

Cyngor Cymuned Maenclochog Community Council

Munudau/Minutes 20/10/21

1. Yn bresennol/In attendance

Cllr David Nicholas (Chair)

Cllr Myfanwy Williams

Cllr Eifion Evans

Cllr Brian Edwards

(Clerk Shan Harries)

2. Ymddiheuriadau/Apologies

It was resolved to accept apologies from the following Cllrs

Cllr Ian Eynon, Cllr Geraint John (due to bereavement)

3. Gair gan y Cadeirydd/Note by the Chairman

It is with deep sadness that we must announce the passing of Cllr Teifion John and on behalf of Maenclochog Community Council we would like to express our deepest sympathy to his family. He had been a Community Councillor (and Chairman) for many years and had represented the area up until the end. His widow has requested for members of the community council and Hall Committee to stand outside the hall as the funeral cortege passes through the area that he so loved. The funeral will be held at 11.00 am in Rhydwllym on Friday 22<sup>nd</sup> of October 2021. The Councillors held a minute's silence in his honour.

4. Munudau'r cyfarfod blaenorol /Minutes of previous meeting 15/9/21

The minutes were read and proposed as a true record of the meeting by Cllr E. Evans and seconded by Cllr M. Williams. They were signed by the Chair.

5. Adroddiad y Clerc/Clerk's Report

**Defibrillator update** - A training update evening has now been requested for the use of the defibrillator in the community, by Carwyn Davies as Cariad – the company that supplied the defibrillator does not operate anymore. The defibrillator has been taken out of the outdoor cabinet for use but was not actually used. The defibrillator has been checked, battery and pads are ok. Date for replacing and servicing is June 2022.

**Highways update** for matters causing concern- Potholes are an issue throughout the village and the dip in the road by Bryn llechog has improved due to the surface being patched up. Clerk to contact Highways again regarding potholes in village.

**Public bins concern**- The Rosebush carpark bins are being emptied now by Pembrokeshire County Council refuse department on a regular basis (twice a week) together with the public area bins in Maenclochog.

**Recycling Bins in Maenclochog car park**-Concern was raised regarding the recycling bins area as they were often overflowing, and fly tipping was also an issue. After advice, a surveillance camera has been installed together with posters informing users of surveillance in use at the site. The community council has posted information on the Maenclochog Facebook page and on the posters to ask for the assistance of all in ensuring that the recycling area is used in a sensible way. It is apparent that people are travelling a fair

distance to find recycling bins as they have been removed from some areas across the county. Maenclochog Community Council are eager to keep the recycling bins and will try to improve the situation as there is a strong possibility that PCC will take away the facility if matters don't improve.

**Visit Pembrokeshire and Llys y Fran tour** – Cllr Myfanwy Williams and the Clerk visited Llys y Fran on October 14<sup>th</sup> for an introduction to the Visit Pembrokeshire Brand talk. Very informative and the tour of the dam. Questions about accessibility were raised and the organisers have confirmed that Dwr Cymru are fully aware of the need for disabled access and is working towards improving this aspect.

6. Financial Update – Bank transactions were updated and approved on the Statement and Stubs of Cheques and signed by M Williams.

Payments were approved and unanimously resolved for payment for the following:

£16.58 for the cost of the Surveillance cameras

£6.85 recorded delivery to send VAT reclaim application to HMRC

Upcoming purchases approved in meeting:

Wreath for memorial- Royal British Legion. (B. Edwards to action)

Purchase of 20ft Christmas tree for the village green

The clerk requested that should Pembrokeshire County Council issue another invoice for the Public Conveniences after the meeting that the council would resolve to allow 2 signatories to sign a cheque outside of a meeting to avoid late payments. The clerk would send copies of the invoice (should it arrive) to all councillors via email. The council unanimously approved this. However, PCC are still to issue an invoice as they are waiting on DANFO to re-pay the Business rates that they have charged the Community Council.

Budget monitoring page was reported (Please see updated Budget page) and approved as a true reflection of expenditure to date.

Second precept of £3,333.00 was proposed and approved as a true reflection of amount received in bank.

Balance in bank as of 20/10/21 is £17,096.68

Balance in cashbook is £16,796.68

Bank Online Safeguarding Review update to be actioned by Cllr Myfanwy when in the bank. Also new forms required to update bank signatories.

