**Amroth Community Council**

**Cyngor Cymuned Llanrhath**

**Draft Minutes** of meeting held by Amroth Community Council on Thursday 17th December 2020 online via Zoom.

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

**In attendance:** Mrs Kathryn Bradbury (Clerk); Robert Lake; Beverly Mills

**Apologies**:

**Declaration of Interest.** Cllr Fleur Evans has declared an interest on Planning application NP/20/0590/S73.

**Chair’s Welcome**

The Chair welcomed all Councillors to the meeting.

**Minutes** of the meeting held on Thursday 19th November 2020 were agreed as a true record.

Proposed by Cllr. Roger Harries

Seconded by Cllr. John James

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

1. **Matter Arising**

* PCC have been contacted about a replacement streetlight for the one removed at Clos Yr Ysgol, Stepaside by Western Power. PCC Street Lighting Engineer has responded to say he will further investigate the request once they have ascertained the availability of power supplies within the area.
* The Clerk has written to Llanteg Gardening group about taking on additional maintenance work on community owned land. A response has been received saying that they would like to discuss the issue further and asked about the annual payment for the work carried out. This would enable them to look at what can be achieved with their physical resources, and what need to be outsourced. **Agreed;** Cllr James offered to continue to mow the Clay Pits. Councillors agreed to offer a sum in the region of £500 to Llanteg Gardening group for additional work and are happy to discuss any equipment needs with them to help them carry out the work.
* Cllr Davies asked that a Memory tree be planted in Amroth Memorial Garden when the work is carried out to landscape it. A discussion took place, and a memory board was suggested as it would better withstand the salty environment. A tree could be planted elsewhere in the ward away from the sea front. Cllr. Harries offered to contact the Botanical Gardens to ask about trees that would thrive near the sea and report back in January**. Agreed;** Councillors agreed that either a tree or board could be placed in the garden.
* PCC EHO has visited Summerhill following Rats sightings to try to ascertain what is attracting them and take action to discourage them.
* The Clerk has emailed Natural Resources Wales (NRW)regarding clearing the stones in the river by the New Inn. The request has been passed to the River Operations Manager to see if their team can help with this and they will be back in touch in due course. Following the recent rains and floods the Clerk has been in touch with PCC about the flooding. PCC have also contacted NRW.
* The Clerk has emailed DANFO regarding connecting the Tap outside the toilets in Amroth
* Community Noticeboards. Cllr. Harries will attend to the Notice board in Llanteg first and will work his way through the other boards over the winter, reporting and agreeing repairs to be carried out.
* A casual Councillor Vacancy Notice has been posted. Assuming no election is called ACC can co-opt a new member after December 18th. Applications for this post should be sent/emailed to the Clerk by January 10th 2021, to include a CV and covering letter. Interviews will be between 11th and 17th January, probably by Zoom.
* Following Councillors meeting with Claire Williams of Pembrokeshire Road Safety Partnership, Claire has provided a detailed report of actions to be taken on the roads identified. The roads identified are
* The straight between The New Inn and Mole End in Amroth
* The speed of traffic travelling both ways through Summerhill
* The NSL section of road between Stepaside and Pleasant Valley
* Traffic speed on the road into Stepaside from the A477 through the bends

As well as specific actions at each location she listed actions common for all locations:

* + PCC to contact Police to see if they are aware of any speed related issues.
  + New speed surveys to be added to our request list (However I must advise there is a long waiting list)
    - Amroth
    - Summerhill – exact position to be determined by Community Councillors (CC)
    - Section of road between Pleasant Valley & Stepaside (currently NSL)
    - C3185 through bends or straight?
  + Undertake a review of the existing warning signs and ensure that those that are in place are still serviceable
  + Where there is pedestrian activity, and an absence of footways ensure that warning signs indicating to motorists that there are likely to be pedestrians walking in the carriageway are considered.
  + Ensure that where permitted and in line with the regulations that repeater speed limit roundels are in place and visible

An additional request, which will ask a colleague to look into is the provision of signing at the end of the Dramway to the presence of cyclists and walkers.

Councillors reported that the meeting was very productive. Claire Williams had familiarised herself with all locations before the meeting and had some good ideas to help in each location. Councillors expressed their gratitude to Claire for her input.

* Cllr Harvey reported that the signs on the road between Summerhill and Wisemans Bridge had still not been replaced**. Agreed**; Clerk to contact PCC again on this matter and copy in Cllr. T Baron

1. **County Councillors Report**

**New Interim Chief Executive for PCC**

Pembrokeshire County Councillors have voted in Mr. Richard Brown as PCC’s Interim Chief Executive. Richard has been very active with the County’s Gold Command response to the Covid-19 pandemic and was responsible for the successful rollout of the new kerbside waste collection system. The Authority is engaging a recruitment agency to search for a Permanent Chief Executive.

