

Minutes of an Ordinary meeting of Martletwy Community Council
held on Monday 4th April 2022 - 7.30pm at Lawrenny Village Hall

Present: David Cole (Vice Chairman); Phil Davies; Liz Williams (Councillors); County Councillor Di Clements; Lizzie Lesnianski (Clerk)

Apologies: Jason Crowther, Victoria Evans, Phil Eynon (Councillors);

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

21/126: Minutes of previous meeting: Cllr Cole took the Chair. The minutes were taken as a true copy and signed and dated.

21/127: Matters arising:

a. Community Play Areas Funding: Cllr Davies reported he has met with a second supplier of equipment. They have supplied a quote. The quotes are composite so can pick and choose. He will now plough on with applying for grant funding.

b. New Defibrillator: Cllr Davies confirmed the new defibrillator was registered and a photo would be taken in the current week with the sponsors. Funds to be forwarded in due course.

c. Council Complaints Procedure: Clerk confirmed there had been some response to her correspondence with One Voice Wales and other organisations. It is common practise for local authority organisations to refuse to action anonymous complaints. They are logged as 'no further action'. It was agreed further consideration should be given to this issue.

d. Local Resolution: Clerk updated the meeting. Monitoring Officer and One Voice Wales have given conflicting responses. From the Clerk's further investigation it seems OVW are correct. Clerk has gone back to the Monitoring Officer to request a written response. The Monitoring Officer has confirmed due to the local elections it may take time.

21/128: Planning

a. Applications Received:

i. 21/1004/PA: Cllr Davies confirmed this application was for Condition 1 relating to Plans and 3 relating to surface water. Disappointment at another retrospective planning matter was expressed by all present. Councillors offered no comment with regard the application.

ii. NP/22/0108/FUL: The Old Potting Shed, Lawrenny, Kilgetting, SA68 0PW. Councillors unanimously expressed disappointment at receipt of another retrospective planning application. Especially with regard to this application in light of the works having been completed. There was general consensus among councillors at their dissatisfaction with regard the continued blatant disregard for planning process. Councillors were mindful of the consent already given with regard to 39 additional properties in the village of Lawrenny and the traffic assessment required during the application process for this enlargement of the village. There were unanimous concerns regarding the need for a traffic assessment for the current application, and any additional impact to the village. It is believed this application will create a great deal more transient traffic which will make the highway much busier. Councillors present unanimously agreed they cannot support this application until further information has been provided, especially with regard to the impact of the additional traffic linked to this application.

b. Application Notices Received: None received.

c. Other Planning Matters:

i. Monitoring:

Councillor Clements confirmed the local authority is currently putting together a plan in order to address the issues in the planning department, equally with regard to enforcement. It will not be a quick fix but there is hope it will resolve many of the issues. There was a consensus PCC were going about it the wrong way. They should address the issue of the lack of planning and enforcement

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officers first and then put someone in place at the head of the department. It was stated if there is no one to manage why put someone in charge. It was agreed the situation is dire and needs to be addressed urgently.

21/129: Highway Matters

a. Matters Reported:

i. Long Course Weekend – 1st/3rd July: Clerk confirmed she had contacted the Highways team at PCC to confirm the information on the LCW leaflet was approved. It seems LCW have done it again. The leaflet should have been a consultation document. PCC are currently going through the process of discussing potential closures with LCW before finalising the routes.

ii. Surface dressing programme: PCC have sent out a list of future works. Martletwy Cross to Cross Hands being resurfaced. Clare House to the path leading to Woodhouse Grange also in scope of works. Park Road, Martletwy and Camps Hill, Yerboston are also on the list.

iii. Clerk Report: Clerk reported on the responses from PCC traffic works team.

iii. Councillors Reports:

Cllr Davies reported pothole outside Bubbleton. Whilst it is not within the ward it is a road much used by Martletwy residents.

Cllr Cole reported a large depression in the highway surface on Martletwy Hill, down from Post Office Farm.

b. Litter Signs: The new litter signs are currently with Councillor Cole. Cllrs Cole & Davies will erect the signs on a mutually convenient evening. Smaller signs will then be relocated to areas likely to be seen by pedestrians and walkers.

c. Dog Fouling: Councillor Clements recommended purchasing dog fouling signs from an online provider. This will be much quicker and cheaper than sourcing them through other channels. Cllr Davies will action this.

21/130: Finances:

a. Nat West Bank: Cllr Cole reported he is in communication with the bank. As soon as everything is in order the details will be updated. He will also order a cheque book. .

b. Invoices for Payment: Clerk presented invoices as follows:

- i. One Voice Wales – Training Invoice – Approved. Cheque written.
- ii. Eon – Electricity for Defib Invoice – Approved. Cheque written.

21/131: Local Authority Elections May 2022

Clerk gave update. She took five sets of forms to County Hall for Cllrs Cole, Crowther, Davies, Evans and Williams. These were checked and all but one accepted. Cllr Crowther's form needed an additional signature. This was done and the form returned to County Hall, where it was accepted by the Returning Officer. Cllr Eynon opted to complete and return his own form.

21/132: Councillor/Clerk Training:

Clerk reported all training should wait until after election.

21/133: Meetings Attended by Community Councillors/Clerk:

- i. Cllr Williams attended the Good Neighbours lunch. Well attended. All enjoyed themselves.

21/134: Correspondence Received:

a. Resident – Canine Access at public footpath styles: Clerk presented correspondence from a local resident who had raised the issue that the new styles are not dog friendly as they have rigid wire grid across the bottom. Councillor Clements will investigate at PCC.

Martletwy Community Council
Clerk: Mrs Lizzie Lesnianski
Email: martletwycommcouncil@gmail.com

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b. PCC – Temporary Road Closures: Clerk reminded councillors there were temporary road closures due in Landshipping at the end of April. Pass information on to local residents where appropriate.

c. Good Neighbours Lunch Club – Councillor Clements: Councillor Clements confirmed there is an opportunity to apply funding. It was agreed a meeting of the Good Neighbours Committee would have to agree to this. County Clements to look into it in more detail.

21/135: Communication:

i. Minwear Woods: Councillor Clements confirmed she is working with local PCSO's with regards the adult activity in Minwear Woods.

21/136: Date of Next Meeting. Monday 6th June 2022 at 7.30pm. Venue: To be confirmed.

Meeting declared closed at 20.44

Signed:.....  Date:..... 09-05-2022.

**Minutes of an Ordinary meeting of Martletwy Community Council
held on Monday 9th May 2022 - 7.30pm at Lawrenny Village Hall**

With the agreement of all parties involved these proceedings were recorded

Present: Jason Crowther (Chair), David Cole (Vice Chairman); Victoria Evans, Phil Eynon, Liz Williams (Councillors); Lizzie Lesnianski (Clerk)

Apologies: Phil Davies (Councillor); Di Clements (County Councillor)

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

Councillor Crowther welcomed all the Councillors to the meeting following the unopposed election in Martletwy Ward.

22/001: Minutes of previous meeting: It was agreed the draft minutes were a true copy. Signed and dated by Chair.

22/002: Matters arising:

a. Community Play Areas Funding: Cllr Davies not in attendance. Carried forward to next meeting.

b. New Defibrillator: Cllr Davies not in attendance. Carried forward to next meeting.

c. Council Complaints Procedure: Clerk confirmed she had undertaken additional research and the vast majority of outcomes were the same. Clerk reaffirmed her comments previously it is common practise for authorities to refuse to action anonymous complaints. They are noted as received and logged as 'no further action'. Clerk to note in writing various examples along with suggestions and bring to next meeting.

22/003: Planning

a. Applications Received:

i. 22/0016/DC: Woodside, Martletwy, SA67 8AW. The matter of planning was discussed. No issues with the planning and all in favour of supporting the application.

ii. NP/22/0241/LBA: Blackpool Mill, Blackpool Bridge, Narberth, SA67 8BL. Proposal: Erection of a porch / canopy removal of stair timbers exposure of stone quoins. It was noted the canopy in the planning fits in well with the rest of the site. Also, the staircase is being retained though replaced and the lift is going in. No other comments. Martletwy Community Council are in favour of supporting this application.

b. Application Notices Received: Notice of Decision: 21/1004/PA: Beulah, Land at Eweton Farm. Approved.

c. Other Planning Matters:

i. *Monitoring:* Councillor Clements not in attendance to report. Carried forward to next meeting.