7. Parc Chwarae Maenclochog update. The Clerk on behalf of the Community Council has completed a Community Cohesion Fund Grant for assistance with the Play area. Cllr Myfanwy Williams and the clerk met up with a representative from the Developers and the Housing association in Maenclochog on August 3<sup>rd</sup>. A meeting has been organised with the view to forming a Play area committee on September 22/09/21. Correspondence to be sent via school and Cylch Meithrin.
8. Audit update – still in consultation.
9. Ultra-fast Broadband- no update has been promised before the end of this week.

10. Training/Meetings – No training was accessed since last meeting but the clerk continues to draw on information from SLCC. Cllrs were reminded of another seminar on 28/10/21 at 6.30 hosted by Dan Shaw “Working better together”.
11. Local Resolution policy – It was proposed to approve the policy.
12. Cynllunio/Planning – Correspondence received.
- a) Extension of existing self-catered holiday let business with a new unit of accommodation at Ysgol Hill, Rosebush Cyf/Ref: 21/0114/PA – Conditionally Approved by planning Department 7/10/21
  - b) Extensions of gardens with new boundary landscaping for 12 properties at Land to the rear of Bethune, Station Terrace, Maenclochog Cyf/Ref 21/0338/PA – Planning Refused by Planning Department 17/9/21
  - c) Enlargement of garden (in retrospect) and proposed rear ground floor extension and amended parking area at Honeysuckle, Maenclochog Cyf/Ref 21/0409/PA -Conditionally approved by Planning Department 15/10/21.
  - d) Proposed alterations and 2 storey bedroom extension at Llain, Llan y Cefn, Cyf/Ref: 21/0422/PA – Conditionally approved by Planning Department 22/09/21
  - e) Erection of 2 dwellings on the land to the rear of Picton House Cyf/Ref:21/0389/PA – Conditionally approved 16/9/21 Cllrs would like to note that the request to question the access for this planning was submitted on 15/9/21 but does not appear in the correspondence received on this

Cllrs were again concerned that not all correspondence regarding planning was sent to the Clerk or Cllrs. Clerk has emailed PCC planning department again regarding this. Also has requested County Councillor Huw George to email his planning correspondence to the Clerk/Cllrs.

13. Maenclochog Community Council on the Pembrokeshire TCC website.

Home page to be written -This is on-going. Map boundary needs to be uploaded by Jon Godwin. Clerk to request this again.

Community council's email to be changed to [maenclochogcc@gmail.com](mailto:maenclochogcc@gmail.com)

so that correspondence can be directed to one email

Clerk has set up a Facebook Page for Cyngor Cymuned Maenclochog so that information can be shared on this.

14. Correspondence received

Update on 'Local Places for Nature' criteria of 'town deprivation' has been removed by Welsh Government so this is now open to rural communities. Clerk to speak to Carwyn in the village regarding this.

Pilot of Community and town councils self-evaluation toolkit – expression of interest. (noted)

Councillor's smart survey - noted

Updated guide to taking part in the Queen's platinum jubilee beacons. (noted)

Draft annual report for 2022/23 for Renumeration Framework. (noted)

Caru Cymru presentation ideas. (Noted)

Email received regarding condition of the board walk leading up to the woods. Clerk to action this with PCC.

15. Dyddiad y cyfarfod nesaf/ Date of next meeting – 17/11/21

16. Unrhyw fater arall/ Any other matter

The Chair wished to thank the Councillors for their attendance and for keeping to Covid-19 Regulations.

Signed

(Chair)

(Date)

Sheet no	Date	Paid out	Paid in	Balance Carried forward	Signed
417	22/7/21 – 21/08/21	Zurich Insurance £196 Postal charge for Audits £4.85 Setting up of photocopier/printer £18.00 Clerk's One-off payment to set up processes £500 Royal Legion £17.00 (processed through bank for 2020 wreath) SLCC membership £72 Internal Auditor fees £600		£13,763.68	
418	22/8/21- 21/9/21		23/8/21 Precept £3,333.00	£17,096.68	

#### Financial Report

**Balance at Bank as of 20/10/21 is £17,096.68**

**Balance in cashbook as of 20/10/21 is £16,796.68**

**Cheque stubs signed by Cllr.....*Lifion Evans*.....**

#### **Invoices to be approved in meeting:**

£9.09 + £7.49 (Total £16.58) for purchase of Surveillance Camera/Posters (Total less than predicted budget of £25.00)

£6.85 Postage cost by clerk to send VAT returns to HMRC

£17.00 – Wreath for War memorial- Royal British Legion

#### **Upcoming purchases to be approved in meeting:**

*D. Nicholas 20/10/21*