

Minutes of an Ordinary meeting of Martletwy Community Council
held on Monday 11th October 2021 - 7.30pm at Lawrenny Village Hall

Present: Jason Crowther (Chairman); David Cole (Vice Chairman); Michael Carpenter, Phil Davies, Victoria Evans, Philip Eynon; (Councillors); Cty Cllr Di Clements (online); Lizzie Lesnianski (Clerk)
Apologies: None

CORONAVIRUS. *All due care and attention is taken to ensure the safety of Councillors, and the public, when attending meetings.*

Chairman welcomed Cllr Evans to her first meeting, supported by the Council as a whole. Cllr Evans thanked the Chair for his welcome and introduced herself to all.

21/062: Minutes of previous meeting: Unanimously agreed. Signed and dated.

21/063: Matters arising

a. Community Play Areas Funding: Cllr Davies reported he is attempting to get three quotes for works to equipment. Struggling to get contractors to turn up. Will continue to work on this.

b. New Defibrillator: Cllr Carpenter recapped the position with regard to a decision regarding location for new defib. Confirmed it is still at the Snooty Fox Public House. Cllr Davies queried locating defibs in commercial locations and ramifications if the business is ever sold on. It was discussed and agreed a written agreement with regard to the Community Councils ownership of the defib. Cty Cllr Clements reported the landlords at Lawrenny Quay may site a privately owned defib in the phone box at Lawrenny Quay. Cllr Eynon confirmed the Snooty Fox have agreed to a £100 donation. After some discussion it was proposed by Cllr Davies, seconded by Cllr Crowther, to go ahead with ordering a new defib, same model as already in use in the ward, so that all pads etc were interchangeable. Cllr Eynon confirmed he would order new pads. Cllr Carpenter to order new defib. He will contact Community Heartbeat. Unanimously agreed a cheque should be raised on the provision of an invoice.

d. Ultrafast Broadband Campaign: Cty Cllr Clements reported she has been chasing the service provider, Broadway, for an update, specifically with regard the position with vouchers at the Department of Culture Media and Sport (DCMS), especially as the situation does not seem to have changed since February/March. It has been confirmed Broadway have secured considerable funding from a private equity company. This will enable them to push forward with the infrastructure as soon as DCMS have signed the vouchers off.

e. History Noticeboards: Cllr Carpenter reported he has not yet heard from the graphic designer with regards the history noticeboards. He hopes to be able to update Council at the next meeting.

f. Community Council Website: Clerk reiterated her concern at the continued lack of response from Pembrokeshire County Council, having contacted them again. Clerk continues to investigate outsourcing the website.

g. Queen's Platinum Jubilee Beacons: Cllr Eynon reported the landowner has agreed to hosting the beacon. He confirmed the date is 2nd June 2022. A great deal of information is available at www.queensjubileebeacons.com which is updated monthly. One Voice Wales website also being updated. Cllr Eynon will continue to update the Council.

21/064: Planning

A number of Councillors, and Cty Cllr Clements, gave a brief introduction to Cllr Evans regarding the role of Martletwy Community Council as a consultee to the planning authorities PCC and PCNP.

a. Applications Received:

i. 21/0533/PA - Location: Jubilee House, Park Road, Martletwy, SA67 8AP

Council discussed the planning application at length. One Councillor noted the front windows seemed large for their surroundings. There were no objections. Community Council support this application. Clerk to report the decision to the planning authority.

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in 2021 was 312. In 2013 284 vehicles were recorded leaving Lawrenny, in 2021 the number was 300. Councillors discussed the fact these results do not specifically impact the issues of speed reported by residents of Broad Lane and Lawrenny. It was unanimously agreed the current limits on rural roads are not sensible, but continued requests to the County Council suggest there is no appetite from them or the Welsh Government to lower limits on rural highways. Further discussion will take place to see what if anything can be done to reduce speed on Broad Lane.

iv. Planning Enforcement & monitoring:

a. Cllr Eynon reported he had received complaints with regard to New Pencoed, SA68 0PL. The complaint suggests the sheds are too posh, and that it was not for agricultural use as per planning but for something else as it had a Mezzanine floor and picture windows in gable end farthest away from road. The complainant to Cllr Eynon also suggested consultants should be bought in from out of county as others are too close to the area. A further complaint was made to Cllr Eynon, from the same complainant, that commercial rubbish is being put out for collection in domestic waste bags. Clerk to report to PCC

b. Cty Cllr Clements confirmed she has re-sent all information pertaining to concerns regarding a commercial enterprise in Martletwy to PCC as they have suggested they are not in receipt of any information.

