

ANNUAL GENERAL MEETING 2022
Thursday 12th May 2022. 7.00pm, Lawrenny Village Hall

MINUTES

22/01: Present: Jason Crowther (Chair); David Cole (Vice Chair); Phil Davies, Philip Eynon, Liz Williams (Councillors); Lizzie Lesnianski (Clerk)

22/02: Apologies for Absence: Victoria Evans (Councillor);

22/03: Minutes of the Last Meeting: The minutes of the Annual General Meeting 2021 of Martletwy Community Council were unanimously agreed as a true copy. Signed by the Chairman.

22/04: Approval of Accounts: The Clerk presented Annual Accounts for Martletwy Community Council for the period ending 31st March 2022. Adoption of Accounts proposed by: Jason Crowther. Seconded by: Phil Davies. Unanimously approved and signed by the Chairman.

22/05: Chairman's Report

I would like to start by thanking councillors, including our County Councillor for all their hard work this year. This year has seen us continue the process of taking over management of the play areas in Lawrenny and Martletwy. Hopefully by this time next year we will have been able to bring in some new equipment and make other enhancements. We have done more work on defibrillators. Renovating the telephone kiosk in Landshipping and relocating the Defib from the wall of Clare House into the kiosk. I would like to take this opportunity to thank Peter and Victoria Evans on behalf of the community council for the kind use of their wall for the location of the defib until its relocation. We have also purchased a new defib which is now located on the wall of the Snooty Fox. This has been made possible by the generous donations from the proprietors of the Snooty Fox and also the Wild Lakes on Cott Lane. We continue to assist Broadway with their commitment to bring fibre broadband to the premises of every property in the Martletwy Ward and hope to see movement on this by the end of the year. Planning continues to frustrate us, with far too many retrospective applications, a lack of enforcement by Pembrokeshire County Council when necessary, and the changes to planning policy during covid, in particular for campsites etc. We have had two Casual Vacancy's this year and I am delighted they have been filled by Victoria and Liz, both of whom bring new skill sets to the council. Although not technically in the year to which this AGM applies, we have all either been re-elected or elected unopposed (though I did nearly end up in Carew!), which will enable us to move forward with a strong team of councillors into the ever-evolving world of community council work within the local authority remit. I believe we are now in a strong position to offer support to our local community and work to enhance our area for residents throughout our ward.

22/06: Election of Officers:

a. Chair: Councillor David Cole nominated. Proposed: Councillor Jason Crowther. Seconded by Councillor Davies. Carried unanimously.

Councillor Cole took over the Chair.

b. Vice Chair. Councillor Evans nominated. Proposed: Cllr Davies. Seconded by Councillor Crowther. Carried unanimously.

22/07: Resignations: None Received

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MINUTES

22/08: Appointment of Council Representatives

- a. One Voice Wales Representative. Cllr Davies offered to take on the role. Proposed: Councillor Crowther. Seconded: Cllr Williams. Carried unanimously.

22/09: Review of Council Policies:

- a. Financial Regulations Policy: The Council resolved to re-adopt the Financial Regulation Policy without amendment. Motion proposed: Cllr Davies. Seconded: Cllr Crowther. Carried unanimously.
b. Risk Management Policy: The Council resolved to re-adopt the Risk Management Policy without amendment. Motion proposed by Cllr Davies. Seconded by Cllr Crowther. Carried unanimously.
c. Standing Orders Policy: The Council resolved to re-adopt the Standing Orders Policy without amendment. Motion proposed by Cllr Davies. Seconded by Cllr Crowther. Carried unanimously.

22/10: Adoption of the IRPW Recommendations for the pay and reimbursement to Councillors:

Councillors at a previous Ordinary Meeting had unanimously resolved to adopt the IRPW's remuneration recommendations.

22/11: Staff Appraisal:

Clerk reported that whilst this matter was on the agenda historically, she was asking Council to look at whether this was a suitable medium in which to do a staff appraisal, taking into consideration current employment law. Cllr Davies stated it would be better for the Chair and Vice Chair to organise away from the meeting and liaise with councillors. Clerk also to have an input from their point of view. Chair and Vice Chair to then meet with Clerk to complete appraisal. Chair and Vice Chair to carry forward to AGM. Adoption of new procedure proposed by: Cllr Davies. Seconded by: Cllr Crowther. Carried unanimously.

