



FREYSTROP COMMUNITY COUNCIL & FREYSTROP VILLAGE HALL

Minutes of the meeting held on Monday 10 July 2023 in the Village Hall, Freystrop

The monthly meeting of Freystrop Community council and Freystrop Village Hall followed immediately after the AGMs for the 2 organisations

1. Attendance & Apologies

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

2. FCC Policy on Declarations of Interest

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

3. Presentations & Questions from the Public

- There were no presentations or questions from the public

4. Minutes of the June 2023 Monthly Meeting

- The minutes of the June meeting were approved
 - Proposed: E Utting. Seconded: D S Harries

5. Matters Arising

- No matters were raised

6. Correspondence

- No correspondence was recorded

FREYSTROP COMMUNITY COUNCIL

7. Highways & Rights of Way

- Obstructions on footpath down to Silverstream
 - Councillor E Utting had spoken to Mr Brian Pearce to clarify his request for clearance. The path was suffering from some incursion of undergrowth and overhanging branches narrowing the available space for walking
 - The clerk was requested to ask Meadow Garden if they were willing to clear the obstructions
- Vehicle parking on kerb/roadside outside An Trabhan, Post House & Bathesland
 - It was thought that any obstruction would be a police matter
 - The clerk was instructed to contact PCSO Adam Thomas for advice
- Maddox Moor and the 20mph restrictions
 - Councillor M J John informed Council he had Written to the Pembrokeshire County Council Cabinet detailing his concerns

8. Planning Matters

- Outstanding applications
 - 22/0342/PA – Summer Hill West
 - New 2 storey Dwelling with basement garage and wine cellar
 - Refused. 14 June 2023
 - INV-0233-22 - Works at Middle Hill Quarry
 - No further information at present
 - 22/1187/PA – Will Meadows
 - Section 73 Variation of Conditions
 - 23/0002/PA – Pencaer
 - Demolish garage and construct two storey extension
 - Refused. 15 June 2023
 - 23/0099/DC – 2 Heathfield Terrace
 - Discharge of conditions
 - Partially discharged. 28 June 2023
 - 23/0141/PA – Beulah, New Road
 - Detached domestic garage with home office/store above
 - No update available
- New applications
 - 23/0254/PA – Clayston Barn



- Conversion/Change of use of existing barn outbuilding, with new single storey extension, to residential dwelling
- No objections were raised
- Planning Breeches
 - Report of demolition of shed at the DKAN yard contrary to approved planning
 - The Chair pointed out that the original plans for the area retained the shed. A revision to these plans had objections raised but were approved. Inspection of the revised plans showed the replacing of the shed and therefore there was no breach
 - No further action can be taken

9. Cemetery

- There was nothing to report

10. Bus Shelters, Kiosk & Other Assets

- Request from Llangwm Litfest to use the marquee
 - The festival committee had been in touch with the clerk
 - A meeting with representatives was suggested
- Marquee hire contract update – on hold

11. Training

- Councillors were encouraged to attend the online Ethical Standards presentation on 11 July, a part of Pembrokeshire County Council's Ethical Standards week.

12. FCC Administration

- FCC IT
 - Councillor M R Harries had sourced a laptop for the clerk at a cost of £419 plus VAT. Purchase was approved
 - Proposed: A M Simpson Seconded: E Utting

13. FCC Financial Matters

- PAYE
 - The clerk informed Council that PAYE matters were not being handled correctly. Whilst there is no concern about the amounts of tax and NI contributions being made to HMRC Audit Wales requires that all statutory reporting involved with PAYE is carried out. The payments made to HMRC also cannot be linked to the clerk's self-assessment.
 - The clerk proposes to initiate correct reporting. In consultation with other clerks and One Voice Wales there are no problems with a clerk processing their own PAYE as the audit trail is robust.
- Audit Wales
 - Invoice for 2019/20 basic audit fees - £200
 - Query lodged with Audit Wales Finance as this audit is not complete
 - Invoice for 2020/21 basic audit fees - £261
 - The clerk confirmed the audit is complete with no recommendations having been received and that the invoice can be paid
 - Cheque number: **XXXXXX**. £261. Payee: Audit Wales
 - Full audit documents to be delivered to Audit Wales before 1 August 2023
 - The clerk proposes to deliver these by hand to the nearest Audit Wales office
- Bank accounts
 - Current Account Balance: £4,480.64 at 3/06/23
 - Deposit Account Balance: £10,357.49 at 3/06/23
 - Councillors requested that online banking for the HSBC accounts be set up

