

**LLAWHADEN COMMUNITY COUNCIL**  
**INCORPARATING LLAWHADEN, ROBESTON WATHEN, GELLI & BETHESDA**

Minutes for the Community Council meeting held on Thursday 1<sup>st</sup> July 2021 at 20:00hrs, at Llawhaden YFC and Community Hall.

**Present:**

Hugh Watchman (Chair)                      Tracy Watkins                      Victoria Rabiya McAndrew  
Samantha Hebblethwaite (via Zoom)                      Samantha Philipps-Harries (Clerk)

**1. Chairman's Remarks**

Hugh welcomed everyone to the meeting.

**2. Apologies for Absence**

Apologies for absence were received from Michael Barnes, Di Clements (County Councillor), Tim Simons and Catherine Hancock.

**3. Declaration of Members Interests**

Hugh signed the declaration members interests as agenda item 8b (planning application for Sarngwn, Bethesda), the applicant Mr Robert Gibby is a friend of his.

**4. Confirmation of Minutes of the Last Meeting – 3<sup>rd</sup> June 2021.**

Minutes of the meeting held on 3<sup>rd</sup> June 2021, were confirmed as a true record. Proposed by Victoria and seconded by Tracy.

**5. Matters Arising There From**

- a. Highways Projects: Robeston Wathen, Bethesda and Gelli – update: Pembrokeshire County Council (PCC) would action all the projects in due course. PCC would require the community council to pay the agreed 10% of the total cost when the projects had begun. Councillors in Llawhaden agreed to monitor highway issues in the village to hopefully enable evidence to be gathered to successfully apply to this years Traffic & highways Community Works Fund 2021/2022.
- b. Broadband Project Update: Samantha H was a member of the working group and updated the meeting. 43% of residents had now signed up to declare an interest in the project and Llawhaden will team up with Broad Haven to access the grant. Broadway Partners were the only company to tender for the project and felt the lead time for the project should be 6 months.
- c. Play Field, Llawhaden: Keep Wales Tidy correspondence/Local Places for Nature Officer has been employed by One Voice Wales (OVW) and is available to OVW members for advice. Hugh agreed to obtain quotes for laying rab in the car park and to erect a fence with a gate to separate the car park area from the playing field. It was hoped that Tim would speak to the local farmer, who normally cut the grass in the field, to find out if they still wanted the grass from the field, if not then maybe local contractors could be contacted to quote for cutting the field more often.
- d. Play Area, at Llawhaden Hall: no update at present.
- e. Castlevue, Llawhaden: no update at present.
- f. ERDF Roads Evaluation (Redstone Road Highways Project): Hugh had spoken to the project's representative – who was ensuring the consultation process was actioned correctly.

**6. Finance**

- a. Estimated NatWest Bank Account balances as at 1<sup>st</sup> July 2021:  
Current account - £6947.42 (no outstanding cheques).  
Savings account - £1438.35.

Signed: *Hugh Watchman*  
Chair of Llawhaden Community Council

Dated: 2<sup>nd</sup> September 2021

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- b. Financial Audit Year Ending 31<sup>st</sup> March 2021 was presented to the meeting following the internal audit being actioned by Mr Dylan Harries, with no issues highlighted. The following was presented:

- Community & Town Councils in Wales Annual Return (internal audit actioned).
- Cash book.
- Bank reconciliation.
- Explanation of significant variances on the accounting statements.
- Statement of accounts.
- Comparison Statement of accounts to previous financial audit (31/03/2020).
- Explanation of earmarked funds.
- Asset Register
- Risk assessment and management (financial).
- Comparison of budget to actual spend.
- Budget Forecast.

All councillors present agreed that Hugh should sign the audit approval and certification.

- c. Clerks Request for Wages and Expenses April to June 2021. Wages = £500.00. HMRC - £125.00. Expenses - £0.00. It was agreed by all councillors present to pay, proposed by Samantha H and seconded by Tracy.

**7. Correspondence**

- a. Pembrokeshire County Council (PCC) - Focus on Play within Pembrokeshire – noted.
- b. Pembrokeshire Coast National Park - Consultation on future of the National Park – noted.
- c. PCC Traffic & Highways Community Works Fund 2021/2022 – due to the success of last years application, it was agreed that an application for Llawhaden would be submitted.
- d. PCC Enhancing Pembrokeshire Synopsis of applications being considered – noted.

**8. Planning**

- a. Town & County Planning Act 1990 S.257 Public Bridleway 27/21 Narberth Diversion Order 2021 – Cilfoden Farm, Narberth (20/0856/PA) – no known objections.
- b. Sarnwgwm, Bethesda: Retrospective planning application for storage building (20/0945/PA) – no known objections. (Hugh had already declared an interest in this item).

**9. Points of interest raised by the County Councillor.**

- a. Di had forwarded a message to advise that there was Japanese knotweed on private land off Cwm Lane, Llawhaden – that had been reported to PCC.

**10. Any Other Business**

- a. Invoice totalling £23.75 for petrol for the lawnmower and flower bombs, from Mr Brian Twose for expenses relating to the maintenance of the Green in Llawhaden. It was agreed to pay the invoice by all councillors present, proposed by Tracy and seconded by Victoria.
- b. Footpath alongside the church blocked path closed by Pembrokeshire County Council – this had been reported to PCC.
- c. Defibrillator Gelli – Mr John Davies has agreed for the defibrillator to be sited on his property in Gelli (SA66 7HR). It was agreed to order the defibrillator and heated cabinet from Heart Wales, who are currently offering a small grant towards the items. Once the defibrillator and cabinet were received, Hugh agreed to contact the homeowner and an electrician to erect the items. It was agreed to compensate Mr Davies with an annual amount of £20.00 towards the electricity used for the defibrillator.

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**11. Next Meeting**

The next meeting would be held on Thursday 2<sup>nd</sup> September 2021 at 20:00hrs beginning with the Annual General Meeting, at Llawhaden YFC & Community Hall, in line with Covid-19 restrictions.

As there was no further business the meeting closed at 21:35 hrs.

Signed: *Hugh Watchman*  
Chair of Llawhaden Community Council

Dated: 2<sup>nd</sup> September 2021  
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