22/004: Highway Matters

a) Clerk Report: Clerk confirmed matters from last month had been reported. No response as yet.

b) Councillors Report: Cllr Eynon confirmed he had a conversation with the PCC road maintenance team member who had worked on the placement and filling of grit bins. He repeated his thanks. It was noted the team member had not been passed the thanks offered at the time.

c) Litter Signs: Cllr Cole confirmed he and Cllr Davies have the matter of replacement the small signs with the larger ones in hand.

d) Dog Fouling Signs: Cllr Davies not in attendance. Carried forward to next meeting.

e) Landshipping Noticeboard: Further to the noticeboard collapsing in the storm it needs to be removed as it may be a health and safety hazard. A new noticeboard needs to be sourced which includes disabled access. Cllr Evans to look into whether a noticeboard can be acquired using the Enhancing Pembrokeshire grant.

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22/005: Finances:

- a. Nat West Bank:* Cllr Cole reported. Confirmed Cllr Crowther's details are now correct and verified. Now awaiting information from the bank.
- b. Pembrokeshire County Council – Remittance Advice Note:* Clerk presented remittance advice.
- c. Zurich Insurance Renewal:* Clerk presented documents from Zurich Insurance for the renewal of the Community Council annual insurance policy. The cost remains at £257.60. All in favour of renewing the policy. Cheque issued.

22/006: Councillor/Clerk Training:

- a) One Voice Wales:* Clerk reported the dates for One Voice Wales training. Cllr Williams will attend the New Councillor induction training. Clerk confirmed all councillors are up to date with the Code of Conduct training.
- b) Planning Aid Wales:* Clerk requested confirmation council is happy to proceed with the online planning portal. The cost is still £150. All in agreement. Clerk also confirmed there was an additional live online training session available on 15th June at a cost of £35 per person if anyone wished to attend.

22/007: Meetings Attended by Community Councillors/Clerk: None reported.

22/008: Correspondence Received:

- a. PCNP – Trees for 70th Anniversary:* Clerk presented correspondence from PCNP with reference to the offer of trees from PCNP. Councillors queried whether these trees needed to be planted on public land or whether they could be sited on private land. The matter of tree species was also raised. Clerk to enquire with PCNP.

22/009: Communication:

- a) Dog Access - at new footpath styles:* Clerk confirmed receipt of correspondence from a resident. Many of the new styles at public footpath entrances are metal and have steel netting at the base which precludes dogs from running under the style. It was agreed this seems counterproductive. Councillor Clements not in attendance. Carry forward for response to next meeting.

- b) AGM:* Clerk confirm AGM has been scheduled for Thursday 12/05 at 7.30pm. Cllr Eynon enquired why it was not prior to the Ordinary meeting as is the usual practice. Clerk explained there was a query regarding the AGM as it was election year. Clerk went on to explain the query to the council was whether it was possible to hold an AGM on the same day Community Councillors were adopted as Community Councillors following the 2022 local council elections. By the time PCC answered the query there was not sufficient time to issue the notice prior to the Annual General Meeting. The AGM needs to be held within 14 days of this date, so the Clerk, taking into consideration her pre-booked annual leave, went for the earliest date, being 12th May. Clerk confirmed all councillors except Cllr Eynon had responded. Cllr Eynon stated he was not sure if he would be able to attend. Clerk confirmed there were likely to be at least 4 councillors in attendance.

c) Council Procedure: (bullet points for clarity)

1. Cllr Eynon produced copy email correspondence dated 9th March 2022, from a previous Casual Vacancy applicant. The email referred to two telephone conversations between the applicant and the Clerk, one in January and one in February. The email refuted recorded details of the two conversations, clearly in response to correspondence from Cllr Eynon. Cllr Eynon's correspondence prompting the applicant's response was not presented at the meeting.
2. When asked to confirm why he had brought the correspondence to the attention of the council, Cllr

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Eynon accused the Clerk of giving incorrect information and for not recording things properly. He referred to a comment he was minuted as having made with regard the applicant's comments pertaining to the council's recruitment process for the casual vacancy.