It was agreed by Council that PCC need to be pushed to act and are slow to do so. Cty Cllr Clements confirmed she had raised this issue of a lack of monitoring, and where necessary enforcement, with PCC's new CEO.

21/065: Highway Matters

a. Matters Reported:

Cllr Carpenter praised the cut and fill work being carried out on the Martletwy Road.

Cllr Cole enquired whether the Martletwy Road would be tarred & chipped after the cut and fill work.

Cllr Eynon commenced a discussion with regard the variation in timescales of different highway maintenance teams. Cty Cllr Clements to make enquiries.

b. Litter Signs: Cty Cllr Clements reported all additional litter signs ordered and now waiting for them to be printed.

c. Grit Bins: Cllr Eynon reported he has called PCC to arrange a meeting with regard the outstanding grit bin and refilling of existing bins.

21/066: Finances:

a. Audit: Clerk reported she is meeting with the Internal Auditor at his convenience.

b. Nat West Online Banking: Cllr Cole reported. Several Councillors need to update their forms along with two new signatories, Councillors Evans and Davies. Cllr Cole will go through the forms with people at the end of the meeting.

c. Donation requests: Clerk confirmed a few more requests had been received for consideration at the beginning of 2022. Urged all Councillors to share the details of the donation process with local charities and businesses if they have expressed an interest.

21/067: Casual Vacancy: Cllr Crowther confirmed Cllr Carpenter's resignation from the Community Council with effect from 31 December 2021. All Councillors were unanimous in their sadness at Cllr Carpenter's decision to retire from the role. Clerk requested permission from the Council to advertise the role. Unanimous agreement from Councillors.

21/068: Councillor/Clerk Training:

a. General Councillor Training: Clerk confirmed she will communicate with Cllr Evans to set up relevant training. Clerk also recommended Code of Conduct training for existing Councillors who had not completed it at all – or who had not done the training for some time.

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b. Planning Aid Wales: Clerk enquired if Councillor's would like her to enquire as to whether additional planning training is available, perhaps an additional module to that already completed. It was agreed further training would be useful and Clerk to enquire.

21/069: Meetings Attended by Community Councillors/Clerk:

a. Caru Cymru -Keep Wales Tidy Group: Cllr Carpenter reported he had attended a very information webinar. Caru Cymru have started their biggest initiative todate. To eliminate waste. The initiative is being funded by European funding. Individuals and organisations can register as Litter Champions. Training, kit and insurance is provided. There is also feedback as to how much is collected. Can also create litter picking hubs. Any residents can borrow kit as and when required. The project is running until 2023. Clerk to look at putting this on social media.

21/070: Correspondence Received:

a. One Voice Wales - Together for our Planet Community Fund: Clerk reported OVW have confirmed there is National Lottery funding for action on climate change. Deadline is 18/11. Webinar on 15th October at 10am if a councillor would like to attend.

b. One Voice Wales – Farmer/Landowner Survey: Clerk presented this correspondence. Offered to send it to any councillor who wished to complete the survey or who wanted to pass it on. Asking for participants with land adjacent to Wales Coastal Path.

c. Wales British Legion – Celebrating Remembrance: Clerk presented correspondence. Do Councillors wish to have a wreath this year? Unanimously agreed a standard wreath is appropriate. Clerk to order.

21/071: Communication: None reported.

21/071: Date of Next Meeting. Monday 1st November at 7.30pm. Venue Lawrenny Village Hall.

Meeting declared closed at 21.35

Signed:  Date: 01 - 11 - 2021

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Present: Jason Crowther (Chairman); David Cole (Vice Chairman); Michael Carpenter, Phil Davies, Victoria Evans, Philip Eynon; (Councillors); Lizzie Lesnianski (Clerk)

Apologies: Cty Cllr Di Clements

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21/072: Minutes of previous meeting: Unanimously agreed. Signed and dated.