The meeting was closed at 7:17pm

Signed: 

Position: CHAIR

Date: 15/5/23 Minute Ref: 23/026

Minutes
2021 Annual General Meeting
Monday 7th June 2021 at 7.00pm

Meeting delayed due to Covid-19¹

21/01: Present: Phil Davies (Chairman); Jason Crowther (Vice Chairman); Michael Carpenter, Philip Eynon, Ann Gamage (Councillor's); Di Clements (County Councillor); Lizzie Lesnianski (Clerk)

21/02: Apologies for Absence: David Cole

21/03: Minutes of the Last Meeting: The minutes of the last Annual General Meeting of the Martletwy Community Council were unanimously agreed as a true copy. Signed by the Chairman.

21/04: Approval of Accounts: The Clerk presented the financial accounts for Martletwy Community Council for the period ending 31st March. Proposed by Cllr Carpenter, seconded by Cllr Crowther. They were unanimously approved and signed by the Chairman.

21/05: Chairman's Report

Councillor Davies welcomed everyone to the meeting and commented on how good it was to meet everyone in person again after the long periods of lockdown during the pandemic. He went on to say it had indeed been a strange year but that the community council had adapted quickly and performed well all things considered. Online meetings were an unknown quantity prior to the pandemic and lockdown but had proved on the whole successful despite the issues with slow broadband speeds. Cllr Davies noted the community council was being given more responsibility by the local authority, such as the management of the play areas in Lawrenny and Martletwy. On behalf of the community council Cllr Davies expressed sadness Cllr Gamage was stepping down and thanked her for her contribution to council business. The job of finding a replacement will begin after the meeting and he felt sure it would be filled quickly. He commented it might be appropriate to ask the local authority if the number of councillors could be increased. Cllr Davies thanked County Councillor Clements for attending the ordinary meetings and for all her hard work both for the area and as liaison with Pembrokeshire County Council. Cllr Davies thanked the Clerk for all her hard work over the last 12 months, especially in such different circumstances.

21/06: Election of Officers:

a. Chairman: Councillor Davies nominated. Councillor Jason Crowther as Chairman. Seconded by Councillor Carpenter. Carried unanimously.

b. Vice Chairman. Councillor Davies nominated Councillor Cole as Vice Chairman. Seconded by Councillor Eynon. Carried unanimously.

Councillor Crowther took the Chair.

21/07: Resignations: Cllr Ann Gamage. Cllr Crowther thanked Cllr Gamage for her contributions to the business of the community council.

21/08: Appointment of Council Representatives

- a. One Voice Wales Representative.** The Chairman proposed Cllr Carpenter. Seconded by Cllr Davies. Carried unanimously.

¹ Note: Meeting delayed by 1 month due to the Covid-19 pandemic. Martletwy Community Council followed Welsh Gov guidelines during lockdown and held the AGM at the first opportunity.

Martletwy Community Council – AGM 2021 – Minutes (cont'd)

21/09: Review of Council Policies:

a. Financial Regulations Policy: The Council resolved to re-adopt the Financial Regulation Policy without amendment. Motion proposed by Cllr Davies, seconded by Cllr Carpenter. Carried unanimously.

b. Risk Management Policy: The Council resolved to re-adopt the Risk Management Policy without amendment. Motion proposed by Cllr Davies. Seconded by Cllr Carpenter. Carried unanimously.

c. Standing Orders Policy: The Council resolved to re-adopt the Standing Orders Policy without amendment. Motion proposed by Cllr Davies. Seconded by Cllr Carpenter. Carried unanimously.


21/10: Adoption of the IRPW Recommendations for the pay and reimbursement to Councillors:

Councillors unanimously resolved to adopt the IRPW's remuneration recommendations.

21/11: Staff Appraisal:

The councillors appraised the Clerk's work during the last 12 months. There were expressions of gratitude from councillors for her hard work, especially in challenging times. The Chair, on behalf of the community council noted he hoped the Clerk would continue in her role. The Clerk thanked the Community Council for their continued support and confirmed she was happy to continue in the role.

