

MANORBIER COMMUNITY COUNCIL

Minutes of the Annual Meeting of Manorbier Community Council

Held at **Jameston Village Hall, Jameston, Monday 16th May 2022**

All Manorbier Community Council meetings are regulated by its Standing Orders.

Present: Cllrs R Hughes (Chair), R Hall (Vice Chair), G Clark, L John, M Kidney, J Miall, D Barry and N Lane

In attendance – County Councillor P Kidney, seven Members of the Public and The Clerk

Via Zoom Live Link – One member of the Public

Prior to the meeting commencement member/s of the public were afforded the possibility of addressing the Council on any points they wished to raise - The meeting commenced at 19.10 - At this point, the Clerk began taping the meeting, in line with Manorbier Community Council Policy, to aid drafting of the Minutes. (This will be deleted once the Minutes are approved). No other video or audio recording was permitted.

Annual Meeting Agenda

2022/05 1 To receive Declarations of Office from all Councillors – The Clerk advised that all Members had completed their Declarations of Office prior to the meeting commencing.

2022/05 2 To Elect the Chairman of Manorbier Community Council for 2022/2023 and to receive their Declaration of Office

Cllr Clark nominated Cllr R Hughes as Chair to Manorbier Community Council; Cllr Kidney seconded the nomination. No other nominations received. Cllr Hughes accepted the nomination and made his declaration of Office.

2022/05 3 To Elect the Vice Chair of Manorbier Community Council for 2022/2023

Cllr kidney nominated Cllr Hall as Vice Chair too Manorbier Community Council; Cllr Barry seconded the nomination. No other nominations received. Cllr Hall accepted the nomination.

2022/05 4 Out Going Chairman's Report

Cllr Hughes thank the Council for its achievements during the last two years, during such unpredicted times.

2022/05 5 2022/2023 Chair's Address to the Council - as above

2022/05 6 Apologies for Absence - Cllr L John

2022/05 7 To receive any personal and prejudicial Declaration of Interests

Cllr Hughes declared a personal and prejudicial interest in any matters appertaining To Jameston Village Hall – Cllr Hughes is the Chairman of the Village Hall Committee

Kidney declared a personal and prejudicial interest in all matters appertaining to Jameston Village Hall – Cllr M Kidney is a member of the Village Hall Committee

Councillor Hughes declared a personal and prejudicial interest in agender item 2022/ 05 16 (a) – Cllr Hughes if the property owner

2022/05 8 Appointment of Working Party Group Members

- Staffing Working Party – Cllrs Hughes, Hall and Kidney

2022/05 9 To review the Council's representation on outside bodies

- One Voice Wales – Cllrs Clark and Miall

2022/05 10 To set the time and dates of the General Meetings of Manorbier Community Council (May 2022 to April 2023)

Meeting dates will be confirmed at the end of the prior meeting. No meeting to be held in August unless consultation is required on Planning Applications.

2022/05 11 Council Insurance for 2022/2023 – To consider the price received for the continued insurance of Manorbier Community Council.

Cllr Hall proposed that the price of £1,281.40 be accepted to ensure continued insurance; Cllr Miall seconded the proposal with all Cllrs in full agreement.

General Meeting Agenda

2022/05 12 To Receive the Minutes of the Meeting Held on the 4th April 2022

Cllr Hall proposed that the Minutes of the meeting held on 4th April 2022 be accepted as a true record of the meeting; Cllr Kidney seconded the proposal with all Cllrs eligible to vote in favour of such.

2022/05 13 Matters Arising from the Minutes – Information Only

2022/04 173 The Council were advised that several volunteers have commenced tending to the Bier House and garden to the rear such. It was agreed that the Clerk will make contact and ensure that all volunteers receive a copy of the Council's risk assessment. It was further agreed that the doors will remain off and stored in Cllr Hughes' barn for one year, following such the situation will be readdressed as to whether the doors should be replaced or not.

Cllr Hall proposed that the Council purchase two commemorative rose bushes/ shrubs to be planted in the garden, to the value of £75; Cllr Barry seconded the proposal with all Cllrs in full agreement.

2022/05 14 Account(s) for Payment and Bank/Cashbook Reconciliation

Cash Flow		
31.03.2022-13.04.2022		
	39,280.00	B/F
Payments Made	233.00	
Payments Received	0.00	
	39,047.00	C/F

Cllr Clark proposed that the report, as presented, depicts a true and accurate record of the Council's accounts to date; Cllr Miall seconded the proposal with all Cllrs in full agreement.

