

## MERLINS BRIDGE COMMUNITY COUNCIL

### Minutes of the Monthly Meeting held on Wednesday 12<sup>th</sup> April 2017 at the Village Hall, Merlin's Bridge

**Present:** Cllrs P Davies (Chair), Mrs S Hughes, Mrs A Palmer, Mrs M Jakeway, Mrs Q Thomas, H Studley, S Brown, N Stamp, J Cole, M Thomas and Mrs R Johnson (Clerk)

1. **Apologies:** There were no apologies for absence.
2. **Additional Agenda Items:** Welfare Committee/Football Club
3. **Minutes of the Last Meeting** – The minutes were accepted as an accurate record and signed by the Chair. Proposed JC/ seconded AP.
4. **Matters Arising:**
  - Fernhill Rubbish – the County Councillor had advised the clerk that PCC had been out to visit this resident some months ago in relation to rubbish being put out for weeks. The clerk made a request for a further visit to take place which was requested by the County Councillor.
5. **Correspondence:**
  - i. OVW Community & Town Councils Manifesto – circulated to councillors. The Chair expressed some confusion over this document as it would appear that Pembrokeshire is much further ahead in their progress in this matter than perhaps the rest of Wales.
  - ii. PCC – list of traffic orders in the county for the summer period – noted.
  - iii. OVW – email re E-Petition for funding for play areas from wealthy football clubs. Details could be found at [www.parliament.uk/petitions/185162](http://www.parliament.uk/petitions/185162)
  - iv. OVW – details of a £250M funding for Wales' rural communities.
  - v. PCC – Consultation Report details on secondary school re-organisation in Haverfordwest. All details of this can be found on PCC's website – [www.pembrokeshire.gov.uk](http://www.pembrokeshire.gov.uk)
  - vi. Good Councillor's Guide – electronic version has been circulated. Clerk to request more hard copies.
  - vii. Wales Air Ambulance – letter of thanks for donation received.
  - viii. Paul Sartori – letter of thanks for donation received.
6. **Donations**

Merlin's Bridge AFC – letter received requesting funding towards the two finals they are involved in for both 1<sup>st</sup> and 2<sup>nd</sup> teams. The second team had won their final and the first team match was due on 22<sup>nd</sup> April. Clerk to congratulate them on their win and wish them well for the match on 22<sup>nd</sup> April. It was agreed to donate the sum of £100.00. Proposed by Cllr Cole, seconded by Cllr Brown. The majority voted in favour. Cllr Mrs Q Thomas abstained from the vote.
7. **Planning**

There were no planning issues.

Two local residents (Mr & Mrs Whelton of 5 Haylett Lane) attended the meeting to voice their strong concerns over a recent planning application that had been submitted on behalf of the Rugby Club to PCC to replace a pitch with astro turf. The application had since been withdrawn, apparently because there had been strong objections voiced by members of the community. Mr & Mrs Whelton advised the council that they had been suffering for many years with severe flooding issues which had been reported to the local

authority, water board and fire services who had attended the property on more than one occasion. After discussion it was agreed that the clerk would contact Paul Morgan, Land Drainage Dept at PCC to ask about the situation and try and get further information on what could be done to improve the situation. The Planning Department to be contacted because the clerk had not received any email with details of this application.

Concerns were also voiced over some works going on near Jewsons – trees being cut down etc. Clerk to check what applications had been made in recent months.

## 8. County Councillor's Report

The County Councillor advised that the Winsel Tip would be open every day through until 30<sup>th</sup> September. Mon-Fri 0830 - 1730hrs, weekends 0830hrs – 1600hrs.

She also advised that the WAG had awarded PCC £10k towards school music services and that £8k had also been received from Valero towards the same cause.

## 9. Financial

R Johnson – salary for March	£140.80
HMRC – Income Tax and NI for Clerk	£35.20
Merlin's Bridge AFC – donation	£100.00
R Johnson – reimbursement of telephone line rental backlog	£773.20

It was agreed that the above should be paid in full.

The clerk also advised that she had produced the accounts for the year ending 31<sup>st</sup> March 2017. These were given to Cllrs Cole and Mrs Hughes to check over before the May AGM when the accounts would be presented to the council for approval. Any corrections/queries to be brought to the clerk before the May meeting.

## 10. Clerk's Contract of Employment

The matter had been brought to this meeting following on from various concerns raised by the clerk at the March meeting which was attended by only a few councillors. The Chair voiced his concern that the matter had been listed as the matter had been discussed at a previous Special Meeting in February. The clerk had brought concerns over certain aspects of the contract and also in relation to telephone line rental expenses which she had not been claiming due to being unaware of her entitlement and was asked to bring the matter for discussion at this meeting. Cllr Brown commented that he felt that the clerk should be treated with respect in matters relating to her contract. The clerk felt that some aspects of her role had been overlooked or misunderstood during previous discussions and that she had not been allowed to attend the meeting by the Chair which would have enabled her to clear up any issues prior to decision making. After prolonged discussion, it was agreed that the following would be included in the contract employment:

Salary to be paid from 1<sup>st</sup> April at scale point 18 (£9.36 per hour) – 20 hours per month Sept-June of each year. For months of July and August the clerk would be paid the reduced rate of 6 hours per month.

20 hours holiday pay to be paid in September – 10 hours to be taken in July and 10 hours in August. Sick pay to be paid – 1 month at full rate and 1 month at ½ pay. Telephone line rental to be paid monthly to the clerk in addition to all usual expenses such as stationery, ink cartridges etc. Salary to be reviewed each year following guidelines provided by NALC. The Clerk to draw up and sign the contract as detailed above before next meeting. The issue surrounding a backlog in telephone line rental was also discussed. The sum of

£966.60 was outstanding from the beginning of the clerk's employment. Cllr Mrs Q Thomas confirmed that the clerk was entitled to claim this and hadn't been aware that this had not been claimed over the years. After discussion a compromise was reached whereby the clerk would receive £966.50 less 20% which would account for the VAT that could have been claimed back by the council. Total to be paid to the clerk = £773.20. Proposed by Cllr Cole and seconded by Cllr Mrs Palmer. This would settle up the account to the end of April 2017 and the clerk would start afresh from May claiming telephone line rental upon receipts being produced.

**11. One Voice Wales – Training Modules**

Matter to be listed on the May agenda.

**12. Defibrillators**

Cllr Brown advised that the Welfare Committee were in favour of the provision of a defibrillator in the community. Matter to be listed on May agenda to discuss further and progress.

**13. Welfare Committee/Football Club**

Cllr Brown gave an update on the situation in relation to the Football Club. He advised that a draft lease agreement had been drawn up and was being looked at currently. There were some issues over who should exercise control over the proposed works (changing rooms etc) and it was felt that the Welfare Committee should take the onus off the Football Club. The Welfare Committee was going to obtain plans and try and progress the matter and get it moving forward.

**14. AOB**

- Cllr Studley remarked that there were still smells coming from the sewage plant. Other councillors said that they hadn't smelt anything of late.
- Cllr Studley offered his best wishes to those standing in the forthcoming elections in May.
- Cllr Brown advised members that he would not be standing at the forthcoming elections and this would be his last meeting. He wished the council well for the future and he was thanked for serving on the council and his efforts over the last 16 years.

**15. Date of the Next Meeting**

**THE NEXT MEETING WILL BE BOTH THE AGM AND MONTHLY MEETING AND WILL BE HELD AT 7.00PM AT THE VILLAGE HALL ON WEDNESDAY 9<sup>TH</sup> MAY 2017.**

The meeting ended at 9.30pm.

Signed:.....

Chair:.....