

# BRAWDY COMMUNITY COUNCIL

Minutes of the January monthly meeting of Brawdy Community Council held remotely on Monday 25th January 2021.

2021/15

1. Present. Cllr M Carter, Cllr J Tierney, Cllr Mrs A Morgan, Cllr Mrs G Lawrence, Cllr Mrs A Loch, Cllr D E Jones and Sean O'Connor Clerk
2. Apologies. None.

The Chairman welcomed everyone to the first meeting of 2021, and wished everyone a happy new year. On behalf of all the community councillors he congratulated Cllr Mrs A Morgan on reaching 50 years' service, having joined the parish council in 1971. He also wished her a happy birthday, as she was due to celebrate her 80th birthday later that week.

3. The minutes of the November meeting were accepted as a true record. This was proposed by Cllr Mrs A Loch and seconded by Cllr J Tierney. This record had already been added to the BCC website.

4. The Chairman asked each councillor in turn whether they wished to declare an interest for any matter on this month's agenda. Cllr Mrs A Morgan declared a personal and prejudicial interest in item 30. Cllr Mrs G Lawrence declared an interest in item 8, although this was just a notification and would not be discussed further. Cllr Carter declared a personal interest in item 30 as the applicant works with him on a weekly basis.

5. Matters arising from the minutes of the November 20 meeting.

5a. The clerk advised that Sharon from Welsh Hearts Charity had been in touch regarding defibrillator training. Due to the pandemic this was delayed, and she hoped to contact us again in March. The clerk also advised that we had received a reply from our insurer, and after a discussion it was agreed to leave the defibrillator as it is for the time being, as time was critical in the event of an emergency.

Prior to meeting Cllr Tierney had sent photographs of the former telephone kiosk at Mathry which housed their defibrillator. It was being used as multipurpose facility, including a book swap. A full discussion took place, and it was agreed that we needed to escalate our project to complete the installation of a defibrillator at Trefgarn Owen. Cllr Carter would contact a local carpenter for quotes and also look into the possibility of a second unmetered electricity supply. The clerk also advised of a £200 grant from Welsh Hearts that was available. All councillors were encouraged to provide a big push for this project over the next few weeks.

5b. Cllr Carter advised that work had commenced on the roof at Trefgarn Owen chapel. Scaffolding and netting was in place, and the area is now safe.

5c. A reply had been received from the Church in Wales regarding Llanreithan Church. They advised that they are continuing to liaise with the owner of the Church about the breaches of the covenant relating to the graveyard. Further updates would be provided as they occur.

5d. Cllr Carter confirmed that the rural settlement report had been completed and returned following the November meeting.

5e. The clerk confirmed that we had received the VAT refund for 2018/19 during December amounting £98.

## **Correspondence.**

### **Pembs County Council.**

6. Planning Application Consultation. Ref No. 20/0641/PA. Single storey extension at Sunray Llandeloy Haverfordwest. Details of this application had been sent to councillors prior to the meeting, as a reply was required by PCC. It had been proposed by Cllr D E Jones and seconded by Cllr Mrs A Loch and agreed by councillors and a reply sent by the clerk in support of this application. These actions were unanimously endorsed at the meeting.

7. The clerk provided details of the revised timetable for the LDP2, which was delayed due to the pandemic.
8. Notification of Planning application approval. Ref No. 20/0637/PA. Erection of agricultural building adjacent to Brawdy Business Park. Received and filed.
9. Notification of Planning Application Approval. Ref No 20/0335/PA. Conservatory to the front at Chapel House Brawdy. Received and filed.
10. The clerk had forwarded details to councillors of a virtual seminar run by PCC for town and community councillors on January 21st 2021. Unfortunately, nobody was able to attend.
11. County Councillors monthly update.  
Cllr Carter advised of a motion being considered by PCC of reclaiming funds from town and community councils allocated for election funds. He promised to keep us up to date with this matter, but advised that he was against this, as it disadvantaged smaller councils. He also advised that the scrutiny committees had met to discuss the budget, for 2021/22. A possibility of an increase of between 3% and 5% was being considered.

### **Pembs Coast National Park.**

12. A survey from the PCNP had been sent to councillors prior to the meeting regarding their project "Experiences for all". Councillors were encouraged to complete the survey and share it within their communities.