<u>To Be Presented/Acknowledged</u>			
16.05.2022	101366	M Priestley Salary (April 2022	£ 420.75
16.05.2022	101367	Post Office - Postage Stamps	£ 16.32
16.05.2022	101368	Saundersfoot Community Council Printing, Zoom and Broadband	£ 63.84
16.05.2022	101369	Messrs Lewis - Office Costs Apportioned	£ 169.37
16.05.2022	101370	Jameston Village Hall	£ 100.00
16.05.2022	101371	Zurich Insurance	£ 1,281.40
16.05.2022	101372	Manorbier Community Hub - Donation	£ 5,000.00
			<u>£ 7,051.68</u>

Cllr Miall proposed that the invoices, as presented, be paid in full; Cllr Clark seconded the proposal with all Cllrs in full agreement

2022/05 15 To receive any updates regarding the 2021/2022 Audit process

The Clerk advised that the required paperwork is ready for the Internal Auditor and will be passed over as soon as possible.

2022/05 16 Planning Application(s) Received

A	NP/22/0211/FUL	Plot 5, Grove Crescent, Jameston	New two storey 3 bedroom dwelling
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Cllr Hughes left the meeting room

Cllr Hall Chaired the meeting in Cllr Hughes' absence.

Following consideration of all the information presented by the Planning Authority, Manorbier Community Council resolved to support this application.

Cllr Hughes returned to the meeting room.

B	NP/22/0233/FUL	Willow House, Manorbier	Demolition of conservatory and erection of extension to rear of property.
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Following consideration of all the information presented by the Planning Authority Manorbier Community Council resolved to support this application, noting that the dwelling is in a rural area with no near neighbours that would be effected by the proposed alterations.

2022/05 17 Licensing Application(s) Received - None

2022/05 18 Consideration of Correspondence Received

- Notice of all training sessions being offered by One Voice Wales – Sent to all Councillors via Email
- Email containing information regarding climate changes Emailed to all Councillors
- Email received advising of a bad smell coming from a culvert at Haylands Lane – County Councillor Phil Kidney is meeting a representee from Pembrokeshire County Council to discuss such.

- Email received from Jameston Village Hall Committee requesting financial support towards the cost of a village tea to celebrate the Queens Platinum Jubilee.
- Email received advising the Council that due to the lack of response, from the Council to their recent planning application, they had not received a planning decision. The Clerk to response advising that a response was forwarded to the Planning Authority the day of the meeting when it was considered. To also advise that all planning decisions are made by the Planning Authority and not the Community Council, who are consultees in the planning process.

Cllrs Hughes and Kidney left the room

Cllr Hall proposed that Manorbier Community Council offer a donation of £100 and if any further requests are received from other local organisations that the Chair and Clerk use their delegated powers to decide to make the donation or not considering relevant legislation; Cllr Barry seconded the proposal with all Cllrs in full support.

Cllrs Hughes and Kidney re-joined the meeting room.

2022/05 19 To receive County Councillor's Report

Councillors congratulated Cllr Kidney on his recent Election win as County Councillor for the newly formed Manorbier and Penally Ward.

Cllr Kidney reported that following the recent Elections and induction of new Councillors, County Hall had been quiet.

2022/05 20 Action Tracking:

- a) Electronic Speed Signs – Grant approved by Pembrokeshire County Council – The locations have been confirmed and Pembrokeshire County Council are making checks to ensure the requisite services are available
- b) Jameston Play Park – Enhancing Pembrokeshire Grant Application in process – this will be considered by Pembrokeshire County Council in the Autumn
- c) Seating overlooking Manorbier Beach –benches have arrived and the slabs will be installed as soon as possible. The Clerk has requested that the contractor makes contact regarding the fixing of the benches.
- d) Beavers Hill Crossing - safety improvements and possible installation of road safety ramps/signs - No further information at present.
- e) Improvements to footpath in Manorbier (Vicarage Fields to Post Office) - No further information at present.

2022/05 21 To consider the Co-option process

Cllr Hall proposed to commence the Co-option process, advertising two positions of each ward and the closing date for applications being the 3rd June 2022; Cllr Barry seconded the proposal with all Cllrs in full agreement.

2022/05 22 To acknowledge the Remuneration payments made for 2021/2022 to Councillors

The Clerk advised the Council that no Remuneration payments have been made to Councillors during 2021/2022.

2022/05 23 Manorbier Community Hub – To consider a further donation to towards the building of the Community hub

Cllr Kidney proposed that Manorbier Community Council pay a donation of £5,000 towards the building costs of the new Manorbier Community Hub; Cllr Clark seconded the proposal with all Cllrs in full favour.

2022/05 24 The consideration of a footpath in the school/station area to enable safe passage to the school and railway station

Council was advised that concerns have been raised regarding the lack of pavement around the school area. Council acknowledged that this matter had been brought to the Councils attention numerous times in the past. The Clerk to write to Simon Hart requesting assistance in this matter.

2022/05 25 To consider better signage around the school area depicting the speed limits and general road safety and possible speed calming measures put in place.

County Councillor Phil Kidney advised the Council that 20mph signs are scheduled to be erected in the area. Cllr P Kidney will make enquiries as to when the works will be carried out.

2022/05 26 To consider any emergency items and/or outstanding issues before Full Council.

Next meeting 6th June 2022 7pm

Meeting closed 20.18

Melanie Priestley – Clerk to Manorbier Community Council

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