3. During the ensuing discussions other councillors expressed dismay and disappointment at the way in which he had brought this matter to the meeting and his bullying behaviour towards the council's member of staff. During discussions the Clerk stated on several occasions she was distressed and near to tears.

4. Councillors queried why Cllr Eynon had not brought this correspondence to the Clerk's attention before the meeting, to allow her to investigate the accusations, and why he had not previously shared this correspondence with the Council, nor asked for the matter to be put on the agenda. Cllr Eynon said he preferred to talk when people were around. It was noted he could have emailed, and the correspondence was now 2 months old. Cllr Eynon stated he had not attended the April meeting.

5. Without having sight of all information required to refute the accusations the Clerk stated she believed her reporting was correct and factual. She proceeded to check information she had in front of her including previous minutes and messages to Cllr Williams who was co-opted at the time. Cllr Eynon continued to argue the Clerk was wrong. The Clerk stated she wanted to leave the meeting.

6. Cllr Eynon stated Cllr Davies (not present at the meeting) whilst at the Snooty Fox one evening had apologised to the applicant for the way the matter had been handled and likened it to an episode from the tv show the Vicar of Dibley. Cllr Eynon repeatedly stated a third party had also likened the council to the "Vicar of Dibley". Cllr Crowther asked why the applicant had not complained in person.

7. Clerk confirmed she would only write to people in future to ensure there was a paper trail.

8. The Clerk confirmed the January conversation was entirely and only regarding the applicant being unsuccessful in the Casual Vacancy application process. The February telephone conversation was to discuss the concerns of the individual - as raised at the February meeting by Cllr Eynon.

9. After considerable discussion the Clerk confirmed she would check all her records when she had them in front of her, including her telephone records direct from the service provider.

10. Cllr Crowther reiterated the Clerk is an employee of the council & must be treated respectfully, in accordance with the rules. Cllr Evans said Cllr Eynon's behaviour went against the Code of Conduct.

11. Cllr Eynon continued to refute the minuted comment and stated he would not be recorded as a liar.


12. Having become too distressed to continue the Clerk left the meeting.

13. The recordings show there was further discussion following the departure of the Clerk. Cllr Eynon continued to state he did not want to be misquoted, referring again to the minuted comment attributed to him. Cllr Evans confirmed all meetings, including this one, were going to be recorded.

14. Clerk to verify information in due course when she has checked her records.

22/010: Date of Next Meeting. Monday 13th June 2022 at 7.30pm. Venue: To be confirmed.

Meeting declared closed at 20.40

Signed:  Date: 13th June 2022

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Notes:

- a. with the agreement of all parties involved these proceedings were recorded
- b. meeting started at 7.45 due to issues with access to hall
- c. Coronavirus: all due care & attention is taken to ensure the safety of all in attendance

Present: David Cole (Chair), Victoria Evans (Vice Chairman); Jason Crowther, Phil Eynon, Liz Williams (Councillors); Di Clements (County Councillor); Lizzie Lesnianski (Clerk)

Apologies: Phil Davies, Liz Williams (Councillors)

22/011: Minutes of previous meeting: Clerk confirmed amendments made to minutes as per Cllr Eynon's enquiries earlier in the day and having referred back to the recording of the meeting. Draft minutes approved by all. Signed and dated by Chair.

22/012: Matters arising:

- a. Community Play Areas Funding:** Cllr Davies not in attendance. Carried forward to next meeting.
- b. New Defibrillator:** Cllr Davies not in attendance. Carried forward to next meeting. Clerk confirmed Cllr Davies has received a donation from the Snooty Fox. He will pay the funds into bank.
- c. Council Complaints Procedure:** Clerk presented written research exploring the policy for anonymous complaints, specifically resident against resident, of various local authorities, public bodies and other organisations. Cllr Evans will write up a combined complaints policy, to include both general and anonymous complaints. Cllr Eynon enquired about a point on the clerk's research document. If there is to be a vote to decide way forward with any complaint, and if the complaint was made against a friend of one of the community councillors, then they shouldn't vote in any decision regarding the complaint. Clerk confirmed this is correct as they would have to declare an interest. Cllr Eynon asked if it would have to be a unanimous decision. Cllr Clements and Cllr Evans both said it should be a majority vote – not unanimous. Cllr Crowther agreed. Cllr Eynon asked Cllr Clements about county council procedure. Signposting discussed. Cllr Cole confirmed Cllr Evans would prepare draft policy and bring to next meeting.
- d. PCNP – 70th Anniversary Tree Planting:** Clerk reported PCNP had responded to her enquiries. The trees can be planted anywhere in the community council ward and do not need to be planted on public land. Just planted where they will be allowed to reach maturity and will be cared for. Plant them in areas where they will be of benefit. Trees will be provided as whips, unless feature tree required, or fruit trees. Trees will be native. Ranger happy to attend and advise on site prior to ordering. PCNP also provide volunteer tree wardens. Ordering is not until late Summer for planting in early Autumn. There was a discussion as to whether this could be put on social media. Cllr Evans wondered if it would be possible for residents to put in a request for a tree. Cllr Clements suggested planting them in places where trees had been lost in the recent storms. Or in the play area or sports field. Clerk to contact the ranger to organise a site visit.

22/013: Planning

a. Applications Received:

i. NP/22/0289/Ful: Prettyland, Lawrenny, SA68 0PY. Cllr Cole confirmed all councillors had looked at the application. Cllr Evans commented the new application included a change to the windows from lots of glass to more traditional design. Cllr Eynon commented the conservatory was positioned on the side. The council unanimously agreed they had no objections and were happy to support the proposal.

ii. 22/0134/PA: Green Ginger, Martletwy, SA67 7AS. Cllr Cole asked for comments. Cllr Eynon commented the property was well out of sight. Cllr Cole commented it was the same footprint as the neighbouring property. All agreed it was barely visible. All in favour to support the application.

b. Application Notices Received: None received.

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c. Other Planning Matters:

i. Monitoring:

1. Home Farm Housing Development: Cty Cllr Clements confirmed concerns had been raised by residents with regard the request for a discharge of conditions that were placed on the application at the point of its approval by the planning authority. It was confirmed by PCNP that whilst the community council is not normally a consultee for discharge of condition application's they can still contact the planning authority to express their concerns and those of the local residents. Cty Cllr Clements confirmed comments can be made up to the determination date. Discussion ensued. Cllr Eynon raised the point that comments had been made by locals about the cost of the affordable housing on the site not being particularly affordable. It was unanimously agreed this could be an issue if the price of the market value housing stock was above Normally affordable housing is the proportion of the cost (55%) of the market value housing. It remains at this level in perpetuity. It was noted by Cllr Evans the applicants appeared to be chopping the development up into smaller sections and that this could be seen as a cynical manoeuvre to avoid the Section 106 requirement. Cty Cllr Clements said things like this had happened. Cllr Eynon asked if they could make a contribution for property to be built somewhere else. Cllr Evans confirmed this. It was suggested the affordable property should be built as a proportion of market houses and be built at same time. Cllr Evans thinks this is a mechanism to try to avoid Section 106 and affordable housing stock. Council to comment with regard concerns as above. Issues with whether this discharge of conditions application could be construed as Section 106 avoidance. That they should adhere to the planning approval. Proportion of affordable houses should be built simultaneously with market value properties.

2. Camping/Glamping Site – Martletwy. Cllr Evans raised the issue of a camping/glamping site and whether it should be doing what it's doing. Councillors looked at the website. Cty Cllr Clements stated it was certificated under the greener camping scheme. They are allowed 7 units but without structures or paths. Cllr Evans confirmed they advertise 10 pitches and 5 tourers. Cty Cllr Clements stated this is above the certification quantities. She will investigate.

3. Structure being built on camping site, Martletwy: Cllr Evans noted a wooden structure is now being built next to a permanently placed touring caravan. Cty Cllr Clements will look into it.

22/014: Highway Matters

a) Clerk Report: Clerk confirmed she had reported the give way sign that has come down at Martletwy. Cty Cllr Clements will investigate.

b) Councillors Report: Cllr Evans and Cllr Crowther raised the issue of the road dipping into a trench by Cae Calon following the fibre infrastructure being put in place by Openreach's contractors, Quinn. Cllr Eynon confirmed this has already caused an issue for a cyclist who had an expensive tyre/wheel damaged. Cllr Eynon also raised a similar issue at Mill Hill. Openreach contractor Quinn have damaged edge of road where they dug in fibre cable. Substandard replacement of tarmac, edge is cracking. Cllr Eynon raised that there is a big depression between Jerusalem and Mountain Park.

c) Litter Signs: Cllr Cole confirmed he was erecting signs when weather turned. He will get it done.

d) Styles with Dog access: Cty Cllr Clements reported on the response from PCC. The team are working on recycled plastic gates to be installed in styles. Using metal because of inflated cost of timber. Cty Cllr Clements to send copy of PCC response to Clerk.

e. Dog Fouling Signs: Cllr Davies not in attendance. Forward to next meeting.

22/015: Finances:

a. Quarterly Financial Report Clerk presented the quarterly financial report. As not yet accessing online banking these are reported off statements. Current Account currently £5277.37. Reserve Account £1627.06. Total current balances £6904.43. Clerk's salary to be paid. See 22/015/b below.

b. Clerk Quarterly Payment: Clerk presented quarterly payment report. Clerk confirmed she does not charge for all the hours worked, or for some expenses paid out of her own pocket. Clerk claimed for 53.50 hours in the quarter to 31/05. Total expenses £48.51. Cheques written to Clerk and HMRC.

c. Funding/Grants: Cllr Evans reported on using the Enhancing Pembrokeshire grant for new noticeboards & the frustrations she is experiencing with the application process. Cllr Eynon offered to put Cllr Evans in touch with the Community Council at East Williamston as they have been through

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the process already. Cllr Evans confirmed she would like to be in touch with them. Cty Cllr Clements confirmed Uzmaston Community Council had bought noticeboards for £450ea and PCC had erected them. Cllr Eynon will communicate with Cllr Evans direct regarding East Williamston.

d. Nat West Bank: Cllr Cole confirmed some people's details are now up and running, but other's have yet to follow. Cllr Crowther confirmed he had received some of the details he needs earlier in the day. It was confirmed Cllr Evans is now a signatory. Cllr Cole proposed he now remove ex councillor Michael Carpenter from the mandate and add Cllr Williams as a signatory. All in favour.

e. Pembrokeshire County Council – Invoice Clerk presented the invoice from PCC for the 2021/2022 SLA's at Lawrenny and Martletwy. Total £1230. All in favour to pay. Cheque issued.

22/016: Audit: Clerk confirmed she is working on the Audit and will bring everything to a forthcoming meeting.

22/017: Councillor/Clerk Training:

Clerk confirmed Cllrs Evans and Williams have expressed interest in upcoming training. Asked other councillors if they would like to attend, especially as some is free. No takers.

a) One Voice Wales: List of training sessions has been circulated. Cllr Williams attended the new councillor training. She reported by email it had been useful and interesting.

b) Planning Aid Wales: Clerk confirmed she is awaiting the invoice for the planning portal.

22/018: Meetings Attended by Community Councillors/Clerk:

a. Clerk reported Cllr Williams had attended the recent meeting of the Lawrenny WI and prepared a report to be presented in her absence. "I attended WI last Tuesday (7th) it was a lovely meeting, and we had a fantastic lady who demonstrated line dancing and then encouraged us all to take part (it's not as easy as it looks). There were 9 of us there which was a good increase to the numbers of last year. WI also had a stall at the Out and About weekend in Lawrenny. [Chair] did a fantastic job and gave a really informative talk about the history of the WI and all its achievements over the years."

22/019: Correspondence Received: None Received.

22/020: Communication:

a. Staff Appraisal: Cllr Cole proposed a renewed staff appraisal process. He will email all councillors, and the Clerk, as the sole member of staff, asking for comments. These will be overseen by Cllrs Cole and Evans. Everyone will have 10 days in which to submit their comments. Cllr Evans and Cllr Cole will discuss all the comments and will undertake the appraisal face to face with the Clerk, after which the Chair and Vice Chair will report to the meeting following the appraisal.

22/021: Date of Next Meeting: Monday 4th July 2022 at 7.30pm. Venue: To be confirmed.

Meeting declared closed at 20.59

Signed:.....

Date:..... 4th July 2022