

**Minutes of the Monthly Meeting of Lamphey Community Council held on
25th October 2021 held at Lamphey Village Hall at 7.00 pm**

Present

Cllr S Cannon, Cllr D Phillips, Cllr J Purser, Cllr A Skeels, Cllr J Vince and
Cllr R Talliss, Cllr T Hodgson and Mrs P Davies, Clerk

1. Apologies

Cllr L Scourfield

2. Declarations of Interest

No declarations of interest were received and would be declared as and when required.

3. Minutes from the Meeting held on the 28th September 2021

Page 979 item 4 – delete “with no further comment”

Page 980 item 14 Grants and play areas: noted that the Community Council also discussed finding a suitable site in Hodgson for a playarea.

Proposed by Cllr J Vince and seconded by Cllr S Cannon that the minutes should be approved with the following amendments. All in favour

4. To receive updates on outstanding action points

An updated action log had been circulated. If a topic was on the agenda it would be discussed as an agenda item.

Traffic Calming – the clerk had circulated an email from PCC and unfortunately the Council weren't successful in their bid for funds from the current allocation. Cllr J Purser queried who the current Cabinet Minister for Highways is and Cllr Hodgson informed the meeting that this was under the remit of Cllr P Baker.

Discussion took place as the Council were disappointed that the application submitted had been unsuccessful. One of the main areas of concern was the road from Freshwater East to Lamphey and the current work in Lamphey won't have any effect on slowing traffic down while travelling through the village towards Freshwater East.

Cllr J Purser asked if the Council had a list of applications to see where the funds had been allocated which may help with future applications. Cllr T Hodgson to follow up.

Devon Court – awaiting response from PCNP
Heatherlands – awaiting response from PCNP

Noticeboards - Proposed by Cllr S Cannon and seconded by Cllr J Vince to authorise Cllr J Purser to purchase a suitable noticeboard up to the value of £100 + vat and the council would reimburse Cllr J Purser.

Cllr S Cannon and Cllr H John to repair the noticeboard in Freshwater East on the 7th November. Any other Councillors who are available to help.

The Clerk had circulated a reply from PCC in relation to hedgecutting which the Council wanted to discuss in more detail. November agenda.

Accacia Lodge – awaiting a response from PCC.

5. County Councillors Report given by County Councillor T Hodgson

- Cllr T Hodgson was delighted to report that the work and traffic lights had been taken down this afternoon and the road was greatly improved and made it safer for pedestrians.
- Work would be scheduled on the sunken drain on the Upper Lamphey Road now that the work outside the Church had finished.
- The deadline from the Enhancing Pembrokeshire Grants was the 22nd November 2021.
- The vandalism at Freshwater East toilets was being monitored and the problems didn't seem too bad now. All agencies would look to the future to see what could be done to make the toilets more vandal proof.
- Consultation on Walking/Cycling routes available until the 5th November 2021.
- LDP 2 had been badly delayed due to Covid and were still awaiting reports from NRW on nitrates and Cabinet would be discuss next week. Council to be updated.
- Cllr A Skeels reported that a hole had appeared near to Westhill on the way from F/E. Cllr Hodgson to inspect and report to PCC for repair.
- Proposed by Cllr S Cannon and seconded by Cllr A Skeels to write a letter to PCC and thank PCC for all the work that had been carried out in improving the road past the church which had greatly enhanced the village. All in favour. Cllr T Hodgson thanked the Community Council for their positive input.
- Proposed by Cllr J Purser and seconded by Cllr A Skeels to write to PCC and ask that they consider putting double yellow lines on the stretch of road from the Church to the corner. All in favour
- Cllr T Hodgson advised the council that the toilets at Freshwater East had suffered from vandalism during the summer months. Discussions took place on whether vandal proof toilets and other vandal proof improvements could be made to the toilet block. Cllr N Vince queried whether funds from the enhancing grant could be allocated to improving the toilets. Cllr T Hodgson to check whether this would meet the criteria and query whether an automatic closing mechanism could be installed at Freshwater East as other toilets within the county had this facility installed.
- Cllr T Hodgson left the meeting at 7.30 p.m.

Treasurer's Report

The Clerk advised the meeting that the current balance was £27,500. The balance included annual grants issued to various community groups. The Clerk to check whether this year's payments have been made. November agenda.

Circular from HSBC with account charges outlined.

6. Reports from outside Organisations

- Cllr N Vince reported that he had spent some time at Lamphey School recently and there was a good atmosphere within the school.

7. Planning Applications

NP/21/0602 175 Trewent Park – 2 storey rear extension

Cllr J Vince and Cllr N Vince declared an interest in all three applications on the agenda above application and left the meeting while they were discussed.

Cllr S Cannon took over the chair to deal with the planning applications on the agenda.

