



**Minutes of the meeting of
Freystrop Community Council & Freystrop Village Hall
held at Freystrop Village Hall on 17 April 2023 at 19:30**

1. Attendance & Apologies

- Freystrop Community Councillors: W D Thomas (Chair), D S Harries, M R Harries, A M Simpson, R A Beeden
- Freystrop Community Council Clerk: R D Lavis
- Pembrokeshire County Councillor (Llangwm Ward): M J John
- Apologies: Freystrop Community Councillor E Utting

2. Welcome

3. FCC Policy on Declarations of Interest

- It is requested that interests are declared at appropriate points in discussions

4. Presentations & Questions from the Public

- There were no presentations or questions from the public

5. Minutes of the March 2023 Monthly Meeting

- The minutes of the meeting held on 13 February were approved
 - Proposed: A M Simpson. Seconded: R A Beeden

6. Matters Arising

- Recording of the cheque details for OVW subscription
 - Cheque number: 100575. £99.00. Payee: One Voice Wales

7. Correspondence

- From Llangwm Community Council
 - Enquiry about IT system(s) and equipment used by clerk
 - Clerk's response forwarded to all Councillors
 - A discussion involving all Councillors was held concerning the points raised. Councillor M R Harries expanded on some of the legal issues
 - Councillor D S Harries proposed the purchase of a laptop for the clerk to undertake purely FCC duties. Councillor A M Simpson seconded this. Councillor M R Harries will present some recommendations to Council
- How to contact Pembrokeshire County Council - A guide for City, Town & Community Councils
 - The clerk is looking at methods of making this, and other documents, easily referred to by Councillors
- Local Places for Nature Survey
 - Rachel Carter has requested completion of a short survey of the services provided by the Local Places for Nature Officer



FREYSTROP COMMUNITY COUNCIL

8. Highways & Rights of Way

- Public Path Diversion Order PP21/18 (Silverstream to Bower House, New Road)
 - Letter sent to Claire Jenkins, PCC Planning Officer
 - Ms Jenkins had conferred with Matt Cloud, definitive map officer, and informs Council that the issue is for the landowners to resolve
 - The Chair said he would speak to Mrs R Thompson
- Moorland Road
 - Evidence of surface deterioration
 - Response from Robert Evans
 - An inspection has been undertaken by Highways. Given the timing of the reporting they can only conclude that surface damage has been caused by the latest freezing conditions. They are of the opinion that there is no damage to underlying structure of the road. The road will be added to their regular inspection list
- Update on community funded speed signs
 - Councillor D S Harries
 - The cost of implementation for one sign is greater than the amount budgeted for. A brief discussion was held.
 - Councillor M J John suggested Burton Community Council should be contacted as they have a document detailing their implementation of their speed signs

9. Planning Matters

- 22/0319/PA – Middle Hill Farm Variation
 - No update
- 22/0342/PA – Summer Hill West
 - New 2 storey Dwelling with basement garage and wine cellar
 - No update
- 22/1187/PA – Will Meadows
 - Section 73 Variation of Conditions
 - Councillor W D Thomas declared an interest
 - Councillors had few comments and no objections
 - Councillor W D Thomas expressed concern that the developer had already commenced construction on the houses to the new designs despite not yet having planning approval
- 22/1058/PA – The Old Manse
 - Erection of annexe
 - Notice sent to Councillors for consideration
 - The only comment raised was that the available parking space in the lay-by in front of the property may be reduced
- Works at Middle Hill Quarry
 - No planning applications have been received by Council.
 - The Chair had received messages of concern from residents of Lower Freystrop
 - The work has been reported as a possible breach of regulations

10. Cemetery

- There was nothing to report

11. Training

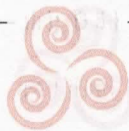
- OVW Training Needs Survey 2023
 - The clerk has completed this on behalf of Council

12. FCC Administration

- Annual Report
 - The Chair has completed a draft which has been passed to the clerk for additions
- Section 6 Report
 - Councillors E Utting and A M Simpson presented Council with a draft report which was approved for publication
 - Proposed: D S Harries. Seconded: R A Beeden
- Standing Orders
 - Clerk's presentation
 - The clerk informed Council that the Standing Orders adopted at the 2019 AGM required modifications
 - OVW is preparing new Model Standing Orders incorporating 2021's Welsh Government legislation
 - Modifications to FCC's Standing Orders will be based upon the new Model Standing Orders

13. FCC Financial Matters

- Independent Remuneration Panel for Wales Annual Report 2023
 - Draft policy and procedures prepared by Councillors E Utting and A M Simpson with contributions from the Chair and clerk had been distributed to Councillors
 - The policies and procedures were accepted in principal by Councillors as being ready for approval at the AGM



- Proposed: M R Harries. Seconded: R A Beeden
- Insurance
 - The Chair has received a quotation for the coming year from BHIB
- 2022/23 Accounts
 - Draft end of year accounts were distributed to Councillors
 - The clerk will work with Councillor A M Simpson to finalise the accounts
- Change of bank
 - The process to change banks has been started
 - Barclays Bank was discounted as the FVH accounts were held there. Unity Trust imposed the same charges as HSBC. Lloyds Bank provided free banking for 1 year before imposing charges. NatWest was the only High Street alternative to offer cheaper banking
 - The clerk approached OVW for advice as NatWest insist that the person applying for a bank account has to be a signatory. OVW were of the opinion the clerk could continue with the application but advised that a clerk may be a signatory but that the option to do so is used in emergency circumstances only
 - Some Councillors have received requests from NatWest for sample signatures
- Bank accounts
 - Current Account Balance: £3,642.64 at 3/04/23
 - Deposit Account Balance: £10,333.63 at 3/04/23

