



Minutes of the meeting of
Freystrop Community Council & Freystrop Village Hall
held at Freystrop Village Hall on 15 May 2023 at 19:30

1. Attendance & Apologies

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

2. Welcome

3. FCC Policy on Declarations of Interest

- It was 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 April 2023 Monthly Meeting

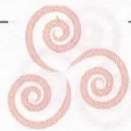
- The minutes of the meeting held on 17 April were approved
 - Proposed: E Utting. Seconded: A M Simpson

6. Matters Arising

- No matters were raised

7. Correspondence

- Advice for City, Town & Community Councils on power outages and emergency plans
- Nature Wise Eco-Literacy Course
 - [Free places available](#)
- City, Town & Community Council Survey
 - Forwarded to Councillors
- Request for motions for the OVW AGM
 - 2 requests per Council allowed
 - Details from clerk
- [Written Statement: Democratic Health of Community and Town Councils](#)
- Draft minutes of the OVW Pembrokeshire Area Committee
- Good Councillors' Guide to Employment
 - The Chair requested a copy of this documents
 - The clerk will make this available for all to reference



FREYSTROP COMMUNITY COUNCIL

8. Highways & Rights of Way

- Obstructions on footpath down to Silverstream
 - Request for clearance works by Mr & Mrs Pearce
 - The issue had been mentioned to both Councillor E Utting and the clerk but neither were clear as to the location of the obstruction
 - Councillor E Utting will speak to Mr & Mrs Pearce to get clarification
- Update on community funded speed signs
 - Held over until Councillor D S Harries returns

9. Planning Matters

- Outstanding applications
 - [22/0319/PA](#) – Middle Hill Farm Variation
 - [22/0342/PA](#) – Summer Hill West
 - New 2 storey Dwelling with basement garage and wine cellar
- [22/1187/PA](#) – Will Meadows
 - Section 73 Variation of Conditions
- [22/1058/PA](#) – The Old Manse
 - Erection of annexe
 - Conditionally approved 19 April 2023
- [23/0002/PA](#) – Pencaer
 - Demolish garage and construct two storey extension
 - Councillors had no comments upon the application
- Works at Middle Hill Quarry
 - Notification received of investigation by PCC
 - No further information has been received

10. Cemetery

- Councillor E Utting had reported flooding in the area which had been promptly addressed

11. Training

- The Chair will update his planning guide to reflect the changes made to access applications via the PCC website

12. FCC Administration

- Receipt of documents from former clerk Mrs K L Roach
 - The clerk has been given 3 storage boxes of papers found at the home of Mrs K L Roach by Mr Jimmy Dewhurst. Collecting the boxes in person the clerk expressed Council's gratitude to Mr Dewhurst Jnr.
 - Despite the mention of the locating of the Freystrop Community Council Chain of Office in the original phone call the chain has not been passed over. Also not in the papers were any minutes or accounts. Mr Dewhurst promised to pass over any items that come to light in the future
- FCC IT
 - Councillor M R Harries has contacted suppliers and suggested that a laptop for the clerk could be obtained in the price range of £500-£600. VAT will be waived on any purchase
 - The clerk informed council that as only Opensource office software was being used there was no requirement for additional purchases/subscriptions
 - It was agreed that 3 quotes for equipment should be obtained
 - Proposed: E Utting. Seconded: A M Simpson
- Annual Report Update
 - There was no update
- Standing Orders
 - The clerk informed Councillors that post the publication of the agenda OVW had issued a statement that draft Standing Orders would be issued shortly



13. FCC Financial Matters

- Insurance
 - The Chair had undertaken comparisons of insurance packages following an increase in the BHIB premium of £53. The new BHIB premium was to be £315.21 whilst a comparable policy with Zurich would be £241
 - The Chair recommended that a policy with Zurich be taken out
 - Proposed: E Utting. Seconded: A M Simpson
- Audit Wales
 - 2021/22 Accounts
 - External audit complete
 - FCC given a clean bill of health
 - 2019/20 Accounts
 - Resubmission of accounts had been requested by Audit Wales as Grant Thornton had not passed them on
- Independent Remuneration Panel for Wales Annual Report 2023
 - The Clerk suggested a modification to the draft procedure. Councillors are allowed to decline receipt of their allowances. This requires the addition of a clause to the effect that a written declaration declining the sum be made to the Responsible Financial Officer. There were no objections to this addition to the draft procedures
- 2022/23 Accounts
 - FCC is due a full external audit for this year
 - The accounts are prepared and will be reviewed by the clerk and Councillor A M Simpson
- Change of bank
 - The process of obtaining signatures on the NatWest application is now complete
- Bank accounts
 - Current Account Balance: £4,727.04 at 3/05/23
 - Deposit Account Balance: £10,344.93 at 3/05/23

14. General

- Little Milford House
 - On behalf of Councillor D S Harries Council was informed that contact had been made with National Trust. NT are looking to obtain grants to carry out works. Councillor D S Harries asked to be kept informed of developments
- Millenium Stone grassed area maintenance
 - The area has not been cut this season.
 - The Chair will approach the maintenance team when they are next cutting along the New Road



FREYSTROP VILLAGE HALL

15. Village Hall

- Update on BMW car permanently parked on Village Hall grounds
 - The vehicle is now being used and appears to be less of an issue. The situation will be monitored
- Items awaiting updates
 - Car park extension
 - Village Hall Upgrade Project
- An accident had occurred at a dance class held in the Hall
 - Repairs to the floorboards were carried out immediately
- Fire Alarm & Defibrillator checks
 - The monthly fire alarm check was carried out
 - The quarterly defibrillator check has been carried out and logged as OK on the circuit

16. Parc Hamdden Freystrop Recreation Park

- April Working Party & Litter Pick
 - A very successful Sunday afternoon of litter picking (led by PCSO Adam Thomas), works in the Park & the installation of the picnic bench took place. An informal picnic for all participants was enjoyed
- May Working Party
 - The working party will revert to the last Saturday of the month in May
- Grassed area maintenance
 - The Steering Group has met with a small business to discuss regular mowing of an area of the Park to encourage more usage, for instance ball games. An initial cut to knock back the grass would be charged at £150. Thereafter a maintenance charge of £75/fortnight would be levied. The areas to be cut may change depending on weather conditions, grass growth etc
 - It was agreed that subject to a satisfactory first cut an agreement may be entered into with Meadow Garden Waste Services
 - Proposed: E Utting. Seconded: A M Simpson

17. Bus Shelters, Kiosk & Other Assets

- The book exchange in the kiosk appears to be well used
- Marquee hire contract update – on hold

18. FVH Administration

- Update on Draft Constitution to replace 1955 deed and 1995 rules
 - The Chair continues to work on the new constitution and is incorporating some suggestions from the clerk

19. FVH Financial Matters

- Internet banking & Account signatories
 - Internet banking has been set up. There continues to be some issues sorting out the IDs of signatories
- FVH Treasurer Report
 - The accounts are ready to go to the internal auditor
- Bank accounts
 - Current Account Balance: £4,541.17 at 28/04/23
 - Deposit Account Balance: £13,616.37 at 28/04/23



OTHER MATTERS

20. One Voice Wales & PCC Liaison Meetings

- There are no OVW updates
- Councillor W D Thomas attended a meeting of the Pembrokeshire Public Services Board
 - The Wellbeing plan for Pembrokeshire has been passed. Discussions were held on its implementation

21. County Councillor's Report

- Pembrokeshire County Councillor M J John update
 - The PCC AGM has been held. Councillor Thomas Tudor is the new Chairman with Councillor Steve Alderman the new vice Chairman
 - LDP2 has an adoption target of October 2025 but the effective dates remain 2017-2033. The current LDP remains in force until the adoption of the new one
 - Discussions have been held relating to Corporate Strategy 2023-2028
 - A review of electoral arrangements is being carried out. Six councillors are deemed adequate for the Freystrop Community with 446 registered voters
 - There is a vacancy on the Community Councils' Standards Committee
 - Complaints about drains near Top Farm are being looked into

22. Members' Requests

- Councillor R A Beeden reported a good uptake to the St Clements' Park Neighbourhood Watch Group and it was being used
- The Chair suggested this become a standing agenda item for FCC meetings

23. Date of Next Meeting

- Next scheduled meetings 12 June 2023
 - Meetings to run consecutively
 - Freystrop Community Council Annual General Meeting
 - Freystrop Village Hall Annual General Meeting
 - Monthly meeting of Freystrop community council and Freystrop Village Hall
- Items for inclusion on any 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:

Eime U'Hing

Seconded:

Rebecca Beeden

Signed:

W D Thomas

12/6/23