### **Other Correspondence.**

13. Brawdy Farm New Woodland Planting.  
Details of this project had been sent to councillors prior to the meeting, asking for views and feedback. This was discussed at the meeting, and it was decided to reply confirming our support. The clerk was also instructed to ask the sender why he had contacted us regarding this matter.
14. The Clerks & Council direct brochure had been sent to Cllr Mrs A Morgan prior to the meeting. She would now circulate it to other councillors.
15. Flecsi Pembs Bus Service. The clerk provided details of an improved service for North Pembs. It had now been split into three zones, and complimented the existing services very well. Details of the zones and routes were available online, and it was unanimously agreed that this was a great addition for the community. Cllr Tierney would add details of the services to our community Facebook page.
16. Donations 2020/21. The clerk provided details of the donations that were made in the previous financial year. £50 each had been given to Llandeloy and Brawdy Churches, and to Trefgarn Owen and Treffynnon Chapels. £100 had been donated to Solva Surgery, Shalom House, Paul Sartori and Wales Air Ambulance. The clerk confirmed that unusually, no letters of donation request had been received this year, other than one from Wales Air Ambulance, which was already on our list. A discussion took place, and it was agreed that the clerk write to the Church in Wales regarding the churchyard at Llanreithan, to ascertain who maintains it at present, and whether a peppercorn rent is being paid. It was agreed that we delay, until the next meeting, all donations to the churches and chapels, and until a reply is received, at which point Llanreithan could also be considered. A further discussion took place and it was proposed by Cllr Mrs A Morgan and seconded by Cllr Carter that we keep the four £100 donations as last year. This was unanimously agreed. The clerk would prepare the letters and send the cheques to Cllr Carter for a second signature, before forwarding payments to the relevant charities.
17. Census 2021. Details on promoting participation for the census was provided. Councillors were encouraged to view the site, and Cllr Tierney would also add the link to our community Facebook page.

### **Report of Responsible Finance Officer.**

18. The clerk provided up to date bank account balances as at 25/1/21 as Current Account £ 129.87, Deposit Account £ 6819.86, Election Account. £ 10.00.
19. Bank statements confirming the above balances had been forwarded to councillors prior to the meeting.
20. The clerk confirmed receipt of the final precept payment on 21/12/20 of £2060.
21. The clerk presented an invoice from the Wales Audit Office for the 19/20 audit amounting to £281.75. As this was more than the last bill (£222.75) the clerk had queried the increase, as no

additional information was required. A three-page reply was received giving a detailed breakdown of how their costs were justified. It was generally agreed that this was excessive, but we had little choice in the matter. It was proposed by Cllr Mrs A Morgan and seconded by Cllr J Tierney that this be paid. The clerk also advised of details of the new 3-year audit cycle that was starting this year. It would still involve completion of our accounts for the annual internal audit by our accountants each year. However only once every three years will a full external audit be required. In the other two years only, a basic audit would be required. Our schedule is 20/21 Basic, 21/22 Basic, 22/23 Full Audit. The clerk had received a 62-page document with the full details and requirements, with advice that details of costs would follow later in the year.

22. The annual letter from the Welsh Govt. regarding the discretionary expenditure limits per elector, was received. It advised that the figure for 21/22 was set at £ 8.41 per elector, an increase from £ 8.32 last year.

23. The clerk confirmed his salary payment for December was for the standard 16 hours only. This was paid at the end of December, and appears on the monthly bank statement. The payment for January was also for 16 hours, and was due to be paid later in the week.

24. The clerk confirmed that our annual precept request for 2021/22 for £ 6360 had been submitted on time.

25. Confirmation was received from Swalec that our direct debit payment was due amounting to £24.42 for 6 months supply for the unmetered electricity supply at Trefgarn Owen:

26. The clerk confirmed that a new bank deposit account had been opened, as agreed to keep our earmarked funds for the 2022 local elections separate from the general funds. £10 had been transferred to open the account by the clerk, and this action was endorsed. After a short discussion it was agreed to transfer the sum of £3365 to the new account, to put us on track to meet our target in 2022. This was proposed by Cllr Mrs G Lawrence and seconded by Mrs A Loch, and unanimously agreed.

27. It was proposed by Cllr Mrs A Morgan and seconded by Cllr Mrs G Lawrence that the sum of £650 be transferred from our deposit account to our current account to cover the payments agreed at this meeting.

28. The date and time for the next meeting was set for Monday February 22nd 2021, virtually, starting at 7.30pm.

At this point Cllr Mrs A Morgan left the meeting.

29. Pembs Coast National Park.

Planning Application Ref No. NP/21/0039/S73. Variation of condition No. 2 of Application No. NP/16/0034/FUL. to allow amended design at The Ranch Penycwm Haverfordwest.

Cllr Carter declared a personal interest as one of the applicants worked with him. Details of this case had been forwarded to councillors prior to the meeting. A short discussion took place, and it was agreed that there were only minor adjustments to the original application. It was proposed by Cllr J Tierney and seconded by Cllr D E Jones that we reply in support of this application. This was unanimously agreed.

30. A request was received from Gwen Clements of Hywel Dda Health Authority, regarding attending some future meetings virtually. This was unanimously agreed, and the clerk would respond accordingly, providing our meeting dates and the link to join.

The Chairman closed the meeting at 9.22 pm.