14. General

- Little Milford House
 - Councillor D S Harries had been asked to raise concerns about the deterioration of the building
 - The Chair said that house was managed by the National Trust from Colby Gardens. Councillor D S Harries will approach NT for information



FREYSTROP VILLAGE HALL

15. Village Hall

- BMW car permanently parked on Village Hall grounds
 - Complaints have been received from Village Hall users
 - The Chair will draft a letter to the owner of the car
- Car park extension
 - No update
- Village Hall Upgrade Project
 - Councillor D S Harries said progress was ongoing but there was nothing of note to report
- Hall cleaning
 - Councillors were happy with the cleanliness of the Hall
- Warm spaces
 - The Warm Spaces project had come to a close. Attendees suggested that something similar be done through the months of October to March in coming years
 - A new grant for future Warm Spaces type projects is available. This has a closing date of 30 June 2023
- PCSO Adam Thomas is to hold a Neighbourhood Watch meeting for St Clements Park residents on 20 April at 18:00. This follows the reporting oil theft and concerns about night time activity in the area. Councillor M J John had previously alerted PCSO A Thomas to concerns during their tour
- Monthly Fire Alarm & Quarterly Defibrillator checks
 - There are no issues with the fire alarm

16. Parc Hamdden Freystrop Recreation Park

- A working party in March continued with planting the trees from the Woodland Trust and Pembrokeshire National Park
- In April PCSO Adam Thomas proposed to do a Litter Pick.. The working party would be held on the same day and both groups would meet for refreshments after
- Outdoor Connections Fund Round 3
 - The 2 benches had been delivered on 17 April
- UK Shared Prosperity Funding
 - The first round for Pembrokeshire was announced with a closing date of 31 March 2023. The Steering Group looked to obtain funding for renewal of the fenced play area with a focus on equipment for young children
 - Initial plans for applications/discussion were drawn up by Dragon Play & Sports of Caerphilly
 - Enquiries to the SPF team were positive however the funding expected to be over subscribed and had a revenue focus. The response suggested application to the Pembrokeshire Sustainable Communities Fund which was to open immediately the initial round had closed would be a better fit for the project
 - An Expression of Interest has been submitted for the SPF Grants less than £100k - Pembrokeshire Sustainable Communities Fund

17. Bus Shelters, Kiosk & Other Assets

- There was nothing to report
- Marquee hire contract update – on hold

18. FVH Administration

- Draft Constitution to replace 1955 deed and 1995 rules
 - The Chair had prepared a first draft and sent it to the clerk for review
 - PAVS will be consulted for advice on finalising the document
 - Councillor D S Harries suggested that OVW may be able to add some advice

19. FVH Financial Matters

- Insurance cover
 - The Chair had approached the insurers to add the container and contents to the FVH policy. The increase is minor and no adjustment will be made for the remainder of this year but will be added upon policy renewal
- Internet banking
 - Councillors W D Thomas and E Utting had spent time with Barclays Bank to further the process of internet banking and to sort out administration issues with the account. Councillor W D Thomas would attend Barclays again on the 19th
- FVH Treasurer Report
 - 2022/23 accounts
 - The Chair thanked Councillor A M Simpson for her work
 - Transfer of Warm Room Grant and funds held by FCC on behalf of FVH
 - This was not addressed
- Bank accounts
 - Current Account Balance: £4,935.03 at 31/03/23
 - Deposit Account Balance: £13,616.37 at 31/03/23



OTHER MATTERS

20. One Voice Wales & PCC Liaison Meetings

- Councillor W D Thomas update
 - Councillor W D Thomas attended the Policy Committee meeting
 - Concerns raised at the meeting:
 - the lateness of IRPW reports which were too late to allow for adequate budget planning
 - the loss of funding for the Link Officer
 - The Audit Wales Empowering People Report has been published. The lack of communications between County and Community Councils was highlighted
 - Funding has been obtained for a further year's work for the Local Places for Nature Officer has been obtained
 - A presentation on Caring Units was made by Planed's Lee James

21. County Councillor's Report

- Pembrokeshire County Councillor M J John update
 - Community speedwatch continues to look for volunteers. Councillor M J John has details for any interested parties
 - [Gosafesnap.wales](https://www.gosafesnap.wales) can be used to report traffic offences
 - In acknowledgment of the contribution made by unpaid carers, and their value to the County, a free annual parking pass at Scolton Manor is available, along with a free regular hot drink on each visit
 - Breeches of planning may be reported directly to PCC [here](#)
 - A Freeport area encompassing Milford Haven has been announced

22. Members' Requests

- Councillor D S Harries requested clarification of some of the points raised earlier in the meeting regarding IT systems

23. Date of Next Meeting

- The next meeting will be 15 May 2023
- Items for inclusion on the agenda should be received by the clerk by the Wednesday prior to the meeting

R D Lavis
Clerk & Responsible financial Officer
Email freystropcc@yahoo.com

Approval proposed by: ~~Steve Ulling~~ Rebecca Beedle

Seconded: Anna Simpson

Signed: