

## MERLINS BRIDGE COMMUNITY COUNCIL

### Minutes of the Monthly Meeting held on Wednesday 11<sup>th</sup> October 2017 at the Village Hall, Merlin's Bridge

**Present:** Cllrs Hilliard Studley (Chair), Mrs Queenie Thomas, Mrs Alison Palmer, Mrs Sylvia Hughes, John Cole, Ms Janice Morgan, Richard Thomas, Grant Lewis, Mrs Mary Owen and Mrs R Johnson (Clerk).

Before the meeting commenced, a minute's silence was held in remembrance of Martin Thomas who had recently passed away.

**1. Apologies:** Cllrs Nick Stamp, Allan Thomas and Paul Davies.

**2. Additional Agenda Items:**

- Defibrillator
- Youth Council

**3. Minutes of the Last Meeting** – item in relation to OVW was amended to say that councillors in general were not attending meetings, not Cllr Cole specifically. After this amendment, the minutes were accepted as an accurate record and signed by the Chair.

**4. Matters Arising:**

- Manhole Cover, Pembroke Road – this had been reported but still had not been fixed. Clerk to chase this up again.
- Defibrillator – Cllr Cole advised that the new defib had been installed and the code for the lock was 3156 – this had been logged with the Emergency Services and the code was also had the phone number for the shop who also had the code.
- Code of Conduct Training – Cllr Janice Morgan had attended the session and found it very useful. Next one scheduled for 1<sup>st</sup> November at Angle – clerk to clarify this still on/time etc.
- Interactive Whiteboard, St Mark's School – it was agreed that a Friday morning would be best to arrange a visit to see the new whiteboard. Clerk to contact the school to fix a date to arrange the visit.
- Traffic Calming, St Issell's Avenue – Cllr Cole advised that he had spoken to PCC Highways about various options including 20mph signs etc. They are looking into the situation to see what/if anything can be done.
- SALC Membership – it was agreed after discussion that the council would pay for the Clerk's membership to SALC – clerk to progress this. Proposed Cllr Mrs Hughes, seconded by Cllr Cole - all in favour.
- Overgrown brambles – PCC were not aware of this shortcut. Cllr Cole advised that he had reported it. Cllr Mrs Owen commented on the behind St Thomas Avenue and drainage issues – Cllr Cole agreed to report this to PCC.

**5. Personnel Issues:**

This was a private discussion with no members of the public present.

**6. Correspondence:**

- PCC – re proposed speed limit traffic regulation order – noted.
- OVW – Guidance for Principle Councils – noted

**7. Donations:**

Macmillan – request for donation – Cllr Cole advised that the Welfare Committee had raised money for Macmillan from their recent coffee morning. Noted.

Marie Curie – request for donation – noted.

**8. Planning**

There were no planning issues for consideration.

**9. County Councillor’s Report**

Black bin bags potentially to go to 3 weekly collections – recycling requirements are going to rise significantly in coming years. Some changes of boundaries in pipeline for PCC County Councillors and a change in numbers but mainly towns affected by this.

**10. Financial**

R Johnson – salary for September/expenses	£169.76
HMRC – Income Tax and NI for Clerk	£37.44

It was agreed that the above be paid in full.

Cllr Stamp had emailed the clerk about the accounts saying that he didn’t always find it easy to understand the amounts held etc. - she had emailed him back advising that the auditor recommended an update quarterly to the council on the financial accounts – this was done last month as shown in the minutes, which showed the balances for the two accounts held by this council. Cllr Mrs Thomas also asked if the VAT could be claimed back for the telephone expenses, however this is not possible as the clerk pays for this expense herself in her own name. VAT can only be claimed back by the person whose name is on the bill/invoice etc.

**11. Remembrance Sunday Service**

The clerk had contacted all the relevant bodies. John Welsby had kindly arranged to oversee this year’s service arrangements. St Mark’s School would send children to read poems etc., the trumpeter had been arranged and the 14<sup>th</sup> Signal Regiment had been written to asking for representation. Wreaths will be available as usual via Cllr Mrs Hughes . Clerk to arrange usual flowers for the cenotaph.

**12. Christmas Events**

The Christmas tree lighting/carols etc. had been organised by the clerk for **Wednesday 6<sup>th</sup> December** at 6.00pm at the tree on corner of St Issell’s Avenue/Pembroke Road. John Welsby had agreed kindly to oversee this as well as the carols etc. in the hall afterwards. Cllr Cole agreed to oversee getting the trees put up and lights etc. He did mention the possibility of getting a real tree planted. Clerk to circulate a poster for the event.

**13. Flower Barrels:**

There was some discussion about what to do with the flower barrels in the village. Cllr Lewis kindly agreed to look into this and see what plants/bulbs etc. would be appropriate. November agenda item.

**14. Youth Club**

This was a matter which needed some more discussion so it was agreed to put this on the agenda for the November meeting.

**15. Defibrillators**

Cllr Cole felt that it might serve the community well to get an additional two defibrillators in the village. He had spoken to a local company called Cariad who supply them and additional services for approx. £1000.00 each. Cllr Cole agreed to investigate further with Cariad and get some more information about if there any other defibs in the village etc.

**16.**

- Cllr Lewis asked for clarification on the boundaries of the community council – clerk to find a copy.
- Website – Councillors names needed updating – clerk to update with new councillors names.
- Cllr Lewis queried why PCC did not include St Mark’s School in list of schools for Haverfordwest. He was advised that Merlin’s Bridge is not included within the boundaries of Haverfordwest.
- Cllr Ms Morgan queried what was done for the elderly people in the village. The possibility of a Christmas Lunch was mooted. She was advised that a request would need to be submitted to the council by an organisation/body to be considered.
- Newsletter – the clerk had asked various people for submission as usual (school/Emmanuel Church etc.) Cllr Mrs Hughes had kindly agreed to supply a crossword for inclusion. All submissions were to be given to the clerk by end October/1<sup>st</sup> week November latest to get them printed in good time.
- Bus Shelter – this was requested to be listed on the November agenda for discussion.

**17. Date of the Next Meeting**

**The next meeting will be held on Wednesday 8<sup>th</sup> November 2017 at 7.00pm in the Village Hall, Merlin’s Bridge.**

The meeting ended at 8.40pm.

**Signed:**.....

**Date:**.....