14. General

- Neighbourhood Watch Report
 - No report due to Councillor R A Beeden's absence
- Report of 'Camo Man' at Church
 - Councillor D S Harries reported that Matt Christopher (Camo Man) had been sleeping in the porch of the church and was being obstructive. His appearance there had been reported on 101



FREYSTROP VILLAGE HALL

15. Village Hall

- Outstanding Items
 - Car park extension
 - Village Hall Upgrade Project
 - Councillor D S Harries reported that progress was slow
- Fire alarm & Defibrillator checks
 - The fire alarms had been tested and found to be functioning by the Chair prior to the meetings

16. Parc Hamdden Freystrop Recreation Park

- SLA agreement
 - PCC have been requested to cease the mowing of the children's play area. Meadow Garden will undertake this and remove the cuttings
- Donation of bench by Ms J Forrest
 - The Committee wish to record their pleasure at the receipt of the new bench which has been installed by volunteers.
 - The secretary was requested to send an official 'tahnk you'
- Update on dog attack
 - A PCN notice has been issued to the dog owner
- Update on signage
 - The secretary is in receipt of quotations for signage from Sigma Signs
 - The Chair said that was happy for signs to be designed and ordered. Payment would be made from the reserves held by FCC for works at PHFRC

17. FVH Administration

- Items addressed during the AGM but recorded here in the correct context:
 - Hire charge for Freystrop Village Hall
 - There was some discussion as to whether the charge should be reviewed per calendar or financial year. This will be further discussed in the September meeting
 - The discussion moved on to a decision to increase the hourly hire rate to £7.50/hour commencing 1 September. W D Thomas to inform all hirers
 - A question was raised whether there were data protection implications relating to the management of the Hall. This will require some research
 - A suggestion was made that hirers should bring their own tea towels. There was no dissent to this idea
- FVH Treasurer Report
 - There were no matters to raise
- The Chair reported that the level of petty cash he holds was running low
- Bank accounts
 - Current Account Balance: £3,461.69 at 29/06/23
 - Deposit Account Balance: £13,644.76 at 29/06/23

OTHER MATTERS

18. One Voice Wales & PCC Liaison Meetings

- Councillor W D Thomas had attended the Local Area Meeting
 - A letter had been sent to PCC raising concerns about the LDP
 - There was a Local Places for Nature presentation. PCC have £600K for projects concerning biodiversity
- Councillor W D Thomas had attended the Public Service Meeting
 - The Wellbeing Plan and Poverty in Pembrokeshire were agenda items

19. County Councillor's Report

- Pembrokeshire County Councillor M J John reported that the LDP was being progressed and was to be considered alongside the Area Development Plan and the Swansea City Area Economic Plan
- The Council Size Policy is being worked upon and will form a part of the Boundary Commission 10 Year Review. Currently any council under 500 electors has 6 councillors. The intention is to set a minimum of 7 councillors with a minimum of 80 electors per councillor. This would mean any councils under 560 electors would be amalgamated with neighbouring ones. A reduction in 18 city, town or community councils across Pembrokeshire would be achieved. Freystrop would join with Hook under the proposals, not warded but one council. There will be a meeting on 5 September for city, town and community councils to express opinions. A consultation is to be held between October and December. Any changes will be effective for the 2027 elections



- There had been various issues with the change of the 308 bus service to the fflecsi bus service. The morning and afternoon 308 service for schools has been maintained
- A recycling campaign is to take place to cut the amount of food waste going into grey bags
- Haverfordwest High School has received 3 awards for architecture

20. Members' Requests

- Councillor E Utting suggested that a project be set up to create a border in the vicinity of the Millennium Stone

21. Date of Next Meeting

- Next scheduled meeting 11 September 2023
 - Monthly meeting of Freystrop community council and Freystrop Village Hall
 - Items for inclusion on any agenda should be received by the clerk by Monday 4 September

R D Lavis

Clerk & Responsible financial Officer

Email freystropcc@yahoo.com

Approval proposed by:

Ross Harries

Seconded:

Anna Sumpton

Signed:

Esmi Utting

Dated:

18/9/23