21/073: Matters arising

a. Community Play Areas Funding: Cllr Davies reported. Still endeavouring to get quotes for works to equipment. Struggling to get a commitment from contractors to turn up to quote. Will keep trying.

b. New Defibrillator: Cllr Carpenter reported. He has emailed Community Heartbeat who arranged the move of the Landshipping defib recently. Old stock has now gone. He has asked if there are other similar offers available. Community Heartbeat are looking into it.

d. Ultrafast Broadband Campaign: Clerk read out written update from Cty Cllr Di Clements. She continues to chase up Broadway as everything seems to be grinding to a halt. She will report as soon as there is an update. Cllr Eynon asked if perhaps Broadway had more lucrative contracts elsewhere and were therefore not in a hurry to get on with Pembrokeshire as other areas are more accessible.

e. History Noticeboards: Cllr Carpenter reported. The Graphic Designer as responded by email. He is hoping to get going on the designs for the history boards at Christmas. Cllr Carpenter confirmed to him the Community Council is happy to wait and looks forward to hearing from him in the new year.

f. Community Council Website: Clerk confirmed she is now in receipt of the data from the county council regarding hits on the Martletwy Community Council web pages on www.pembstcc.co.uk In the period 01/10/2020 to 01/20/2021 the pages had 380 hits in total. Clerk recommended focusing on social media, specifically Facebook and in due course possibly Instagram and other platforms. Councillors agreed there seemed little benefit in spending money on a website with such low traffic numbers.

g. Queen's Platinum Jubilee Beacons: Cllr Eynon reported. He confirmed he has spoken to the landowner again. Is looking at whether or not NFU may sponsor the event in this area – or another local sponsor. Cllr Eynon will keep the community council updated.

21/074: Planning

Prior to discussing applications Cllr Crowther, in his capacity as Chair, addressed the meeting. He raised his concerns, mirrored by others present, regarding the possible use of the Community Council as a tool by those with personal gripes to get back at others. He mentioned as an example the recent complaints with regards one particular family, raised by Cllr Eynon on behalf of an anonymous local resident. The Chair suggested this should perhaps not be able to happen in future as it might bring the Community Council into disrepute. It is important for the council to remain neutral. Cllr Davies commented on the complaint raised regarding planning. He confirmed the building was in line with the planning application and was not yet finished. Cllr Crowther motioned that upon receipt of a complaint to either the Clerk or Community Councillors, a request be made to the complainant asking for details in writing, including their own contact details, in order that the Community Council can do its due diligence before taking the concerns further. All voted in favour.

a. Applications Received: None

b. Application Notices Received:

- i. 21/0436/PA: Tedion Farm. Conditionally approved.
- ii. 21/0440/PA: Tedion Farm. Conditionally approved.
- iii. 21/0533/PA – Jubilee House. Conditional approved.

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c. Other Planning Matters

i. Site Notices: Cllr Eynon reported the site notice for the planning at Prettylands only appeared to have gone up 10 days ago.

ii. Planning Monitoring:

a. Cllr Carpenter reported that as a concerned resident he had been in contact with Pembrokeshire County Council regarding his observations of the site in its current form. The mess and upheaval to the ground was such that he initially worried there has been fly tipping. It transpired this was not the case. He approached the builder who assured him the topsoil would be replaced and flowers planted. Following communication with Pembrokeshire County Council he has now received correspondence confirming they will investigate the situation and consider the expediency of taking further action. Further updates to follow.

21/075: Highway Matters

a. Matters Reported:

Cllr Cole reported road surface sinking badly outside new build Primrose Cottage.

Cllr Eynon reported a number of issues as follows:

- i. New stiles being installed are too high. People struggling to get over them. Example at Waisland.
- ii. Mill Bridge: Pipe blocked
- iii. Can the Community Council utilise What 3 Words to pinpoint locations with PCC.
- iv. Mountain Park, Jerusalem. Road sinking badly.
- v. Garron Pill – depression in road getting worse and pipes blocked

Cllr Davies asked for some thanks to go to operatives as they are doing a good job. He mentioned a specific operative who will be named in report to PCC but due to GDPR will not be named here.

b. Litter Signs: Awaiting delivery.

c. Grit Bins: Cllr Eynon reported new bin is in place and all are filled.

