



## FREYSTROP COMMUNITY COUNCIL &amp; FREYSTROP VILLAGE HALL

## Minutes of the meeting held on Monday 18 September 2023 at 19:30 in the Village Hall, Freystrop

### 1. Attendance & Apologies

- Freystrop Community Councillors: E Utting (Acting Chair), R A Beeden, 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: None
- Apologies: Councillors W D Thomas, D S Harries

### 2. Welcome

- Councillor E Utting welcomed all to the meeting and wished it to be recorded that all wished Councillor W D Thomas a speedy recovery. Councillor E Utting took on the role of Acting Chair

### 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 questions requiring response

### 5. Minutes of the Freystrop Community Council AGM July 2023 Meeting

- The minutes of the FCC AGM were approved
- Proposed: A M Simpson. Seconded: M R Harries

### 6. Minutes of the Freystrop Village Hall AGM July 2023 Meeting

- The minutes of the FVH AGM were approved
  - Proposed: M R Harries. Seconded: A M Simpson

### 7. Minutes of the July 2023 Monthly Meeting

- The minutes of the July meeting were approved
  - Proposed: M R Harries. Seconded: A M Simpson

### 8. Minutes of the Freystrop Village Hall Special September 2023 Meeting

- The minutes of the FVH Special Meeting were approved
  - Proposed: M R Harries. Seconded: A M Simpson

### 9. Matters Arising

- Correction to the June 2023 minutes. Councillor A M Simpson was recorded as both attending and sending apologies. Councillor D S Harries should be recorded as in attendance.
  - Council were informed of the required changes and that they would be signed off upon the return of the minutes from Audit Wales

### 10. Correspondence

- Poster from Stephen Crabb MP for display
  - The poster has been placed on the Village Hall noticeboard
- Invitation to attend Hook History Society Exhibition Launch
  - The clerk and Acting Chair (standing in for the Chair) attended the excellent display
- Audit Wales consultation on fees
  - Councillors were informed that should they wish to respond the clerk would forward the details
- Warm Spaces map update
  - PAVS had requested that all Warm Room Projects for autumn/winter 2023/24 be registered before 23 September. A short discussion was held about the success of the 2023 Warm Room in the Hall and the level of support for the 2023/24 seasons. It was agreed that a monthly warm room could be managed by the current volunteers and expanded if additional volunteers and funding were available. The first Monday afternoon of each month was suggested as the monthly New Hall meeting would be following on in the evening and there would be more efficient use of the heating. The first Monday of November was put forward as the start date.
- Funding for EV Projects Webinar
  - Councillor A M Simpson has reserved a place





## FREYSTROP COMMUNITY COUNCIL

### 11. Highways & Rights of Way

- Obstructions on footpath down to Silverstream
  - Meadow Garden had cleared back the encroaching growth at a cost of £100. This has been paid from the Freystrop Village Hall account and must be re-imbursed by Freystrop Community Council
- Vehicle parking on kerb/roadside outside An Trabhan, Post House & Bathesland
  - PCSO Adam Thomas has responded to the an enquiry for advice. Without line markings on the road it can be parked upon and the pavement parking can be viewed as attempts to keep the road clear even though it can inconvenience users of the pavement. It was suggested that PCC be contacted to apply double yellow lines and bring the road and pavement under the jurisdiction of traffic wardens. The clerk was requested to contact PCC
- Maddox Moor and the 20mph restrictions
  - Despite representation from Councillor M J John and FCC the New Road between High Freystrop and Maddox Moor will remain a 30mph limit after 17 September but is open for review
- Go Safe
  - The clerk has been provided with application forms for completion by any volunteers wishing to take part in Community Speedwatch. Monitoring will be on hold for approximately 3 months in the area while adjustment is made by motorists to the 20mph limits
- Pothole outside Travellers' Rest
  - Councillors M J John and R A Beeden have reported the issue to PCC using their online accounts

### 12. Planning Matters

- Outstanding applications
  - INV-0233-22 - Works at Middle Hill Quarry
    - The works undertaken are subject to planning. The landowners have been dispensation to start the application process after the summer due to the nature of their business
  - [22/1187/PA](#) – Will Meadows
    - Section 73 Variation of Conditions
  - [23/0440/PA](#) – Pencaer
    - Demolish garage and construct two storey extension
    - Resubmission. 10 August 2023
    - Councillors had no comments to make
  - [23/0141/PA](#) – Beulah, New Road
    - Detached domestic garage with home office/store above
    - Conditionally approved. 11 July 2023
  - [23/0254/PA](#) – Clayston Barn
    - Conversion/Change of use of existing barn outbuilding, with new single storey extension, to residential dwelling
    - Conditionally approved 14 September 2023
- New applications
  - [23/0455/PA](#) – Greenfields, New Road
    - Change of use from welfare use to residential use of existing sited mobile home
    - Councillors had no comments to make

