

Minutes of the Meeting of Marloes & St. Brides Community Council held on  
Monday 10<sup>th</sup> August 2020 at Trehill Farm, Marloes

Present:- Cllr. Smithies (Chairman), together with Cllrs. Jessop, Johnson,  
Beal and Richards

- Mrs. Y. C. Evans - Clerk to the Council
- County Cllr. Reg Owens

Apologies for absence were received from Cllr Kimpton.

The Chairman, Cllr. Smithies thanked fellow members, and Cllr. Owens for attending this meeting held outdoors at Trehill Farm – the first meeting since March. The Coronavirus Emergency had led to a UK wide National Lockdown on the 23<sup>rd</sup> March, with Councils told that no indoor meetings were permitted under the regulations. In this Community, the regulations had been largely abided by, with only a few households having to be asked to return to their main home, or to self isolate for a period of time. Thankfully no one in Marloes & St. Brides had been affected by the virus. See agenda item below.

The Chairman then drew attention to the four local residents that had died since March – all of whom had made a contribution to the Community:-

Mr. Bill Ward – Retired Farmer and Former Councillor.

Mrs. Vi Parsons – Former Councillor and Founder of the Welcome Club.

Mr. Peter Dunn – Local electrician, and caretaker for St. Brides Church.

Mr. Fred Duffey – Retired Engineer, who for many years from 2006, had opened and closed the newly refurbished Clock Tower daily during the summer months.

Members endorsed his comments.

- 1) Minutes - The minutes of the March meeting had been circulated to members, and was approved on the proposal of Cllr. Jessop, seconded by Cllr. Johnson. Members were advised to contact the Clerk if there were any matters arising that they wished to raised.

## 2) Community Issues

Coronavirus Emergency. - The meeting acknowledged the efforts undertaken by many individuals during the last five months to support fellow residents. Extra pages were placed on the website ([www.marloes.org.uk](http://www.marloes.org.uk)) by Mrs. Royle to provide local information as well as contact details for advice/information received from the County Council and other agencies. The Community Council is grateful also for the volunteers who have come forward to help with

collection of medicines etc. under the direction of Mrs. Gina Smithies. Many local residents were in the vulnerable and shielding categories, so help from neighbours and volunteers was very welcome. It was noted that thank you letters were sent to Mrs. Rachel Harrod, Orlandon Farm for the kind gift of daffodils given out to households in the Community at Easter; and also to Paul & Stef Lucas, Marloes Village Stores & Post Office thanking them for keeping open in these difficult times, and providing a delivery service for those self isolating. Most local food businesses continued to operate some take-away services, milk deliveries by Paul Absalom continued, as did the postal services. The Help yourself Boxes with books/games in the bus shelter was welcome, as the mobile library was cancelled. It was noted that the Recreation Field has now been re-opened, but the Village Hall is still closed, but permission was received for Peninsula Papers to be printed there to cover August and September, as important for people's well-being.

Since the Wales 5 mile rule was lifted in early July, the Community has seen the holiday homes occupied, and gradually over the last month the holiday lets and now campsites are fully operational. Car parking problems have been seen at St. Brides and elsewhere, and in particular overnight parking of camper vans at St. Brides – see item below. Social distancing of 2 metres is still current in Wales, and problems on the coastal paths have occurred, as in England the distance is 1 metre plus. Face masks have to be worn on all forms of public transport, but not otherwise, as yet. It is hoped that despite the influx of visitors to the area that local residents will continue to stay safe, and that Pembrokeshire does not see an outbreak of infections as has been seen elsewhere in Wales.

Suspicious Activity – The meeting noted that recently PC Toohey had advised the Clerk that “there is a spontaneous event protocol in place, whereby there is monitoring of Social Media for any chatter/planning of raves and Police response plans in place accordingly.

Under normal circumstances, Bank Holiday weekends would have been monitored in this way, along with any live time reports from local communities, regarding any unexpected influx of visitors to rural locations. This has obviously been an unusual period with the recent travel restrictions providing a barrier to any such activity. However, now that the restrictions have been relaxed, normal monitoring and response plans will be in place. In fact, due to reports over the recent weekend regarding an increase in vehicles arriving at coastal locations since the relaxation of movements. I am aware that the monitoring of social media was activated and increased patrols were carried out to ensure that no raves were on the cards.

We would also encourage people to report any concerns of possible rave activity at

the time. However I stress again, that this reporting needs to be by the 101 telephone system or online and not direct to us, as we may not be working in Milford on that particular weekend.”

St. Brides Car Park – Illegal overnight camping had occurred at St. Brides and also at Martins Haven during the official “Lockdown”, and some action was taken by the police. Since then, increasing use overnight has occurred, particularly by camper vans. A meeting was organised by County Cllr. Owens on the 17<sup>th</sup> July 2020 at St. Brides. The meeting was attended by 4 Community Councillors, Cllr Owens, Mr. & Mrs. Powell, Old Vicarage, Mr. Peter Royle (Local Resident and PCNP volunteer), Mr. James Parkin, PCNP Director, with an apology from Mr. Marc Owen ( County Council Director) and the Council Clerk. After discussions, future action was agreed on signage, enforcement of the ban on overnight parking, and ongoing monitoring by all concerned on the use of the park and beach area. It was noted that Mr. Royle will be undertaking a new volunteer role at St. Brides this summer, monitoring activity and usage. The beach area has received heavy use this summer, with on some days parking along the road towards Windmill Park and beyond the St. Brides Castle entrance. Access to private properties has been maintained. Fines had been issued to anyone found camping overnight, but the closure of the parking area by the Gann, Dale had not seen an increase at St. Brides. Cllr. Richards stressed that PCNP needed to maintain action over the summer in conjunction with the County Council – the enforcement of law needs to be seen to be done. Several of the members present at the meeting on the 17<sup>th</sup> July, expressed concern over the attitude of Mr. Parkin on the day. He subsequently (by e-mail) questioned the impact these issues were having on the St. Brides community, and was then reminded by the Chairman that the four members present represented that part of the community, and in addition there were immediately affected households present.

