

MERLINS BRIDGE COMMUNITY COUNCIL

Minutes of Meeting 11th May 2022 at 6-30pm, online via the Zoom videoconferencing platform, and in person at Pembrokeshire College, Merlin's Bridge, Haverfordwest

Present: Cllrs. John Cole, Alison Palmer, Janice Morgan, Ian Lewis, Michelle Lewis, Veronica James; Peter Horton (Clerk).

Apologies: C'llr Mary Owen.

Declaration of known interests

C'llr John Cole declared a personal and prejudicial interest in any discussion concerning donations to the Welfare Committee.

Approval of minutes of April 2022 monthly meeting

These were approved by Members, and retained by the Clerk for signature following the meeting (proposer C'llr Jan Morgan, seconder C'llr Veronica James).

Matters arising

There were no matters arising to discuss.

Plans

Applications

22/0027/PA - The installation of 1 number 300.000 litres capacity raw milk storage silo & 1 number 100.000 litres capacity cream silo.

Site Address: First Milk Cheese Company, Pembroke Road, Haverfordwest, Pembrokeshire, SA61 1JN

C'llr John Cole had obtained some additional information regarding the proposed development, and shared this with those present. All necessary licences and permits were understood to be in place for the development. C'llr Mary Owen had emailed some queries regarding potential impact on traffic and noise levels. These were considered by Members, but not felt to be of concern, given the safeguards in place, and scale of the proposed development.

Members had no objection to make to the application.

C'llr John Cole mentioned that arrangements had been offered for a site visit to view the plant and see the extent of the proposed development. C'llr John Cole undertook to liaise with staff at the factory and the Clerk over arrangements for this.

Correspondence

- 01) PCC – bench approval – dealt with in agenda item below.
- 02) PCNPA – offer of trees – dealt with in agenda item below.
- 03) Denise Mayr – Internal audit report – dealt with in 'Accounts' below.
- 04) Audit Wales – completion of 2019/20, 20/21 accounts – dealt with in 'Accounts' below.
- 05) C'llr John Cole – information on costings for proposed Party in the Park Jubilee event – dealt with in agenda item below.

Accounts

Payments

Denise Mayr	:	£ 60-00
Zurich	:	£486-84

The above payments were approved by Members (proposer C'llr Veronica James, seconder C'llr Michelle Lewis).

In addition, the following donation payments were listed for payment, following formal approval in the agenda item on support for Jubilee events :

DeClare Court	:	£250-00
Welfare Committee	:	£1700-00

Internal audit

The internal audit report was considered by Members, and was accepted (proposer C'llr Veronica James, seconder C'llr Ian Lewis).

External audit of 2019/20 and 2020/21 accounts

The external audit reports for these years had now been received, thus completing the audit for those years. The reports were accepted by Members (proposer C'llr John Cole, seconder C'llr Jan Morgan). Members were satisfied that all issues raised in the reports had now been addressed. The Clerk had publicised the audit conclusion on the webpage and community noticeboards as required.

Annual Governance Statement

This was completed and approved by Members (proposer C'llr Jan Morgan, seconder C'llr Alison Palmer). The statement was signed by the Chairman and Clerk.

Independent Remuneration Panel allowances

Members reserved the right to pay any of the optional allowances at any time during the year if required (proposer C'llr Alison Palmer, seconder C'llr Michelle Lewis).

Member allowances

It was agreed for arrangement to be made for the member allowances to be approved in the June meeting for any members who had not chosen to waive it and notified the Clerk in writing.

County Councillor's report

C'llr John Cole mentioned that issues over garage leases, whereby the Authority had been ending some leases of deceased persons in situations where the surviving partner had wished to retain the lease, had now been resolved.

Discussion of co-option of new councillors

Clerk to copy the co-option advertisement round to all members, for publicity via whatever channels were available. Agenda item for June to consider co-option of any applicants.

Discussion of situation with purchase of new speed-activated sign

The Clerk had contacted the suppliers to request a refund, but without success. C'llr John Cole was in contact with officers in P.C.C., who were considering the situation, including possible donation of the sign to P.C.C., to enable it to be put up in place of the existing non-functioning sign. Matter to be placed on the agenda for further discussion in June.

Arrangements for support of events in connection with Queen's Platinum Jubilee

C'llr John Cole had circulated an email via the Clerk with indicative costings for the Party in the Park event.

Members approved a £1700 donation towards the expected £2500 cost of the event (proposer C'llr Ian Lewis, seconder C'llr Veronica James).

[NOTE – C'llr John Cole declared a personal and prejudicial interest in the donation, as the treasurer of the Welfare Committee, and left the room during discussion and voting on the donation].

Members also approved a £250 donation towards Jubilee celebration events planned to be held at DeClare Court (proposer C'llr Michelle Lewis, seconder C'llr Veronica James). C'llr Alison Palmer to confirm the payee for the cheque, and notify the Clerk of this. Then Clerk to leave the cheque with C'llr Palmer to deliver to DeClare Court.

C'llrs John Cole and Alison Palmer agreed to arrange delivery of the commemorative medals to the school.

Discussion of possible tree / shrub -planting initiative

Marc Owen of P.C.C. had offered to meet Members on 19th May at 11am, to consider possible sites for community planting. C'llrs Jan Morgan, John Cole, and Mary Owen (if available) to attend. Clerk to email C'llr Mary Owen to inform her of the arrangement made. Clerk to confirm the arrangement with Marc Owen, suggesting the Welfare Hall as a meeting point.

Discussion of arrangements for installation of 'Happy to Chat' bench

Nothing further heard had been heard about supply or siting of the bench.

Members noted that there was an unresolved question over responsibility for providing any necessary plinth for the bench, which would need to be monitored.

Discussion of unsafe parking outside chip shop on Pembroke Road

Members reported that the situation was as bad as ever. Clerk to report to Highways with request for comments and recommendations to address the problem. C'llr John Cole to provide photographs to the Clerk to accompany the message to P.C.C.

Discussion of need improvements to cut-through in Woodlands Park

Clerk to investigate ownership of the land in question, and discuss with P.C.C. Public Rights of Way Department. Matter to be placed on June agenda for further discussion.

Any other business

Junior Football Club. C'llr John Cole mentioned that a large grant had been secured to bring the football pitch up to F.A. standards, complete work on the changing facilities, etc., and provide additional pitch facilities for recreational purposes.

Next meeting

Wednesday 8th June 2022 at 6-30pm, in person at the Pembrokeshire College, and online using the Zoom platform.

The meeting was closed at 8-30pm.