

# St Mary Out Liberty Community Council

## MINUTES

Minutes of the General Meeting of the St Mary's Out Liberty Community Council held on Tuesday 12<sup>th</sup> March 2019 at New Hedges Village Hall at 6.30pm

Present: Cllrs D Brace (Chairman), H Rawson Humphries (Vice Chair), J Preston, D Nash, D O'Hanlon and D Mitchell

In attendance: The Clerk

### 1. Apologies for Absence - None

### 2. Chairman's Report

Cllr Brace advised the Council that the grass verge at the 'top' of the village had been damaged, pressingly by the tyres of a heavy vehicle which has driven over it.

Also, the drains at St Anne's Church have not been repaired yet. Cllr Preston confirmed that he has spoken with Pembrokeshire County Council and the repairs are on the work schedule. He further confirmed that he will chase this matter and possibly arrange a site visit.

### 3. Declaration of Interest - Any declarations will be made as and when necessary

### 4. To Receive the Minutes of the Meeting Held on the 12<sup>th</sup> February 2019

It was proposed by Cllr Nash that these Minutes be a true and accurate record of the meeting of St Mary Out Liberty Community Council held upon the 12<sup>th</sup> February 2019; Cllr Rawson Humphries seconded the proposal with all Councillors in full agreement.

### 5. Matters Arising from the Minutes - Information Only

None

### 6. Presentation of Accounts and Invoices for Payment

The Clerk advised the Council that a request from One Voice Wales for the renewal of membership at a cost of £99 had been received. The Clerk advised the Council on the services that One Voice Wales provide. Cllr Preston proposed that St Mary Out Liberty Community Council renew their membership with One Voice Wales as per their renewal letter; Cllr Nash seconded the proposal with Councillors in full agreement.

|                             |   |         |
|-----------------------------|---|---------|
| One Voice Wales             | Membership 2019/20                                    | £99.00  |
| HMRC                        | PAYE and NI   | £112.40 |
| M Priestley                 | April Wages (New Rate of pay as per amended contract) | £186.41 |
| A Brace                     | Bus Shelter Cleaning                                  | £200.00 |
| M Priestley (Reimbursement) | Printer Ink and Paper                                 | £33.75  |
| Wales Audit Office          | Audit   | £182.00 |

Cllr O'Hanlon proposed that the above accounts be paid in full; Cllr Rawson Humphries seconded the proposal with all Council in full agreement.

The Clerk presented the precept balances and cash book balance to the Council along with the bank reconciliation.

Cllr Mitchell proposed that the banking records presented are a true representation of the Council's finances to date; Cllr Nash seconded the proposal with all Council in full agreement.

**7. Planning Application(s) Received**

None

**8. Licensing Application(s) Received**

None

**9. Consideration of Correspondence Received**

- Account received from Wales Audit Office
- Membership renewal received from One Voice Wales
- Notice received from Pembrokeshire County Council – Planning Department advising that the planning application appertaining to Knightson Lodge has been conditionally approved.

**10. Reports from Councillors Representing Committees Including County Councillor's Report**

**Cllr Preston – County Council Report**

**Streetcare**

The 'Welcome to Saundersfoot Sign' was reported to PCC on February 28th. I had not received a response, so I chased it up again on 11th March. The situation as it stands is that the sign is currently fit for purpose. Any cosmetic change would need to be paid for by the Community Council. I've been in contact with Cllr. Phil Baker with a view making this a joint project if the Community Council agree. The damaged verge at the top of Broadfield Hill was also reported on Feb 28th but remains outstanding. This has also been chased up with PCC.

**Maintenance Tasks**

Maintenance takes in the village can be reported to PCC as they arise and do not need to come via the Community Council for approval. The PCC website:- (<https://www.pembrokeshire.gov.uk/report-a-problem>) is the most effective way to report matters such as street lights, a missed bin collection or damage to pavements. Community Councillors can also contact the helpdesk on: (01437) 764551 or in an Emergency (0845) 601 5522 or email [enquiries@pembrokeshire.gov.uk](mailto:enquiries@pembrokeshire.gov.uk). To report issues not listed on the website.

**Budget**

Full Council agreed the final budget at its meeting on 21st February. The 9.92% increase will add an estimated £100 per annum to a Band D property equivalent to £1.92 pw over 52 weeks if a customer wishes to choose that option. The Council Tax premium for second homes started in 2017-18 and PCC will also be introducing a Council Tax premium for long-term empty properties in 2019-20. Since the introduction of the premium the local authority have agreed to progress with a target of 10 affordable homes each year, with Solva, Llangwm and Fishguard/Goodwick being identified as priority areas for building. Also the introduction of the Enhancing Pembrokeshire Grant fund, which provides resources to support local organisations to offset the impact of second homes within their communities. All other Council services have been asked to identify cost reductions and efficiency savings of 8% (of their controllable net expenditure budget for 2019-20).

PCC ran several seminars for Council members and proposals were looked at in detail by all five of PCC Overview & Scrutiny Committees.

They also ran a public consultation from 17th December 2018 – 18th January 2019, in which over 500 people took part. Over 8,000 Facebook users also viewed the three Facebook Live sessions PCC held to publicize the consultation and to answer people’s questions. Relevant documents can be viewed via the council’s website.

### Long Course Weekend

The cabinet member for infrastructure has informed members that for this seasons Activity Wales are looking at road closures for this year’s cycling element of the Long Course weekend on 6th July 2019. The formal legal process for the road closure has not yet begun but Activity Wales have already issued letters to Town and Community Councils and other community groups.

PCC will be holding detailed Traffic Management meetings with Activity Wales, so any concerns raised by the communities can be reviewed. The Long Course weekend has grown in popularity and there is a need to review the current “open road” policy for the safety of the motorists, athletes and the public.

### Litter Enforcement

The statistics that have been provided by District Enforcement who are the company working with Pembrokeshire County Council to address enviro-crime shows Milford Haven to be the location where most Fixed Penalty Notices (FPN) for dog fouling have been issued (12 in total).

Dog walkers in Pembroke Dock and Tenby are the joint second worst offenders in Pembrokeshire for not cleaning up after their dogs with 4 FPNs issued in each town across the same period. Fixed Penalty Notices for environmental offences such as dog fouling, littering, fly-posting and graffiti carry a charge of £150 reduced to £75 for early payment.

### 11. Agenda Items:

#### a) Approval of Community Council Grounds Maintenance Tender Document

The Clerk presented the Grounds Maintenance Tender Schedule to the Council for their consideration. This schedule sets out all the parcels of grass that the Council maintain through New Hedges village and the cleansing of the two block-built bus shelters. Cllr Preston proposed that the Council circulate the Schedule of Works to interested contractors offering a three year contract with a six months’ probation period to the successful contractor; Cllr Mitchell seconded the proposal will all Councillors in full agreement.

The Clerk to circulate the schedules. The tenders to be received by the Clerk no later than 5pm on Sunday 7<sup>th</sup> April 2019, when they will be opened and discussed at the April meeting of St Mary Out Liberty Community Council. The successful contractor will be expected to complete the first cut by Thursday 18<sup>th</sup> April 2019.

If anyone is interested in tendering for this contract, please contact the Clerk 07525 007068 for further details.

#### b) Reporting of village maintenance tasks to PCC

As Cllr Preston’s report above

### 12. Date for next meeting – Tuesday April 9<sup>th</sup> 2019

**Meeting closed 20.10**