21/076: Finances:

a. Nat West Online Banking: Cllr Cole reported he is still working on this. Cllrs Crowther and Eynon need to go in with ID.

b. Donation requests: Clerk to check if Community Council can make donations to a church. Clerk to send requests to Councillors for consideration before the end of January deadline.

c. Invoice: Cllr Eynon presented an invoice for £172.80. No S246193 in respect of defib pads. Payment proposed by Cllr Davies, Seconded by Cllr Crowther. All in favour.

21/077: Casual Vacancy: Clerk has begun Casual Vacancy process and will report at next meeting.

21/078: Councillor/Clerk Training:

a. General Councillor Training: Clerk checked who needs to either refresh or complete Code of Conduct Training. It was agreed Cllrs Cole, Crowther, Evans and Eynon all needed to do this. Clerk to check on dates.

b. Planning Aid Wales: Clerk confirmed they are putting together a programme of additional training and will get back to her with the details.

21/079: Meetings Attended by Community Councillors/Clerk: None

21/080: Correspondence Received:

a. Dyfed Powys Police: Sent public information notice. Put on Facebook.

b. Pembrokeshire County Council - Invitation: Clerk presented correspondence inviting Councillors

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to reopening of No5 Quayside, Haverfordwest.

c. RNIB – Grants for Technology: Clerk presented this correspondence for the information of all Councillors in case they come across anyone who could benefit.

d. One Voice Wales – Model Local Resolution Protocol for Community and Town Councils: To be considered and adopted by Council at future meeting.

21/081: Communication:

Good Neighbours: Cllr Eynon reported the current Chairman, Mr Roger Wood, has resigned, along with his wife. Good Neighbours are now looking for additional committee members. They would need to attend the AGM in Lawrenny and the occasional Good Neighbours Lunch. They have been going 7yrs. At the recent lunch there were 36 attendees. Clerk to put on Facebook. Cllrs Eynon and Carpenter are both on the committee.

21/082: Date of Next Meeting. Monday 6th December at 7.30pm. Venue TBC.

Meeting declared closed at 20.40

Signed:.......... Date:.....6th Dec 2021.....

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Present: Jason Crowther (Chairman) [by telephone]; David Cole (Vice Chairman); Michael Carpenter, Victoria Evans, Philip Eynon; (Councillors); Cty Councillor Di Clements; Lizzie Lesnianski (Clerk)

Apologies: Cllr Phil Davies

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Councillor Cole Chaired meeting.

21/083: Minutes of previous meeting: Cllr Eynon raised a general accuracy issue re previous minutes. It was confirmed minutes once approved and signed were considered a true copy of any meeting and points to be considered after this should be added to forthcoming agendas. Minutes of November meeting approved, signed and dated.

21/084: Matters arising

a. Community Play Areas Funding: Cllr Davies not present. Report regarding playground equipment forwarded to January meeting. Clerk and Cty Cllr Clements updated the meeting with regard email correspondence from an interested party in the consideration of the future of the community play area in Lawrenny. The Community Council recognise the matter of the Lawrenny community play area is complex. The Community Council are the current holders of the agreement with Pembrokeshire County Council, but it is understood this may be on a semi-temporary basis. The interested party raised the following points: a) The matter involves both the Sports club and a local company who are developing the village, as well as possibly Pembrokeshire County Council, Pembrokeshire Coast National Park, and the Community Council as current holders of the agreement for the play area; b) the interested party noted some of the issues will become clearer in meetings over the next few weeks, and a written update may be given to councillors; c) the local company, the sports club and PCNP are equally keen to ensure that given the new housing development, hopefully to be occupied by young families, there can be a good modernised play area. Councillors unanimously agreed it was important to keep communication open with all parties involved to ensure a positive outcome for the community play area in Lawrenny.

Cllr Eynon asked if the local authority had charged the Community Council for the agreement to date. Clerk confirmed no invoice had been received to date.

