**MANORBIER COMMUNITY COUNCIL**

**Full Council Annual Meeting – Monday 4 June 2018**

To be held at **Jameston Village Hall, Jameston**, commencing **at 7.00pm**

**Correspondence and planning documents will be made available for councillors from 6.30pm to help inform discussions on these items. Public are invited to attend from 7.00pm. Public Participation session will commence at 7.00pm and will not normally exceed 15 minutes in length. Please note that Audio or Video recording of Full Council meetings is not permitted.**

**AGENDA**

1. To receive any apologies for absence.
2. To receive any declarations of interest.
3. To elect the Chair of Manorbier Community Council for 2018/19.
4. To elect the Vice Chair of Manorbier Community Council for 2018/19.
5. To appoint representatives to MCC’s Staffing Committee and Planning Committee (if appropriate).
6. To approve MCC’s Summer Recess for 2018.
7. To approve the payment of the following Annual Costs/Donation and Clerk’s monthly salary;

* Manorbier School Book Tokens – up to a value of £45.00
* Annual Insurance Premium: BHIB (Underwriter – Aviva) - £1,301.48 (Long Term Agreement – 5% discount applied)
* Continuation of Clerk’s salary: £500.00 gross per month (includes PAYE of £100.00)
* John Williams – rent for water pipe - £1.00

1. To approve and sign as a true and correct record the draft Minutes of the Full Council Meeting held on 9 April 2018.
2. Matters Arising from the Full Council Meeting held on 9 April 2018.
3. To receive and consider any correspondence.
4. To receive and consider the following planning applications, licence applications and other notices:
5. **NP/18/0240 – Tree Works: 3x Sycamore sectionally dismantle to ground level at Lydstep Haven Holiday Park, Lydstep SA70 7SB.**
6. **NP/18/0267/ADV – Erection of signage to front elevation at Jameston Village Store, Jameston. SA70 8QD.**
7. **NP/18/0268/FUL – Change of use from retail to residential dwelling at Jameston Village Store, Jameston. SA70 8QD.**
8. Planning applications received after publication of the agenda and Other Notices.
9. To receive and consider the Financial Statement from 14 March 2018 to 11 May 2018 and the End of Year Budget Monitoring Report for FY 2017/18.
10. To receive an update on the Annual Audit for FY 2017/18.
11. Action Tracking: to receive any updates on the following matters, **not covered elsewhere in the agenda;**
12. Car parking at Manorbier Station – update on provision of parking.
13. Beavers Hill Crossing: installation of road ramps.
14. Installation of a vehicle actuated speed sign on the approach to Jameston from the Pembroke direction and in Manorbier.
15. Installation of footpath – Windy Ridge to Hounsell Avenue, Manorbier.
16. Public footpath SP23/9 – Park Farm, Manorbier to Bush Terrace, Jameston: request to fully open up to public.
17. Jameston Play Area; inspections update - PCC inspection and Cllr Williams’ inspections.
18. To receive and consider County Councillor Phillip Kidney’s report.
19. To review and approve MCC’s Risk Register.
20. To receive feedback on the One Voice Wales Area Committee meeting held on 22 May 2018.
21. To receive an update on the purchase of a defibrillator for Jameston.
22. To consider an update on the installation of the De Barri Coat of Arms on signage in MCC’s area.
23. To consider and approve MCC policy in respect of the payment of annual allowances for councillors.
24. To receive an update from Cllr Hall on ways of reducing use of plastic within MCC’s area.
25. To receive and discuss an update on the General Data Protection Regulation 2018 (GDPR).
26. To consider and approve a donation request to Bobath Children’s Therapy Centre Wales.
27. To approve the following outstanding invoices for payment;
28. I P Morris – BT Premium email, paper, plastic pockets and printer ink - £ 50.22
29. SLCC Enterprises Ltd – refund of bursary - £ 35.00
30. John Williams – fence repairs and mole catching - £ 40.00
31. WebServe4U – repair to Word 7 notebook with searchindexer - £ 55.00
32. Invoices received after publication of the agenda

1. To consider any emergency items and/or outstanding issues before Full Council.

I P Morris

Clerk & Proper Officer Email: [clerk@manorbiercc.co.uk](mailto:clerk@manorbiercc.co.uk) Website: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)