 19/1286/PA as he is a close neighbour and 19/1340/PA and 19/1342/DC based on being a resident of Pleasant Valley and a member of SPVRA. He took no part in the discussions on these applications.

**Chair’s Welcome**

The Chair welcomed all Councillors to the meeting and outlined the etiquette of meeting through Zoom. He also expressed his sincere thanks on behalf of ACC to Councillor Alec Cormack for all the work he has been doing as Volunteer Co Ordinator for the Amroth Good Neighbours Scheme.

**Minutes** of the meeting held on Thursday 19th March 2020 were agreed as a true record.

Proposed by Cllr. Roger Harries

Seconded by Cllr. Pauline Davies

Cllr. Phillips printed off a copy of the March Minutes and signed them on completion of the meeting.

**Matter Arising**

* Initial work has been carried out to clear scrub and bush in the Clay Pitts and Old School Gardens by Dig It Garden services. Trees were also removed for safety purposes from the Clay Pits. The work was checked by Cllrs. Harries and James independently and approved. Cllr. Harries suggested having the rest of the work to remove the trees affected by Ash Dieback carried out. Councillors agreed on the basis the contractor makes the decision to work and maintains the recommended social distancing rules. There is some urgency as the trees are dangerous.
* The Modus Car is still present outside the Clay Pitts.
* Repairs have been carried out by PCC Contractors to the hole in the Sea Wall which appeared following storms earlier in the year.
* No other Council activity has taken place due to the current lockdown because of the Corona Virus. Amroth Good Neighbours is operating smoothly, and Cllr. Cormack will update the meeting later.
* Unfortunately, Llanteg Gardening group were unsuccessful in their bid for funding from Local Places for Nature. This was because of the huge number of applications and that areas of greatest deprivation were given priority.

**County Councillors Report**

**Emergency Planning Protocol**

On 30th March the council’s Urgency Committee introduced the following, temporary, protocol to deal with planning applications, which in normal times would come before the planning committee:

**A)** The Director of Community Services or his authorised officer (henceforth “the Director”) will circulate by email to: the Cabinet Member with responsibility for Planning, the Chairman of the Planning Committee and the Vice-Chairman of the Planning Committee (henceforth “the Members”) a copy of the Case Officer’s report and a statement setting out the decision proposed to be made by the Director, specifying any proposed conditions or terms (henceforth “the Proposed Decision”.)

**B)** Within the email specified in A), the Members will be invited to indicate to the Director, within 72 hours, any objection to the Proposed Decision.

**C)** In the event that no objection is indicated by any of the Members, the Proposed Decision may be issued, formally, on the expiry of 72 hours from the delivery of the email specified in A).

**D)** In the event that an objection is indicated by any of the Members, the Director must consult with all three of the Members in a manner he thinks expedient, and then re-start the protocol, once only, from point A).

**E)** If, having re-started the protocol under D), no more than one of the Members indicates an objection, the Proposed Decision may be issued, formally, on the expiry of 72 hours from the delivery of the email specified in A).

**F)** If, having re-started the protocol under D), more than one of the Members indicates an objection, the Director will refer his Proposed Decision for final determination by the Urgency Committee. In such a case, the Urgency Committee will consider the matter acting in accordance with the authority’s Planning Committee rules, save that any provision which would ordinarily provide for public speakers to address the committee in person will be suspended, members will instead consider written representations only. Local member(s) may still address the meeting with the Chair’s consent.

 The Director of Community Services, Dr. Steven Jones, has agreed, that prior to step B) of the protocol he will also circulate a copy of his proposed decision to all sixty County Councillors for information purposes. This will allow all County Councillors (and in particular local members) to make an informed decision on whether they wish to lobby those members listed in protocol A) (the cabinet member for planning, the chairman of the planning committee, and the vice-chair of the planning committee) to exercise an objection under the protocol.

It is possible that this protocol will be short-lived, depending on which regulations the Welsh Government introduces allowing remote meetings to take place, but this protocol is currently in place.

**Covid-19 Scams**

While the overwhelming majority of people have shown great community spirit, there are unfortunately some who try to take advantage of the emergency to profit illegally. There has been a spike in scams linked to the Covid-19 outbreak, raising concerns over vulnerable people who are self-isolating or shielding.

In response, the National Cyber Security Centre (NCSC), a branch of the intelligence agency, has launched the suspicious email reporting service. The public is being asked to forward any dubious emails to report@phishing.gov.uk, and the NCSC’s automated scanning system will check for scam emails and remove criminal sites. NCSC will also seek to block the address the email was sent from and share information with partners about the nature of commonly reported suspicious emails and the methods of scam used.

**Information Dissemination**

There have been very many press notices from PCC and Welsh Government, which have been distributed by Kathryn while Alec has ensured relevant links are given on the Amroth Good Neighbours website.

Normal Council Overview and Scrutiny and other meetings are not taking place, but I expect that PCC will start to test video-conferencing, at least for some meetings, in May

**Planning**

**19/1064/PA Glenwood, Pleasant Valley, Narberth. SA67 8NY Proposal;** Extension for elderly relative**. Decision; Approved**

**19/1237/PA Woodland Heights, 1 Clos Yr Ysgol, Stepaside, Narberth. SA67 8NZ Proposal;** Double storeyside extension to provide new holiday let**.Comment by 27th April 2020. No Objection**

**19/1286/PA Pleasant Valley House, Pleasant Valley, Narberth. SA67 8NY Proposal:** Change of use of guest house to two dwellings along with alterations and erection of car ports**. Comments By 27th April 2020. No Objection.**

**19/1340/PA Former Craft Village Car Park, Heritage Park, Pleasant Valley, Narberth, SA67 8LN Proposal;** Variation of Condition 2 (relating to twin unit caravans) & 7 (relating to car park) of Planning Permission 11/0585/PA. **Comments by 27th April 2020. ACC object to this application and will submit reasons to PCC Planning Dept.**

**19/1342/DC** **Former Craft Village Car Park, Heritage Park, Pleasant Valley. Narberth SA67** **8LN. Proposal;** Discharge of Conditions 3 (layout & landscaping),4 (caravan anchoring), 5(emergency plan) & 6(surface water drainage) of Planning Permission 11/0585/PA

**Comments by 27th April 2020. Amroth Community Council object to this application and will submit reasons to PCC Planning Dept.**

**Correspondence**

* PS Beverly Rodriguez wrote to confirm the monthly Police meetings will continue. They are moving to a more relaxed approach and will be called ‘Catch up with a Copper’. They will take place every third Thursday of the Month once it is safe to resume.
* Wales Audit Office have written to set out how the annual audit must be conducted in the current situation. There may be a delay in finalising the audit for some councils.
* ACC have received numerous information updates from PCC regarding the current situation all of which have been forwarded to Councillors, community web site hosts and community Facebook page moderators for publication. The Amroth Good Neighbours websitehttps://**sites.google.com**/view/amroth-good-neighbours is being kept up to date with current information and advice for the community and volunteers.
* The Long Course Weekend has been cancelled
* Welsh Hearts Charity are offering £100 grants towards the costs of defibrillators for the community. They can also signpost to other sources of funding that can be used to help towards the purchase of defibrillators.
* The Post Office has sent out information regarding the continuation of its service during the Crisis. One issue to highlight is that some offices may have to temporarily close if staff become ill and are unable to work.  The post office will do what it can to keep offices open.
* Llanavis(Gareth) Davis has written requesting Community Councils to look at starting up a working group within communities to help set up Community Supported Agriculture and a  Partnership with a Farm in the area. The aim is to help local farmers, communities and to address food security within Pembrokeshire. Contact the Clerk for more information.
* The application process to appoint a new community council member to the PCC Standards Committee has been postponed to later in the year.
* **A resident has written asking for ACC** support in acquiring additional signage for the village of Llanteg to help preserve local history. He writes **“**I believe that it is very important to make sure that small rural villages such as Llanteg retain their historical names for special roads. Once these names are less frequently used and older residents, who know them well, are no longer with us then these historical and original names become lost forever. It is obviously very sad when this happens, and we should do all we can to prevent that from happening.”

Suggestions include

1. Two extra village ‘**Llanteg’** signs on entering the village from **1. Amroth** and **2. Tavernspite.** This is really important for our village to exist as more than just a line of properties alongside the A477 and for people to realise that they are entering Llanteg when they come down from Tavernspite or up from Amroth.
2. **Ledgerland Lane** – The road from the Captain’s Pond down to Llanteg Park.
3. **Chapel Lane** (Historically known as **Stoney Road**) - The road from the Captain’s Pond up to the Main Road.
4. **Allen’s Lane** – The lane down to the Rose Cottage and Garness Mill just past Sea Breeze.

**Agreed;** Councillors were very supportive of this scheme. Cllr. Phillips will contact the resident to discuss evidence and locations and generally explore how the scheme can be progressed. An application to the Enhancing Pembrokeshire Grant Scheme can be made to cover costs.