The above application was discussed and several points were raised.

Proposed by Cllr S Cannon and seconded by Cllr R Tallis to object to the above application on the following points:- overdevelopment of the site, the application was nearly 50% of the floor plan, would set a precedent to other properties on the site to apply for extensions which could make the gap between properties narrow and could offer hiding places and affect the safety of the residents. All in favour

NP/21/0624 79 Trewent Park – replacement flat roof and installation of external cladding

NP/21/0595 82 Trewent Park - new balcony, cladding and pitched roof

No objection raised to the above two applications

Cllr N Vince and Cllr J Vince returned to the meeting.

NP/21/0652 – Lake

This was a notice to advise that works to the above property had been in place for more a number of years.

8. Payments

Proposed by Cllr J Purser and seconded by Cllr S Cannon that the following payments should be paid. All in favour

Clerks Salary September	£192.00
HMRC	£37.60 + £37.60
Harries Bassett	£72.00

9. Parking on pavement on the Ridgeway

Cllr A Skeels had been approached by local residents who were having difficulty in using their mobility scooter on the pavement opposite the Dial Inn. Cars were parking on the pavement on a regular basis blocking the pavement and access. Discussion took place on this obstruction and Cllr H John advised the council that parking outside and near to the school also needed to be re-visited as there were cars parking and blocking paths for people using wheelchairs and pushchairs.

Proposed by Cllr J Purser and seconded by Cllr D Phillips to write to PCC and ask them to install two bollards on the pavements to stop cars being parked there. All in favour.

Proposed by Cllr H John and seconded by Cllr R Talliss to ask PCC to look at the parking near to the school. All in favour. Cllr T Hodgson to be copied into the correspondence

10. Highways Funding

Covered under the action log

11. Tree in Bishops Garden

It had been brought to the attention of the Council that some of the trees near to the noticeboard needed attention. Discussion took place on who owned this area.

Proposed by Cll J Purser and seconded by Cllr A Skeels to write to PCC and ask the Tree Officer to carry out an inspection of the trees in the garden and report back to the Community Council. All in favour.

12. Highways Funding

Covered earlier in the meeting.

13. Freshwater East Liaison Meeting

An email from Chris Taylor PCNP Ranger had been circulated. The Clerk to liaise and arrange a meeting for December.

14. Business Plan/Risk Assessment

A copy of both these documents had been circulated to all Councillors.

Cllr H John queried elections costs – funds had to be allocated within the budget and these were ring fenced and the Council had been advised to build this fund up over a number of years together with a slight uplift to take into account any inflation costs.

Business Plan

List amendments

- All agree that there was sufficient budget allocated to training and clerks training
- Agreed to try and reduce the Council's carbon footprint including printing of any unnecessary documents.
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Proposed by Cllr H John and seconded by Cllr R Tallis to adopt the amended Business Plan with the above amendments. All in favour.

Amendments made and all in favour of adopting the amended document

Risk Assessment

Consultants – covered

Virtual Meetings – the previous Clerk had not been keen on holding virtual meetings. After discussion it was agreed that virtual meetings would only be held in exceptional circumstances. Resolved to change the scores and explore alternatives as a last resort.

Consequence – 5

Likelihood – 2

Severity Score – 10

Classification – Medium

The Council had previously authorised a limit of £500 to be spent. (Reduce the risks to 5, 5 and overall score of 25).

Dropbox was currently being used to store all Council documents.

Training – when the current documents were drawn up the Council didn't know who the new clerk would be and how much training would be needed.

Amendments –

Consequences – 5

Likelihood – 2

Severity Score – 8

Clerks Annual Appraisal

An annual appraisal would need to be arranged.

Loss of venue – Cllr A Skeels suggested using the Church Hall as an alternative venue when it was finished

Consequences – 5

Likelihood – 1

Severity Score – 5

Classification – Low

Proposed by Cllr A Skeels and seconded by Cllr H John to accept the above with amendments.

15. One Voice Wales - Model Resolution Protocol

A copy of this email had been circulated.

Proposed by Cllr A Skeels and seconded by Cllr R Talliss that this document should be adopted by Lamphey Community Council. All in favour.

16. Items for the next agenda and date of next meeting

- Standard agenda items
- Burial Grounds
- Hedge Cutting
- Scribe Accounts
- Defibrillators – look into locating one in Hodgston
- Grants paid to local voluntary groups
- Budget
- Sewerage onto field near Lamphey

Cllr J Purser advised the meeting that it didn't look likely that the Council would be able to hold a meal this year for the over 60's. This would need to be revisited next year.

Date of the next meeting Monday 15th November 2021

**Cllr N Vince thanked everyone for attending and closed the meeting
at 8.50 pm**

Chair

Date