### 13. Cemetery

- Councillors had no comments to make

### 14. Bus Shelters, Kiosk & Other Assets

- Llangwm Litfest use of the marquee
  - Plenty of volunteers were available for erecting and dismantling the marquee. Care was taken to dry the panels before they were packed away. A sum of £200 has been deposited in the Freystrop Village Hall account
- Marquee hire contract update – on hold

### 15. Training

- A short discussion was held on the training plan and the recording of training undertaken

### 16. FCC Administration

- FCC IT
  - Reimbursement to Councillor M R Harries for purchase of clerk's laptop
    - Cheque number: 100580 £505.20. Payee: M R Harries. Signed: W D Thomas, E Utting

### 17. FCC Financial Matters

- PAYE
  - The clerk has completed full registration for Freystrop Community Council as a new employer. HMRC will be approached to clarify payments referred to under the original registration for which the office number is missing
- Data Protection
  - Fee Due in October





- Audit Wales
  - Payments
    - 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
      - Cheque 100577 cancelled
      - Cheque 100578 void
      - Cheque 100579 £461 covers both audits. Signed: W D Thomas, E Utting
  - Full audit
    - The clerk deposited the file at the Audit Wales offices in Penlleagaer. A receipt was obtained
- Bank accounts
  - Internet Banking
    - Daily payment levels were agreed as £2,500 for all payments except for International which are to be £50
  - Current Account Balance: £5,294.24 at 3/09/23
  - Deposit Account Balance: £10,400.74 at 3/09/23

## 18. General

- Neighbourhood Watch Report
  - Very quiet
- Report of 'Camo Man' at Church
  - On behalf of Councillor D S Harries the clerk updated council on recent interactions between Matt Christopher ('Camo Man') and Church volunteers and residents of Lower Freystrop. Some incidents had been lodged with 101 and Councillor D S Harries has received a follow up call

## FREYSTROP VILLAGE HALL

### 19. Village Hall

- Outstanding Items
  - Car park extension
- Village Hall Upgrade Project
  - A special meeting was held on 4 September for D S Harries to update the Freystrop Village Hall Committee on progress since the July meeting and prior to her departure on vacation. The minutes of that meeting were approved earlier in the evening
- Councillors' comments
- Fire alarm & Defibrillator checks
  - Fire alarms checked before meeting and found to be working
  - Defibrillator checked on 24 July

### 20. Parc Hamdden Freystrop Recreation Park

- Autumn working parties
  - 30 September, 28 October, 25 November
- Children in Need
  - The Acting Chair sought opinions on joining in with the Countryfile Ramble event over the weekend of 7/8 October. The idea was well received
- Local Places for Nature Fund
  - It was agreed to look into the possibilities of being successful with this grant
- Update on signage
  - No progress

**21. FVH Administration**

- Cover of duties
  - The informal arrangements to cover for W D Thomas appeared to be working well and do not appear to need formalising

**22. FVH Financial Matters**

- FVH Treasurer Report
  - Internet banking
    - A M Simpson and R D Lavis had visited Barclays to progress the issue
- Bank accounts
  - Current Account Balance: £4,235.03
  - Deposit Account Balance: £13,616.37

**OTHER MATTERS****23. One Voice Wales & PCC Liaison Meetings**

- No update this month

**24. County Councillor's Report**

- Pembrokeshire County Councillor M J John update
- Council Size Policy – The online meeting was attended by Councillor M J John and also from FCC Councillors E Utting, D S Harries, A M Simpson and the clerk. Proposals will be presented to PCC in October, then to Boundary Commission
- Wise – Waste investigation of all sorts will be undertaken under the terms of the contract
- Second home Council tax consultation. Decision by March 2024
- Pembrokeshire Sports Awards open. Nominations can be made

**25. Members' Requests**

- No items

**26. Date of Next Meeting**

- Next scheduled meeting 9 October 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 2 October

R D Lavis

Clerk &amp; Responsible financial Officer

Email [freystropcc@yahoo.com](mailto:freystropcc@yahoo.com)Approval Proposed by: *R. A. Beeden*Seconded: *A. M. Simpson*

Signed:

*Esmi M. Hing*

Dated:

*9<sup>th</sup> October 2023*