**6.Finance**

**Income**

**Interest £5.32**

**Payments;**

**Dig It Garden Services –(work was previously agreed at earlier meeting)**

**Roger Harries Expenses**

**Clerks Wages**

**TE Bradbury – Gloves for AGN**

**Clerks Expenses**

Microsoft Office 365 contract renewal

Dog poo bags from JRB

All matters of finance were discussed and agreed. Details can be obtained from the Clerk

**Insurance Came & Co**

Insurance renewal is due on June 1st 2020. The renewal quote is £420.72. This includes the Insurance Premium Tax and admin fee of £50. The increase on last year’s premium is £10.80. The Clerk has informed them that assets will have increased by 9 memorial seats.

**Clerks hours**

Cllr. Phillips proposed a motion to increase the Clerks hours to 30 hours per month, 35 in exceptional circumstances. This was unanimously agreed by Councillors. The Clerk thanked Councillors and stated that she would only use the additional hours if needed.

**7.Report By Amroth and District Community Association**

The hall is closed at this time.

**8.Report by Llanteg Village Hall Committee**

The Hall is temporarily closed due to the Covid-19 pandemic only the second time in the Hall history that this has happened.

The lighting upgrade in the Village Hall is now understandably on hold due to the lockdown.

However, there are only two items of work remaining, the main hall wall lighting and the exterior lighting around the disabled access ramp. All of this work will be completed as soon as is practicable

On a positive front, the hall has been awarded grants from Milford Haven Port Authority and the Pembrokeshire County Councils Enhancing Pembrokeshire Grant Scheme.

We are deeply appreciative of these awards, with these funds going towards improving the amenities at the hall.

**IT Room Conversion**

The Village Hall Committee have agreed to the conversion of the IT room, currently been used primarily for storage, into a lounge style meeting room, for quieter conversations and meetings.

**Staying Connected**

* The **Book Group** meet-ups are via Zoom online.
* The **Art Group** still work on their paintings and share their efforts online.
* There is a WhatsApp Group for the **Llanteg** **Community Walks** so they can still keep in touch and share pictures and chat - even though the walks are now all being done solitary and where people live.
* **The Gardening Group** are sharing photographs and chat online.
* **Llanteg Facebook** page has daily updates of any relevant information.

**Llanteg Newsletter**
Sadly the Spring/Summer issue will have to be online and email only this time.  It is almost finished and should be out by the beginning of May.

**9.Project Updates**

* **Amroth Good Neighbours**

Cllr Cormack reported that AGN had 51 volunteers of whom 29 were mobile and had ID cards to help them carry out volunteer jobs. AGN are receiving few calls currently with the main requests being for collecting prescriptions. There has not been a great demand for shopping as neighbours are helping, plus local shops are offering delivery. Requests through the scheme are being logged to help provide information to PCC and other central support groups as to the impact of lockdown on the community.

Most rural area support groups in Pembrokeshire are recording low demand for services although urban areas are recording more. Homeless people have been helped and food and clothing banks are seeing a rise in need. It may be that AGN is called to help other areas if a need is identified.

While Pembrokeshire has benefitted from its distance from London and the ‘lockdown’ occurred before infection became widespread here, there is concern that there may be a spike in cases when lockdown is relaxed.

* **Exercise Jantzen**

Cllr. Harvey reported that he was working on the text for the information board, so it is ready to go when lockdown is lifted.

**10.Matters to be added to the agenda for next meeting**

Nothing to add

**11. Urgent Business not on the Agenda**

* Ownership of land in Church View, Summerhill. A resident has reported that the piece of land between numbers 9 and 11 has become very overgrown and has attracted litter. There is concern that it will also attract vermin if not cleared. Cllr. Harvey has established the land is in private ownership. **Agreed;** It was agreed that the Clerk will write to the owner asking for the land to be cleared.
* Cllr. Harvey reported that the tap outside the toilets in Amroth has been removed. It is registered as a water bottle filling station and was much used by dog walkers. This has been reported to PCC who have contacted the contractors DANFO to query its removal.
* A resident has queried if the dog restrictions on the beach will be relaxed during lockdown. County Councillor Baron has contacted PCC Cabinet Member for the Environment, Cris Tomos to ask about this.
* Cllr. Phillips thanked County Councillor Tony Baron for all the work he does to support ACC. Councillors all expressed their gratitude.

**Date of next Meeting is Thursday 21st May 2020.**

 This will be via Zoom unless informed otherwise. It will not be the annual meeting which normally takes place in May. This is postponed until the council can again meet in person.

Residents wishing to observe online, please send your email address to amrothclerk@outlook.com