**Amroth Community Council**

**Cyngor Cymuned Llanrhath**

**Draft Minutes** of meeting held by Amroth Community Council on Thursday 18th June 2020 online via Zoom.

**Councillors present:**  T Baron; A Cormack; P Davies; F Evans; R Harries; M Harvey; J James; M Morris; S Phillips (Chair); R Tippett- Maudsley.

**In attendance:** Mrs Kathryn Bradbury (Clerk); Alan Evans, Resident.

**Apologies**: R Lewis

**Declaration of Interest. None**

**Chair’s Welcome**

The Chair welcomed all Councillors to the meeting.

**Minutes** of the meeting held on Thursday 24th May 2020 were agreed as a true record.

Proposed by Cllr. Pauline Davies

Seconded by Cllr. Martin Morris

Cllr. Phillips printed off a copy of the May Minutes and signed them on completion of the meeting.

1. **Matter Arising**

* ACC was successful in the bid to Local Places for Nature and have been awarded a starter Wildlife Garden Package. The bid was made in conjunction with Llanteg Gardening group and Partners who will carry out the work in the Old School Garden and Clay Pits.
* The owner of land in Church View, Summerhill (that has become very overgrown) has responded to say he will carry out the work to clear the land as soon as he can legally travel to do so.
* Amroth and District Good Neighbours and The Community Hub is also still offering help and support to Pembrokeshire residents during the crisis. AGN can be contacted on 01834 855808 or email [info@amrothgoodneighbours.wales](mailto:info@amrothgoodneighbours.wales) and The Hub can be contacted on 01437 776301 or email on [communitycovid19@pembrokeshire.gov.uk](mailto:communitycovid19@pembrokeshire.gov.uk)
* Cllr. Harvey reported that some road signs are becoming overgrown, dirty, and difficult to read especially between Summerhill and Wisemans Bridge. This has been reported to PCC Highway Maintenance Team. The clearance of vegetation will be added to the jobs list. The signs are in poor repair and PCC have indicated they will probably need replacing.
* The tap by the toilets in Amroth has been upgraded to a bottle refill station by Pembrokeshire Coast National park Authority although not operational at this time.
* North Car Park at Heritage Park – See County Councillors report
* Amroth Car Parks have reopened as have the toilets.

1. **County Councillors Report**

**Resumption of PCC Committee Meetings**

Pembrokeshire County Council has started regular Overview and Scrutiny Meetings using remote technology. The big test will come on 16 July with a remote Full Council meeting with over 70 participants including Councillors and Officers

**Heritage Park**

I have continued to raise residents’ concerns about Heritage Park with the Leader, other Cabinet Members and the Chief Executive along with other Senior Officers. Concerns expressed by residents of Stepaside/Pleasant Valley have been exacerbated by the decision taken on 2 June by delegated authority to approve 19/1342/DC varying a planning condition relating to 11/0585/PA.

As a result of all the representations made by residents, the Council is undertaking a full review of all its dealings concerning Heritage Park and it has undertaken to communicate its finding by the end of June.

I will continue to argue that any decision to grant an assignment of the north car park should not be taken until there has been a full public consultation, given that the Heritage Park development was partly undertaken with public money and that the covenant on the north car park in the Heritage Park lease was granted to the public for 999 years. There seems little doubt that any decision on assigning the car park will have to be taken by the Cabinet.

**Play Area by Stepaside Bridge**

PCC is considering the closure of the play area located adjacent to the Stepaside Bridge.  The play area is small in scale, has limited equipment and is viewed as being little used.  Unfortunately, it is also reported to be a periodic gathering spot for youths with associated anti-social behaviour.

Assuming the closure process proceeds, then the land will be surplus to PCC requirements and is likely to be sold.  However, as it is held for the purposes of providing open space, before advancing to disposal the intention to do so will be advertised in a local newspaper.  This is to comply with the requirements of S123 of the Local Government 1972.  Any objection that arises as a result of the advertisement will be considered by PCC before advancing.

Councillors discussed this issue. For the area to be attractive to children and their parents the equipment needs to be upgraded and the area cleaned up. There are Health and Safety issues at this time which are the responsibility of PCC.

