**CYGNOR CYMUNED PENALUN PENALLY COMMUNITY COUNCIL**

**DRAFT**

Penally Community Council Meetings

Wednesday 11 October 2017

Penally Village Hall, 6.30pm

**Present**: Councillor Piers Bradbury (Chair), Councillor Carol Bradbury, Councillor Jenny D’Arcy, Councillor Steve Robinson and Councillor Jules Rilstone.

**Also Present**: Carol Clemson (Clerk)

2017/10/01 Apologies

Apologies were received from Councillor Jon Preston, Councillor Carolyn Dessent, Councillor Mark Hancock and Councillor Mike Neal.

2017/10/02 Declarations of Interest

No declarations of interest were recorded.

2017/10/03 Signing of Minutes of Last Meeting (held 13 September 2017)

The signing of the minutes from the last meeting held on Wednesday 13th September were agreed to be a true and accurate record and signed by the Chairperson, Councillor Piers Bradbury. Proposed Councillor Carol Bradbury. Seconded Councillor Steve Robinson.

The signing of the minutes of the extra-ordinary meeting held on Wednesday 20th September to discuss the planning application regarding Whitewell Caravan Park were also signed as a true and accurate record by the Chairperson, Councillor Piers Bradbury. Proposed Councillor Jenny D’Arcy. Seconded Councillor Steve Robinson.

2017/10/04 Matters Arising

Smart Gardens – extra cutting of grassed areas upon entering either end of the village from monthly to fortnightly. Smart Gardens informed that this will cost an extra £60 per month. Following a discussion, Councillors decided to hold this item in abeyance until the next financial year.

With regards to the Extra-Ordinary Meeting to discuss planning at Whitewell Caravan Park, it was noted that a copy of the correspondence forwarded from Mr Dudley Joseph to PCNPA outlying his objections had been received and Councillors agreed with all comments therein.

2017/10/05 Planning:

No new planning applications received

PCNPA – Approval for Tree Works to be carried out at Lydstep Haven Holiday Park.

2017/10/06 Correspondence Received

**PCNPA**

Asking for projects their Voluntary Wardens can undertake within Penally area under the following remit: Environmental; Rights of Way; Wildlife Habitat Management; Historic Building Consolidation. This will be an Agenda item for November which will allow Councillors to contemplate over any such projects.

**Western Power**

Temporary Christmas Light connection – completion form for unmetered connections has been received and will be passed to the electrician for completion when the lights are switched on/off

**Pembrokeshire County Council**

Proposed Speed Limit Traffic Regulation Order (TRO) Purpose of review is to create a new single TRO which will update all existing TROs under one simplified order to incorporate all 30mph / restricted road TROs. (This new order will not change any existing speed limits currently found)

2017/10/07 Poppy Wreaths – Sunday 12th November

Two wreaths have been pre-ordered and will be ready for collection from the De Valance Pavillion at the beginning of November. The Clerk has emailed Penally MOD asking for the name of their representative who will be attending this years parade.

2017/10/08 Christmas Tree – December

Councillor Piers Bradbury informed Councillors that Councillor Mike Neal has a large Christmas Tree that he would like to donate to the Council for Christmas 2017. Because of the amount of money being saved, Councillors thought that a charitable donation, charity to be chosen by Councillor Mike Neal, would be a nice idea. It was agreed that the tree will be erected on Thursday 30th November and the lights be switched on either late that afternoon or on Friday 1st December. It will be taken down /lights disconnected on Friday 5th January 2018. Councillors agreed that Safe Electrical to be asked to fit/take down the electric lights.

2017/10/09 Accounts and Finances

Balance of Account

The cash sheet giving balance of accounts was disseminated to Councillors present.

Accounts Received for Payment

£98 Judy Williams, Printing of CROW News

£53 Penally Village Hall – Hire of Hall

£163.20 Clerk, September

£330.00 Smart Gardens, September.

£750 Village Warden, July August and September

It was agreed that all the above invoices be passed for payment. Proposed Councillor Jules Rilstone. Seconded Councillor Jenny D’Arcy. All in favour.

Councillor Piers Bradbury asked that the Clerk contact Ashmole and Co with regards to the Clerk’s monthly payroll and if this should be run monthly. It was also noted that the Clerk is to pay back a small amount of PAYE owing to the Community Council from a previous tax year.

Audit Returns Feedback

The Clerk reported that a letter had been received on 6th October 2017 requesting that the Clerk and Chair attend a meeting with the Auditor at their office in Swansea on 16th October.

The Auditors required this meeting because of the late submission of the 2015/16 and 2016/17 audit returns. The Clerk was required to bring to the meeting additional information to that supplied with the original returns. Although this matter had been discussed previously at Council for further clarity the Chair had prepared a report giving a time line of the events that outlined the reasons for the late submissions.

Appeals for Funds

Tenby and Saundersfoot Community First Responders

It was suggested by Councillor Carol Bradbury that we perhaps make a donation to this charity in lieu of having to pay for a Christmas tree this year. Councillor Mike Neal will be contacted and asked if this will be acceptable as he has donated the Christmas Tree.

Marie Curie Nurses in Pembrokeshire

It was proposed by Councillor Piers Bradbury that no funding be forwarded to this establishment at this particular moment in time. Seconded Jules Rilstone. All in Favour.

2017/10/10 County Councillors Report

County Councillor Jon Preston will carry his main report over to next month.

However, his following points were received prior to the meeting and noted:  
I have now been made Chairman of The South East Pembrokeshire Community Health Network (SEPCHN) I take over from Mr. Mansel Thomas who has done a sterling job in keeping the Tenby Cottage Hospital Open, so big boots to fill.  
I will be arranging for the Tenby and Saundersfoot First Responders to provide a defibrillator training session in the village hall - more details to follow.  
I'm looking to carry out a litter pick on a weekend after our meeting in November, so that we have Halloween and Bonfire night out of the way and we're all clean and tidy for Christmas!

2017/10/11 Councillor Responsibilities

Councillor Jenny D’Arcy informed the meeting that following a birthday party in the village hall, the bus could not pass through the village due to the amount of cars parked outside and that perhaps the hedge opposite the village hall could possibly be cut back to give extra room for the bus to pass. This matter has already been brought to the attention of the Village Hall Committee and County Councillor Jon Preston is already looking into this.

It will also be mentioned to County Councillor Jon Preston that the 20mph repeater signs have still not been erected through the village.

2017/10/12 Items of Business Submitted by Members

Councillor Carol Bradbury mentioned that a few residents are asking if a Stop sign can be erected at Holloway Hill instead of a Give Way sign. This will be brought to the attention of County Councillor Jon Preston.

2017/10/13 Reports from Councillors

Nothing received

2017/10/14 Items for CROW News/Village Warden

The warden will be asked to tidy the pathway and surrounding area leading from the village green towards the church gate.

Councillor Piers Bradbury informed the meeting of the ‘Night Out’ evenings that regularly take place in the village hall – the next one being Friday 10th November. These evenings are performed by nationally acclaimed professional entertainers and he urged all Councillors to attend if they are able to do so.

2017/10/15 Penally MOD Firing Times:

Firing is due to take place on the following dates throughout October:

Wednesday 4 October 2017

Wednesday 11 October 2017

Saturday 14 – Tuesday 17 October 2017

2017/10/16 AOB and date of next meeting (Wednesday 8th November 2017)

No AOB to report.

The date of the next meeting will be 08th November 2016, 6.30pm, Penally Village Hall.

Meeting closed at 20:20