Camping sites – It was suggested to Cllr. Owens that PCNP needed to consider if more summer use camp sites were needed. The trend this year to stay in the UK had put pressure on coastal areas as beaches were one of the few attractions available for use. It was also proposed, that PCNP survey all Community Councils over the winter to identify issues affecting their communities during the summer period.

### 3) Financial Matters

#### a) Payments were approved in retrospect to:-

Mrs. R. Royle – Web Hosting Fee - £39 - Repayment of fee to Ezee UK.  
Members were satisfied that this payment was in line with usual web hosting payments.

BHIB - Council & Clock Tower Insurance - £519.44p. Earlier in the year, the Council had agreed that for 2020/2021 that BHIB would undertake a combined insurance for the both the usual Council activities, and the Clock Tower building and clock mechanism.

Proposed by Cllr. Beal, seconded by Cllr. Jessop and all agreed.

- b) Community Works Grant – Speed Warning Sign - The Community Council has been awarded a grant towards the purchase of a suitable sign subject to them paying a contribution of 10% towards the total costs. The Community Council to identify a suitable sign, and a site meeting with County Council officers would then be arranged to discuss siting. Some members had expressed concern about the need to reflect the rural aspect in selection of a sign, and to endeavour to keep costs down to limit this Council's contribution. Advice had been sought from Neyland Town Council and Burton Community Council who have, or are purchasing similar signs. Cllr. Jessop has reviewed what is available to suit a village setting, and details of a particular solar powered model had been circulated to members. There would be a one-off licence fee of £156 payable to the County Council. BHIB had confirmed that the installation would be covered by the existing street furniture cover in the insurance policy. The County Council have been asked to advise what would be the cost of the post and for installation – response due. Cllr. Jessop to find out the cost of a warranty on repairs from the firm. After discussion, it was agreed that the Clerk and Cllr. Jessop confirm the expected costs as soon as possible and then advise members. The Site Meeting to be arranged so that all members would know the likely location. It was agreed, subject to the costs being acceptable that the Council will contribute 10% of the cost – proposed by Cllr. Smithies, seconded by Cllr. Jessop.
- c) Audit 2019/2020

Internal Auditor – On the proposal of Cllr. Beal, seconded by Cllr. Richards that the re-appointment in retrospect of Ms Jackie Fussell as the Internal Auditor be approved. This action had been undertaken via e-mail during the main lockdown, when the Council was not holding meetings.

Approval of Accounts – Copies of the relevant papers had been circulated by the Clerk. Mrs. Evans then took members through the various clauses of the Governance Statement. It was noted that Statement 4 was No, because the present emergency regulations did not allow for elector's rights as in normal times. In addition, Statement 8 was No because the Council had not yet agreed a revision to Standing Orders to include a section on Procurements and Contracts as identified in the Audit last year – see Agenda item below. On the proposal of Cllr. Jessop, seconded by Cllr. Beal the meeting approved the accounting statements and Annual Governance Statement. This was signed on their behalf by Cllr. Smithies, Chairman. Mrs. Evans also signed the Financial Officer certification. The Clerk will now prepare the letter explaining any Variations from last year to this year, and then forward all papers by the 30<sup>th</sup> August. This date had been agreed with Grant Thornton, auditors as the normal June date proved impossible to meet given the present circumstances.

- d) Information Commissioners Office (ICO) - The meeting agreed the payment of £40 due before the end of September. Proposed by Cllr. Jessop, seconded by Cllr. Beal – Cllr. Smithies abstained.
  - e) IRPW – The Review Panel will require a declaration from the Council on any payments approved to members this year. Individual members will need to complete a letter confirming that they will not be claiming the £150 which is legislated to be paid. The Clerk will prepare the necessary letters for signature
- 4) Clock Tower – The meeting agreed that the Clock Tower is not opened this year, as it would not be possible to ensure that safe distancing can be maintained, and any necessary sanitation undertaken.
- 5) Standing Orders - Procurement and Contracts

Members noted that it had been intended to review a draft at the April meeting. The National Emergency declared on the 23rd March, had meant that other community matters had to take precedence, and the Council had not met until today. It was agreed that this would need to be presented to a future meeting.

Risk Assessment 2020/2021– It was agreed that the Clerk would need to add a further clause to add the risk of the Community Council being unable to function because of a pandemic, and the resulting emergency situation. A formal resolution may be required to enable the Council to function either by delegated powers to a Committee, or the Clerk. Alternatively the Council may be required to meet on-line via an agreed medium. One Voice Wales had recently notified that they had secured an offer at £10 per month from an on-line provider. See next agenda item.

- 6) Next Meeting
- Members were agreed that they would prefer if at all possible to meet in person at a location that could be open to members of the community to attend in the interests of good democracy. It was hoped that the lifting of regulations may allow using the Village Hall in the near future. It was noted that going into the Autumn/Winter period that outdoor meetings would not be practical. The Chairman and Clerk will explore what on-line medium would be possible that would enable all members and the public to use.

There being no other business, the Chairman closed the meeting, thanking everyone for their attendance.