The meeting was closed at 7.30pm:

Signed:  Position: CHAIRMAN

Date: 12.05.22 Minute Ref:

Minutes
2020 Annual General Meeting
Monday 10th May 2021 at 7.00pm

Meeting delayed due to Covid-19¹

20/01: Present: Micheal Carpenter (Chairman); Phil Davies (Vice Chairman); David Cole, Jason Crowther, Philip Eynon (Councillor's) Ann Gamage (Co-opted Councillor); Di Clements (County Councillor); Lizzie Lesnianski (Clerk)

20/02: Apologies for Absence: None

20/03: Minutes of the Last Meeting: The minutes of the last Annual General Meeting of the Martletwy Community Council were unanimously agreed as a true copy and signed by the Chairman.

20/04: Approval of Accounts: The Clerk presented the financial accounts for Martletwy Community Council for the period ending 31st March 2019. They were unanimously approved and signed by the Chairman.

20/05: Chairman's Report

Councillor Carpenter reflected on the extraordinary year of 2020, and the Covid pandemic. He noted this had led to the cancellation of a number of events that should have taken place in 2020 which could not happen due to the national lockdown. This included the VE day celebrations in May 2020. He was proud the Council had been able to maintain the Precept at the same amount as for the previous year and reiterated it had been the right thing to do in difficult times. He noted 2020 was also the year Martletwy Community Council had at last embraced social media with the development of the Martletwy Community Council Facebook page. Cllr Carpenter stated he hoped he would see further technological advances made by the Council and thanked Cllr Davies for his efforts in setting up the Facebook page and administrating it. In the extraordinary year that was 2020, the Council also went online for all it's meetings and the job of chair was shared between Cllr Carpenter and Cllr Davies until such time as an AGM could take place. The meetings online had been very successful and efficient, and he thanked all those present for their participation. Cllr Carpenter offered his thanks to the District County Councillor, Di Clements, who had given up her valuable time to attend many of the Council's meetings and kept Councillor's informed about PCC matters relevant to the Community. He closed by thanking Councillors for all their hard work, with appreciation to the Clerk who had done a sterling job in difficult circumstances.

20/06: Election of Officers:

a. Chairman: Councillor Carpenter proposed Councillor Phil Davies as Chairman. Seconded by Councillor Eynon. Carried unanimously.

b. Vice Chairman. Councillor Carpenter nominated Councillor Crowther as Vice Chairman. Seconded by Councillor Gamage. Carried unanimously.

Councillor Davies took the Chair.

20/07: Resignations: No resignations

¹ Note: Meeting delayed by 12 months due to the Covid-19 pandemic. Martletwy Community Council followed Welsh Gov guidelines during lockdown and held the AGM at the first opportunity.

Martletwy Community Council – AGM 2020 – Minutes (cont'd)

20/08: Appointment of Council Representatives

a. One Voice Wales Representative. Chairman Carpenter agreed to continue in this role as representative of the community council. Motion proposed by Councillor Davies, Seconded by Councillor Eynon. Carried unanimously.

20/09: Review of Council Policies:

a. Financial Regulations Policy: The Council resolved to re-adopt the Financial Regulation Policy without amendment. Motion proposed by Councillor Carpenter, seconded by Councillor Gamage. Carried unanimously.

b. Risk Management Policy: The Council resolved to re-adopt the Risk Management Policy without amendment. Motion proposed by Councillor Carpenter. Seconded by Councillor Gamage. Carried unanimously.


c. Standing Orders Policy: The Council resolved to re-adopt the Standing Orders Policy without amendment. Motion proposed by Councillor Carpenter. Seconded by Councillor Gamage. Carried unanimously.

20/10: Adoption of the IRPW Recommendations for the pay and reimbursement to Councillors: Councillors unanimously resolved to adopt the IRPW's remuneration recommendations. Councillors had previously independently chosen whether they would choose to accept payment for the financial year to 31 March 2021 and the Clerk has a record on file.

20/11: Staff Appraisal:

The Clerk's work over the last 12 months was discussed by the Council. It was unanimously agreed by Councillors the Clerk had carried out her duties extremely well in very challenging circumstances. They expressed their gratitude and hoped the Clerk would continue in her role. The Clerk thanked the Community Council for their continued support and confirmed she was happy to continue in the role.

The meeting was closed at 7.30pm:

Signed:  Position: Chairman

Date: 7/6/2021 Minute Ref: