

MANORBIER COMMUNITY COUNCIL
MINUTES

4th September 2023 General Meeting of Manorbier Community Council

Held at Emanuel Gospel Church Building, Jameston, Monday 4th September 2023

In accordance with s47 of the Local Government and Elections (Wales) 2021 Act, Manorbier Community Council will enable persons to join the meeting in person or via a live link (Zoom). If you require the information to join remotely, please message the Clerk by 1pm on the day of the meeting.

Public Participation session commenced at 7.10pm.

Please note that Audio or Video recording of Full Council meetings is not permitted.

All Manorbier Community Council meetings are regulated by its Standing Orders.

Present: Cllrs R Hughes, (Chair), R Hall (Vice Chair), G Clark, M Kidney, G Preece and N Lane

In attendance – County Councillor Phil Kidney, three Members of the Public and The Clerk

Meeting commenced at 7.08pm

2023/09 56 To receive any Apologies for Absence - Cllrs J Miall and D Barry

2023/09 57 To receive any Personal and Prejudicial Declaration of Interests as per the Code of Conduct – None

2023/09 58 To Receive the Minutes of the Meeting Held on the 3rd July 2023

Cllr M Kidney proposed that the Minutes be accepted as a true record of the meeting held on the 3rd July 2023 and be signed as such; Cllr Hall seconded the proposal with all Cllrs eligible to vote in favour of such.

2023/09 59 Matters Arising from the Minutes

2023/07 49 – The Clerk advised that she had received a phone call from Tenby and Saundersfoot First Responders advising that they had received correspondence from Lydstep Holiday Park advising that they wished to sponsor a Defibrillator, to be located in Lydstep. As no meeting was due until September 2023 and to ensure the Defibrillator was in place for the busy weeks of Summer, the Clerk advised the Responders that Manorbier Community Council would purchase the cabinet to house the Defibrillator up to a cost of £395. The Defibrillator is now in place.

Portacabin – The recently purchased portacabin is positioned on land in the ownership of Jameston Village Hall and is being used by Manorbier School under a Licence between Manorbier Community Council and Pembrokeshire County Council. The Portacabin will be depicted on Manorbier Community Council's asset register.

2023/09 60 To receive an update regarding the Co-option process – The Clerk reported that the Returning Officer has been advised of Lorraine's passing. The requisite Notices will be displayed and if no Election is requested the Co-option process can commence.

2023/09 61 To consider the Financial Report

Cash Flow 12.06.23 – 12.08.23

£52,660.94 B/F

Payments Made £14,551.51

Payments Received £ 0.00

£38,109.43 C/F

Cllr Clarke proposed that the financial report be accepted as showing a true record of the Council's financial position to date; Cllr Hall seconded the proposal with all Cllrs in full agreement.

2023/09 62 To approve and Acknowledge invoices for payment – As stated on the Financial Report

See attached report

All invoices were acknowledged and approved for payment.

2023/09 63 Planning Application(s) Received

A. NP/23/0331/FUL Castle Mead Hotel, Manorbier

Repair, partially demolition and refurbishing of existing garage with the erection of an extension for the creation of a new family dwelling, on the edge of Manorbier village

Following the consideration of the information provided by the Planning Authority, it was proposed and seconded that Manorbier Community Council support this this planning application.

Cllr Hughes added planning application - NP/23/0371/FUL - Retrospective siting of self-catering pod
Cliff Haze, Cob Lane, Jameston

Following consideration of the information provided by the Planning Authority Councillors would like to request further information on the following points:

- It is noted that there is an orange pipe protruding from the plot. What is being carried in that pipe and where is it being discharged?
- It is understood that there is a hot tub located on the site. Where is the water discharged from this.
- The hot tub is heated by an open fire and there are provisions on site for open fires – neighbours have raised concerns regarding smoke pollution. Are there any actions that can be taken to mitigate this issue?

2023/09 64 To Consider Any Planning Applications Received After This Agenda Was Published - None

2023/09 65 To consider any Licensing Applications Received – None

2023/09 66 To consider Correspondence Received

- **Email received advising that the emergency phone located at Manorbier Beach had been vandalised.** – The Clerk reported that this has been reported to Pembrokeshire County Council after several calls to BT, Open Reach and BT Business – all three of which were unable to assist in any way.
- **Email received advising of a badger set located at the Manorbier Football pitch** – To consider any actions to be taken by the Manorbier Community Council, being mindful that badgers are protected species. It was concluded that there is not action, at this point in time, that the Council are able to take.
- **Email received from a member from a resident of the Ward requesting assistance with certain issues with in their home** – Cllr P Kidney will contact the resident directly and arrange a site visit with Officers from Pembrokeshire County Council.

2023/09 67 To receive County Councillors Report

Cllr Phil Kidney reported that:

- I met with a resident who had raised concerns regarding certain areas within the ward that were, in their opinion, in need of attention and tidying up. Several areas requiring attention were identified and I am arranging for Pembrokeshire County Council to carry out the required works.
- The planning application relating to Castle View, Warlows Meadow will be brought to the Planning Committee for consideration.
- Manorbier train station car park is now open and being used.

2023/09 68 Action Tracking- to receive any updates on the following matters, not covered elsewhere in the agenda

- a) Jameston Play Park – Enhancing Pembrokeshire Grant Application has been approved in the sum of £14,097 – Play equipment chosen – Installation in process.
- b) Improvements to footpath in Manorbier (Vicarage Fields to Post Office) (County Cllr Kidney) – No further information at this time.

2023/09 69 To consider Manorbier Community Council creating a Facebook page for the distribution of information only.

This agenda item will be considered at the October 2023 Meeting.

2023/09 70 To consider the request made by the Manorbier Football Club for the grass cuttings to be collected following cuts during the football season. The grass is currently cut every other week and will cost an additional £25, per cut, for the removal of the cut grass.

Cllr M Kidney proposed that the grass cuttings are collected and taken off site, by the groundsman, during the football season, at an extra cost of £25 per cut, with this arrangement being reassessed in March (prior to the 2024 season of cutting); Cllr Clarke seconded the proposal with all Cllrs in full agreement.

It was confirmed that the Manorbier Community Council owned grass roller was kindly being stored by a resident on their farm. Cllr M Kidney proposed that Manorbier Community Council donate £50 to the resident as a thank you; Cllr Clarke seconded the Proposal with all Cllrs in full agreement.

2023/09 71 To receive an update regarding the removal of several trees, within the Jameston Play Park, which have been identified with Ash Die Back. To consider if further intervention is required.

The Clerk reported that several of the smaller trees had been removed but it was considered that several larger trees remained and required specialist removal, due to their size and the overhead telephone cables. Cllr Hall proposed that the Clerk obtain prices to remove these trees and due to the possible safety implications these prices be considered via Email, to enable the works to be carried out prior to any further high winds; Cllr Clarke seconded the proposal with all Cllrs in full agreement.

2023/09 72 To consider Manorbier Community Council adopting the draft training plan. In accordance with the Local Government and Elections (Wales) 2021 Act

Cllr Clarke proposed that Manorbier Community Council adopt the Training Policy and Plan as presented with a review of such prior to the next Election or if there is a change in Legislation; Cllr Hall seconded the proposal with all Cllrs in full agreement.

2023/09 73 To consider Manorbier Community Council adopting the draft Donations Policy

Cllr Lane proposed that Manorbier Community Council adopt the Donations Policy as presented with a review of such March 2025 or if there is a change in Legislation; Cllr Hall seconded the proposal with all Cllrs in full agreement.

2023/09 74 To consider any items not on the Agenda – Information only

- The seat in the Jameston bus shelter is in need of repair.
- During the recent Riptide Festival it was noted that the roads in the area become congested and impassable.
- It was suggested that the Clerk set up an out of office automatic Email response when on leave.
- The Clerk to liaise with residents of Manorbier Newton to fix a mutually convenient date for the defibrillator training.

Date of next meeting – 2nd October 2023

Meeting closed 20.20

Melanie Priestley – Clerk to Manorbier Community Council
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