Cllr Eynon asked for confirmation PCC were not cutting the grass this time of year. Has been approached by a volunteer for the Lawrenny site. All in favour of giving the go ahead.

b. New Defibrillator: Cllr Carpenter reported he is still awaiting a response from Community Heartbeat. He will update Council as soon as he receives a reply.

c. Ultrafast Broadband Campaign: Cty Cllr Clements confirmed Martletwy are one of the priority areas and she hopes to have positive news for the Council soon.

d. Model Resolution Protocol: Clerk confirmed due to other urgent matters that had arisen this month she had not forwarded the One Voice Wales Model Resolution Protocol to Councillors. The document will be emailed to all for adoption at the January 2022 meeting.

21/085: Planning

a. Applications Received:

i. NP/21/0668/FUL: Lawrenny Quay Caravan Site, Lawrenny Quay.

Comments: None. Decision: All in Favour.

ii. 21/0723/PA. Land Adjacent to Fernhill, Martletwy, SA67 8AS: Due to time restraints this application was looked at virtually. Response previously sent to local authority and on file.

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iii. 21/0740/DC: Ty Cornel, Martletwy, SA67 8AR. Discharge of Condition. Clerk reiterated issues all councillors had experienced trying to open the documents for this application. No one has been able to access any of the documents. Uncertain if other consultees are experiencing same issues. Clerk has emailed the Planning Officer and PCC. To date there has been no advancement in trying to get documents released. Clerk emailed Planning Officer and PCC again during meeting. Clerk then proceeded to read out correspondence from Planning Enforcement Officer at PCC in response to a written enquiry from a resident. The Officer is also awaiting a conclusion to the consultation. Further discussion was had with regard the increased size of the building. Cllr Cole searched through the amendments to the planning application. General frustration was expressed with regard the fact amendments to approved planning applications are not forwarded to consultees for further comment. Cllr Carpenter will send photos for information to the Planning Officer. Cllr Eynon agreed to work through the amendments and offer comment to Cllr Carpenter to include in his correspondence. Further consideration will be given to how to raise the profile of this issue, perhaps in the form of a letter to the Welsh Government.

iv. Pre-Application Consultation – Solar Farm, Bluestone. Both Cllrs Crowther and Eynon commented the location for the solar farm appeared to be on good food producing land. Cllrs Carpenter, Cole and Evans all made the point they applauded Bluestone for wanting to be environmentally responsible. It was agreed there were two points to raise.

1 What is the rationale behind not utilising roofs of existing lodges in order to decrease the impact of the large size of the solar farm

2. The community council question the siting of the solar farm. Could there not be better use of poorer quality land – especially land that is good food producing land.

Clerk to respond to the consultation asking the two questions and a response in writing.

b. Application Notices Received:

i. 21/0522/PA – Beulah, Land at Eweton Farm, Martletwy Road, SA67 8AH

ii. 21/0574/PA – School House, Martletwy, SA67 8AS

c. Other Planning Matters: None

i. Monitoring:

a. The issues surrounding the property Jericho were revisited. Cty Councillor Clements will ask PCC Planning team for a progress report on previous issues raised. She will also enquire as to any actions and development on another previously reported potential unauthorized development in Martletwy.

b. Cllr Eynon proposed Martletwy Community Council write to the local Member of the Senedd asking for them to raise the issue of poor planning rules, and specifically the lack of consultation on amendments to approved planning applications. Seconded by Cllr Evans. Approved unanimously.

21/086: Highway Matters

a. Matters Reported:

1. Cllr Eynon queried whether work by PCC to clear trees felled by bad weather are charged to the landowner. Cty Cllr Clements confirmed the local authority have a duty of care if highways are blocked as it is considered an emergency. There is no charge for the clearing in these circumstances.

2. Cllr Eynon commended the grit bin operative, and requested the Clerk write to PCC on behalf of Martletwy Community Council praising him.

b. Litter Signs: Cty Cllr Clements confirmed delivery is imminent.

21/087: Finances:

a. Quarterly Financial Report: The Clerk presented the quarterly financial report for the period ending 30/11/2021. Report attached to minutes. No queries were made. Signed and dated by Cllr Cole as Acting Chair.

b. Quarterly Clerk Payment: The Clerk presented the quarterly clerk payment report. She confirmed she had completed 53.50 hours with travel expenses for putting meeting Notices and the Casual

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Vacancy in the community Noticeboards, as well as attending meetings in person.

c. Nat West Bank – Online Banking: Cllr Cole confirmed the forms are at the bank now. Cllr Evans to attend the Nat West Branch in Haverfordwest with proof of ID and a utility bill.

d. Donation requests: Clerk to forward requests to Councillors this week.

c. Invoice: Cllr Eynon presented an invoice for £172.80. No S246193 in respect of defib pads.
Payment proposed by Cllr Davies, Seconded by Cllr Crowther. All in favour.

21/088: Casual Vacancy: Clerk confirmed there have been two expressions of interest. There was no petition for an election. Councillors confirmed Clerk should invite both interested parties to an online interview prior to the January meeting. The meeting should therefore begin online at 7pm.

21/089: Councillor/Clerk Training:

a. General Councillor Training: Clerk to share January training schedule with Cllr Evans and to arrange Code of Conduct training as per November meeting minutes.

b. Planning Aid Wales: Clerk confirmed Planning Aid Wales have sent through a proposal. In her opinion it is too detailed and too expensive. Council agreed the Clerk should go back to PAW and ask for a paired down version.

21/090: Meetings Attended by Community Councillors/Clerk: None

21/091: Correspondence Received:

a. One Voice Wales – Welsh Gov Defib Fund – opportunities for SaLC partners: Clerk presented correspondence. It was agreed it should be sent to Cllr Carpenter so he can apply.

b. One Voice Wales – Lottery Jubilee Funding: Clerk presented correspondence to Councillors for their information.

c. One Voice Wales – Community Changemakers Fund: Clerk presented correspondence to Councillors for their information

21/092: Communication:

a. Complaint against Community Councillor: The Clerk reported the Community Council had received a complaint of bullying and harassment against Cllr Eynon from a member of the public. Clerk confirmed she had taken considerable amount of advice from both the Monitoring Officer at Pembrokeshire County Council and a specialist at One Voice Wales. It had been agreed that an attempt to resolve this issue locally should be made prior to taking it to the Public Ombudsman. The Clerk had emailed Councillors with the suggested way forward. Following this a meeting had, as agreed, taken place with Cllr Crowther in his role as Chairman, Cllr Eynon, and the Clerk. The Clerk reported the complaint had been discussed in detail with Cllr Eynon, who had offered to write a letter apologising for his actions, and for not following due process, especially in light of the motion carried unanimously at the November meeting. An extensive discussion ensued. All Councillors present in favour of Cllr Eynon writing a letter of apology to the complainant. Cllr Eynon agreed he would write the letter and give it to the Clerk to forward to the complainant. Cllr Eynon confirmed the complainant had called him on a related matter on Friday 3rd December. Cllr Eynon had pointed out to the complainant he could not speak to them because of the complaint. The Clerk confirmed when she became aware of this on Sunday 5th December, she had rung the complainant and politely explained they must not contact Cllr Eynon at this time, not until internal processes had been completed. The complainant agreed and acknowledged the advice. They later confirmed the issue in writing. The discussion moved to discuss how complaints regarding actions of other residents of the ward, both anonymous and by named individuals, should be dealt with. It was unanimously agreed Cllr Evans and the Clerk would do further research and request advice from the Monitoring Officer and from One Voice Wales. Moving forward processes, as well as the Community Council Standing

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Orders will be updated. The Model Resolution Protocol by One Voice Wales will also be adopted. The Clerk confirmed she will await the letter from Cllr Eynon and will then write to the complainant with a copy of the letter, whilst emphasising the need to always allow the community council to complete its internal processes once accessed.

b. Cllr Michael Carpenter: On behalf of the Community Council Cllr Eynon thanked Cllr Carpenter for all his hard work over the last 5 years and expressed his sadness at his imminent departure. This was echoed by all councillors. The Clerk also expressed her thanks for all his support and hard work during his tenure.

21/093: Date of Next Meeting. Monday 10th January 2022 at 7.30pm. Venue: Online Meeting.

Meeting declared closed at 10.05pm

Signed:.....



Date:.....

10th Dec Jan 2022