**3.Planning**

**20/0110/PA JOLLY HAVEN, Starre Gorse, PLEASANT VALLEY, Narberth, Pembrokeshire, SA67 8LR Proposal:** Proposed single storey rear extension and roof alterations to creat a part first floor. **Comments by 23rd June 2020. Councillors have no objection to this application.**

**20/0121/PA Great Merrixton Bungalow, Stepaside, Narberth, Pembrokeshire Proposal:** First floor extension to existing bungalow. **Comments By 24th June 2020. Councillers have no objection to this application**

**19/1342/DC** **Former Craft Village Car Park, Heritage Park, Pleasant Valley, Narberth, SA67 8LN Proposal;** Discharge of Conditions 3 (layout & landscaping), 4 (caravan anchoring), 5 (emergency plan) & 6 (surface water drainage) of Planning Permission 11/0585/PA. **This application has been Conditionally Approved**

A discussion took place regarding the current arrangements where delegated planning decisions are being made during the Covid 19 Crisis. The Officers report is being published after a decision is made, rather than before, and Councillors queried this procedure.

As part of the democratic process the officers report should be available for public view 7 days before a delegated decision is made, as is the case with decisions made by the full planning committee.

**Agreed**; Cllr. Baron will make representation on behalf of ACC to PCC to ask that Planning Officers reports are published publicly at least one week before the decision date of any planning application. Proposed Cllr. Roger Harries, Seconded Cllr. Stephen Phillips

**4.Correspondence**

* Pembrokeshire Young Farmers have written requesting a donation. **Agreed.** ACC follows a policy of supporting charitable causes located within the Council area and so the request is declined.
* A resident has written asking if she can set up a Hedgehog Haven in the Old School Gardens following a sighting of Hedgehogs there. Hedgehogs are an endangered species. She has been in touch with Hedgehog Charities for information on how best to help and is aware that ACC has applied for a Wildlife Garden Package via Local Places for Nature. **Agreed;** Councillors agreed to this request but requested that activity is carried out after the large, diseased Ash Tree is removed. This should be done in the coming week.
* Dyfed Powys Police Commissioners Engagement Activity and Updates Survey

Given the current circumstances the Police Commissioner’s Office is looking to tailor its engagement methodology to better engage with and inform all residents, partners and community groups.

The survey asks for ideas and guidance on how you would prefer to engage with, and receive information from, the Commissioner.

Welsh: [http://surveymonkey.co.uk/r/DPOPCCMai2020](https://nam11.safelinks.protection.outlook.com/?url=http%3A%2F%2Fsurveymonkey.co.uk%2Fr%2FDPOPCCMai2020&data=02%7C01%7C%7C1ae355c1eacd41dbb08a08d7ff163a6e%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637258343244314309&sdata=0%2FYsw8pFJ3zXC%2Bl%2Fj4qejSR6sm4bEvDUgP9muHuAB88%3D&reserved=0)

English:  [http://surveymonkey.co.uk/r/DPOPCCMay2020](https://nam11.safelinks.protection.outlook.com/?url=http%3A%2F%2Fsurveymonkey.co.uk%2Fr%2FDPOPCCMay2020&data=02%7C01%7C%7C1ae355c1eacd41dbb08a08d7ff163a6e%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637258343244324304&sdata=Mv3x3m9Bv5Qr4bBhZTXSgn0rk4XT6VIEBSMAsJreoj0%3D&reserved=0)

* Grow Fresh is an initiative to connect the community (of Summerhill and neighbouring hamlets) through the growing of food and flowers and to build a culture of sharing and exchange. Sharing seeds, plants, advice and tips and any excess produce through the growing season. The idea is to leave any surplus seeds and labelled plants in the bus shelter on the shelf provided. People can check each day and take what they need. It is all free. Anyone wishing to take part can ring or email Pauline or Tony on 218322 or [p.tiffen@icloud.com](mailto:p.tiffen@icloud.com)**.**
* **Age Cymru** has sent out a leaflet on financial support and benefits information for individuals including contact information for
* **Citizens Advice Cymru – 03444 772020 or** [**www.citizensadvice.org.uk**](http://www.citizensadvice.org.uk)
* **Age Cymru Advice – 08000 223 444 or email advice@agecymru.org.uk**
* **Care and Repair – 0300 111 333 or** [**www.careandrepair.org.uk**](http://www.careandrepair.org.uk)

Amroth Clerk also has contact information.

* Publication of Inspector’s Report

On 13th May 2020 the Authority received the Inspector’s Report on the Examination into the Replacement Pembrokeshire Coast National Park Local Development Plan (LDP). The appointed Inspector found that subject to the recommended changes the Replacement LDP is sound. It can be viewed online at [www.pembrokeshirecoast.wales/ldp2-inspectors-report](http://www.pembrokeshirecoast.wales/ldp2-inspectors-report)

If you require further information regarding the publication and adoption of the Replacement LDP please email [devplans@pembrokeshirecoast.org.uk](mailto:devplans@pembrokeshirecoast.org.uk) or phone 01646 624800 and ask to speak to someone dealing with the Local Development Plan.

* Letter from resident of Pleasant Valley to PCC – copied to ACC.

“I am writing regarding the smaller car park at the Heritage Park in Stepaside.  I have written regarding the current planning application and I also understand that the leaseholder now wishes the Property Management Team to remove the covenant on the lease relating to the use of this car park by the Community.

As I have mentioned in all my responses to planning applications and also at the meeting held last November on the site, I was County Councillor for Amroth Ward until 2004.  As such I was heavily involved in the discussions re the way forward to the site, which was at the time in need of investment and, to be honest, a project.  The intention was - on the part of the County Council and other funders including the Welsh Government - that the land would have to still be, in part, for community use as well as the general public. Hence why the covenant was put into the lease.

Tonight, I have returned home from work - I live directly opposite the Heritage Park. Although we are still in lockdown, some restrictions have been lifted and people can now enjoy the area by exercising more. What this has also highlighted is, however, what would happen if either or both of the lifting of the covenant and the granting of the planning application were to go ahead.

The car park is currently closed, because of lockdown.  At 17.02 today, the attached photo was taken from my front gate, looking back towards Stepaside.  As can be clearly seen, cars are parked on the left hand side of the road, a road which is narrow, used by cyclists (as can be seen in the photo), has no footpath and - in “normal” times is a bus route. As can be seen there are two cars clearly visible with a third somewhere near the opening to the car park.

Amroth Community Council, Stepaside and Pleasant Valley Residents Group and individual residents have highlighted on numerous occasions the situation along this stretch of road. Several applications have been made to the police for the whole stretch to be made (a maximum) of 30 m.p.h zone. The road is busy as is without the added hazard of cars parked along it.

This evening highlights what will happen if the car park is unavailable for public use.  I would also ask that this be used to push the case for improvements to the road and a change in the speed limit.”

**Darren Thomas of PCC** has responded to say that the key point of access to the car park is with our property team (Helen McLeod Bakie) to consider.

With regard to the comments about speed limit, I have copied in our Senior Traffic Engineer, Ben Blake, to provide a summary of where we got to with any previous review work, and also to pick up on your concern about wanting the speed limit put in.

**Helen Mcloed- Baikie Of PCC** replied There is an ongoing review of the Council’s files and consultation with Welsh Government in relation to the issue of the public car park, as soon as practicable, we will provide the Community Council and others with a full response on our findings.

**A resident has written regarding trees at Heritage Park.**

* “I received information from a friend a short while ago that the trees numbered by Heritage Park last year along the highway through Pleasant Valley appear diseased - the top branches have no leaves. I understand that not all the trees are Ash from former Community Councillor Mary Megarry. Also, that Community Councillor Roger Harries walked the site last year with a tree surgeon and that PCC department responsible for overseeing tree health and maintenance were also included.”

Cllr. Harries did walk the site and informed Heritage Park of the issue last year. Cllr. Baron has written to PCC to say that any trees removed because of disease should be replaced. The Clerk will contact PCC regarding the placing of tree preservation orders on native species not affected by disease.

* PLANED have written to ask if ACC would like to take part in a video they are producing about how Councils are supporting their communities during the crisis. The first video is already in production but there are plans to make more. They will be made up of interviews, photographs etc**. Agreed;** The Clerk will send information about Amroth Good neighbours and how it is supporting the community.
* **Letter received from residents of Clos Yr Ysgol, Stepaside.**

“Please find attached letter of objection towards possible development of social housing in Clos Yr Ysgol, Stepaside. The Residents have been informed there are future plans to build 8/10 premises. As explained in the attached letter we have plenty of concerns should this go ahead. We would like your view and hopefully your support on this.”

NOTE from Clerk: There is no official notification from PCC on a planning application relating to this, nor anything posted on the PCC Planning Portal at this time. I have responded to say I will inform Councillors of the letter contents.

* Welsh Blood service. A letter of thanks was received from the Welsh Blood Service for our help in publicising their recent donation hub in Tenby. They were delighted with the response and had 48 first time donors attend with a total of 272 coming forward to donate.

**5.Finance as of May 29th 2020**

Account 70121649 – £4913.40

Account 40736856 – £15,186.58

David Rees £792.90 (+£24.01 in May 2020)

**Payments;**

**Clerks Wages £304.25**

**Clerks Expenses for New Computer £389.96 – previously agreed unanimously by email – clerk has copies.**

**Internal Audit Bill -£230.00**

**Income**

**PAVS £256.28 for AGN**

**New Computer**

Due to ongoing technical difficulties with the old computer Councillors agreed via email to the purchase of a new one.

**Financial support for Village Halls in the ward**

The Chairman and Clerk have written to both Llanteg Village Hall and Amroth Parish Hall regarding loss of income due to closure during the crisis. Amroth Parish Hall Treasurer has responded to say they are okay at this time and appreciated the offer. Information from Llanteg Village Hall shows that income is an issue especially as they are in the middle of renovations which require match funding of grant money**.** Both Halls have applied for financial support from PCC. **Agreed;** Councillors agreed that both halls need to be supported equally regardless of need. Llanteg Hall needs a new oil tank and it was suggested that ACC could offer a loan to enable its purchase while an application is made to the Enhancing Pembrokeshire Fund. Cllr. Baron will ask if the Enhancing Pembrokeshire Fund can pay retrospectively at this time so the work can be carried out in a timely manner. This issue will be discussed further at next months meeting.

**Audit 2019/2020**

The accounts were sent out via email to all Councillors for inspection in May. No questions were raised, and the accounts were approved unanimously.

**Proposed Cllr. Roger Harries**

**Seconded Cllr. Alec Cormack**

The Internal audit has been carried out by Dylan Harries. His report highlighted that all expense payments must be agreed at a council meeting (unless under delegated decisions during the Covid 19 Crisis), minuted and sign by the Chairman at the meeting.

Due to the meeting being held online the chairman was unable to sign the approved accounts at the meeting but would do so soon after.

**6 . Review of Current Policies**

* **Environmental Policy**
* **Welsh Language Policy**
* **Equality and Diversity Policy**
* **Virtual Meeting Policy**

Councillors were sent copies of the above policies prior to the meeting. An amendment was suggested to the Virtual Meeting Policy which was agreed and so this will be reviewed again at the next meeting. All other policies were approved.

**Proposed Cllr. Rosemary Tippett Maudsley**

**Seconded Cllr. John James**

**7. To Discuss the opportunity for Asset Transfers within the area**

Cllr. Baron asked PCC about a possible Community Asset Transfer of the North Car Park in Stepaside. No response has been received.

**8. To Discuss the need for an Amroth Community Council Facebook Page**

ACC discussed the need for an Amroth Facebook page to enable communication with residents and visitors to Amroth. It will be an information page only. It was suggested the Clerk contact the moderator of the old page to ask if it is still possible to use that page or if a new page will be needed.

**9. Report By Amroth and District Community Association**

The hall is closed at this time. The inside has been painted during lockdown.

**10. Report by Llanteg Village Hall Committee**

The Hall is closed but maintenance work is ongoing**.** The tree saplings from the Woodland Trust have been planted in the Old School Gardens. The Clerk was asked to write to request that the minutes of the monthly Community Police meetings be sent to ACC when meetings resume as they will take place at the same time as the monthly Community Council meeting

**11. Project Updates**

* **Amroth Good Neighbours –** Few requests for help are being received as many residents now have a regular arrangement with neighbours, friends, and family.
* **Exercise Jantzen –** No activity has taken place this month.
* **Road Names -** Cllr. Phillips has helddetailed email conversations with Robert Evans at PCC. There has been agreement as to the signs needed and Cllr. Phillips is now waiting for a quote on costings. Once the quote is obtained, ACC will then review whether to apply for grant funding.
* **Amroth free Wifi –** Now the toilets are open in Amroth, Cllr. Cormack will contact PCC to ask for permission to place a WIFI antenna on the roof of the toilet building and enquire if ACC can use the electricity connection in the building, assuming it is suitable to connect to.

**12. Matters to be added to the agenda for next meeting**

* Discuss possible financial support for the Village Halls

**13. Urgent Business not on the Agenda**

* Filling of dog waste bag dispensers –ACC agreed to keep the dispensers filled. One has jammed and will need maintenance. Cllr. Harries offered to look at it.
* The waste bins in Summerhill have not been emptied. Agreed; Clerk to contact PCC to make sure they are on the Councils list.
* The Educational Charity of David Rees. The Clerk will contact the local primary schools to ascertain how many children are eligible to receive a small educational gift. Children must be resident in the Amroth CC area and be moving to secondary education in September – or when schools reopen.

**Date of next Meeting is Thursday 23rd July 2020 at 7 pm.**

This will be via Zoom unless informed otherwise.

Anyone wishing to observe online, please send your email address to [amrothclerk@outlook.com](mailto:amrothclerk@outlook.com)

**The meeting closed at 8.43 pm**