Minutes for Llawhaden Community Council Annual General Meeting held on Thursday 1st October 2020 at 20:00 hrs, via Zoom online due to Covid-19 restrictions.

**Present:**

Hugh Watchman (Chair) Samantha Hebblethwaite

Tim Simons Tracy Watkins

Di Clements (County Councillor) Victoria Rabiya McAndrew

Samantha Philipps-Harries (Clerk)

1. **Chairman’s Remarks**

Welcome to the 2020 AGM for Llawhaden Community Council. It has been a busy year for the Community, and Covid 19 has certainly played its unwelcome part. It is though in times of difficulty that a Community shows its true spirit and pulls together to help each other and I must express my sincere thanks to all Community Councillors, our County Councillor, Di Clement and the many residents, community groups and businesses who have supported all of us, and continue to do so in these tough times.

Moving onto the work the Community Council has undertaken this last twelve months.

We all know how to use ZOOM! We now have a Llawhaden CC Facebook page which is regularly updated for the residents of the community to obtain information that may help them.

Within the Community area we have seen the following: -

The defibrillator in Bethesda has now been installed (but not used!!) in Glendale garage which means we now have three on the Community - Robeston Wathen and Llawhaden. We will be looking to buy and install one in Gelli in the new Financial year. Training on their use has been put on hold whilst we have Covid 19 restrictions in place.

In Llawhaden, the green near the castle is now being leased to the Community Council for us to maintain and open to the residents and visitors alike to the area. Two new picnic benches, repaired fence and gates, the historical information sign from CADW restored, and a new lawnmower and strimmer for a local couple to use who maintain it for the community and keep the area tidy and well maintained for us to enjoy.

The Council has also provided a generous donation to the repainting of the YFC Community hall in the village so it can be of benefit to local groups who use it regularly. In particular, the Council funded the annual Christmas lunch last year, fully supported by Llawhaden YFC and as in previous years was a great success. It is with regret however, that the Christmas lunch for this year will not be held due to the current Covid pandemic and the associated risks of gathering. We have also supported local Pembrokeshire based charities with donations as well.

We applied for a "Keep Wales Tidy" project for a wildflower garden package and I am pleased to say we were granted a pack. This was implemented on Bethesda green and those residents who pass through Bethesda will see a full raised bed of wildflowers, and trellis with climbing plants. We also received a Keep Wales Tidy board and litter pickers which is situated on the green in Llawhaden.

PCC announced a budget for "traffic calming" projects, and we applied for three areas - Bethesda, Gelli and Robeston Wathen. We were successful in all three bids and have had site meetings with PCC to review what can be done in each area to reduce traffic speed to ensure residents and visitors alike are safer due to lower speeds within the village environments. We are currently waiting for each scheme to be proposed based on the budgets available.

The playing field on the outskirts of Llawhaden which the Community Council own is not used for sport or any other use at this time and hasn't been for years. As a result, we have applied to the Woodland Trust for free trees and I am again, pleased to confirm that we have been successful and are due to receive circa 300 saplings to plant later this year to turn the area into a community area for residents to walk in, admire the view over the Preseli’s and to have areas of woodland to enjoy as they grow.

We have said goodbye to two Councillors this year but I am pleased to confirm that we have two new Councillors joining us as of this AGM and this will give us good representation in all four villages the Council represents. Welcome aboard! My sincere thanks to my fellow Councillors, our County Councillor who has worked very hard within the County Council to get things done on our behalf, and our Clerk, Sam, which has kept us (me in particular) on the straight and narrow to ensure we are compliant in everything we do and keep us on track. The Councillors give up their time for free and deliver the newsletter out to the Community (Covid 19 restrictions applying) and I trust they also see the reward for the work we do.

If re-elected as Chair for the next twelve months, I will continue to work with our Councillors and the community to ensure we develop and grow the projects we do to help enhance the wellbeing of all the residents.

1. **Apologies for Absence**

Apologies for absence were received from Catherine Hancock and Michael Barnes.

1. **Minutes of the last AGM held May 2019**

Minutes of the Annual General Meeting held on Thursday 9th May 2019 were confirmed as a true recorded. Proposed by Tim and seconded by Samantha H.

1. **Appointment of Chairman**

Hugh agreed to stand as chairman for one more year but informed the meeting that this would be his last year as chair. Proposed by Tim and seconded by Samantha H.

1. **Appointment of Vice Chair**

Tim agreed to remain as vice chair. Proposed by Hugh and seconded by Samantha H.

1. **Appointment of Clerk / Treasurer**

Samantha PH agreed to remain as clerk/treasurer. Proposed by Hugh and seconded by Tim.

1. **Appointment of Planning Committee Officers**

It was agreed that all community councillors take responsibility for this office.

1. **Appointment of Financial Officers**

It was agreed that the chair remain in this role and Hugh agreed to continue in the role. Proposed by Samantha H and seconded by Tim.

1. **Appointment of Responsible Financial Officer**

Samantha PH agreed to remain in this role. Proposed by Hugh and seconded by Tim.

1. **Appointment of a General Data Protection Regulations Officer**

In line with the community council’s code of conduct it was proposed that the clerk be responsible for this role, Samantha PH agreed to take up this role. Proposed by Tim and seconded by Samantha H.

1. **Confirmation of date, time, and venue of Council monthly meetings**

The meetings will continue to be held on the first Thursday of each month excepting August, at 20:00hrs. It was hoped when Covid-19 restrictions were eased that the meetings would resume as face to face meetings at the Llawhaden YFC and Community Hall Llawhaden, but in the meantime virtual meeting would be arranged. Proposed by Hugh and seconded by Samantha H.

1. **Any Other Business**
2. Review of Llawhaden Community Council’s Risk Assessment – a copy of the risk assessment had been sent prior to the meeting to all attendees, and all present were happy with the risk assessment as it stood.
3. Review of Llawhaden Community Council’s Code of Conduct – to include a more comprehensive complaints procedure – a copy of the code of conduct had been sent prior to the meeting by all attendees, including a complaints procedure. All members present were happy to include the complaints procedure and were happy with the code of conduct as it stood.
4. Review of Llawhaden Community Council’s Financial Regulations - a copy of the financial regulations had been sent prior to the meeting to all attendees, and all present were happy with the financial regulations as it stood.

As there was no further business the 2020 AGM closed at 20:35 hrs.