**Waste Collection**

In its first 12 months of operation the new kerbside collection system resulted in Pembrokeshire having a very high recycling rate of 72%. This was 10% higher than in the previous year. Recognizing the extra waste arising from Christmas activities, PCC has announced that each household may put out one extra residual bag in the first residual collection after 25th December. The extra bag put out does not have to be a grey bag but residents are asked not to use orange recycling bags.

**Council Tax 2021-22**

The Council meeting on 10th December, endorsed the Cabinet’s recommendation of a 5% increase in Council Tax in the coming financial year. The budget for next year is extremely uncertain. At the time of the vote, the Welsh Government had not announced the Provisional Settlement of funding to Local Government for 2021-2022 and the Final Settlement will not be announced until 2 March 2021. Consequently, PCC’s Budget has had to be based on a conservative estimate that Welsh Government funding will increase by just 2%. Council will approve the eventual PCC Budget and the increase in the Council Tax at the meeting on 4th March. I hope that, if the funding from Welsh Government turns out to be better than expected, the proposed increase in Council Tax will be reduced, given the pressure on finances many families in the County are facing.

Councillors have asked that the Second Homes Charge be looked at again with a view to increasing it from 50% to 75% or 100%. This may require a further public consultation.

**Firework Displays**

There was substantial support for a Notice of Motion Covering Firework Displays at the Council meeting on 10th December. I and many other Councillors hope to have an awareness campaign regarding the impact of fireworks on animal welfare and a requirement to properly advertise public firework displays in position prior to November 2021.

**Surface Drainage Stepaside**

I have been in touch with the Leader of PCC concerning the inadequate surface drainage in Stepaside, which has resulted in a property being flooded. An engineer has been out to inspect the problem and has agreed that remedial work needs to be undertaken. Residents are reminded that if they are being flooded, they should call the fire brigade for help given that the brigade has the pumping equipment to deal with localized flooding. Please also let me know of any report being made to PCC re flooding so that I can follow up immediately.

1. **Planning**

**20/0407/PA HAYLOFT COTTAGE, East Llanteg Farm, LLANTEG, Narberth, Pembrokeshire, SA67 8QA. Proposal;** Extensions & Alterations to dwelling along with new access drive (partly in retrospect). **Conditionally approved.**

**20/0608/PA 30B Church View, Summerhill, SA67 8LZ. Proposal;** Single Storey Side Extension. **Conditionally approved**

**NP/20/0590/S73. Westfields, Wisemans Bridge. SA67 8NU. Proposal;** Variation of condition no.1 of NP/15/0363/FUL to extend the period of time to start works until 17th December 2021.**Comments by 29th December 2020. Agreed; An objection will be sent. The proposal is very large for the size of plot and in relation to surrounding properties. Right of access and sewage provision was also questioned.**

**20/0382/PA Yard at Band of Hope, Kilgetty Lane, Stepaside, SA67 8JZ. Proposal:** The use of land for the stationing of two static caravans, two touring caravans, two ancillary utility/day rooms in connection with the applicants landscaping business (live/work) (Partly Retrospective) **Comments by 7th January 2021 Agreed; Clerk to ask for an extension of time to comment.**

1. **Correspondence**

* **Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2021-22**

This is to notify you that the appropriate sum for the purposes of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2021-22 is £8.41.

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2021-22 will be £8.41 per elector.

For the financial year 2021-22, the appropriate sum for the purposes of section 137(4) is calculated by applying the formula set out in Schedule 12B to the 1972 Act.

The Retail Prices Index increased by 1.1% between September 2019 and September 2020. This means that, by application of the formula, the maximum sum for 2021-22 increases from £8.32 to £8.41 per elector.

* Pembrokeshire Digital Connectors are offering free one to one support to improve digital skills and help people get online to connect with family, friends, social activities etc. Plus, support to access digital equipment and connectivity. Contact them on 01437 776301 or email at [communitycovid19@pembrokeshire.gov.uk](mailto:communitycovid19@pembrokeshire.gov.uk)
* A resident of Stepaside has contacted ACC to ask if more/wildflowers could be planed around the wards, specifically those that will support wildlife, such as bees. **Agreed;** Councillors asked the resident to pass on any information regarding grants to support this work to the Clerk. A number of areas were identified in the wards which could support wildflower planting. Llanteg Gardening group could be consulted on what could be done. The Clerk will contact PCNPA to ask if permission is required.
* The Local Government and Elections (Wales) Bill has been passed by the Senedd
* Across Pembrokeshire, work is taking place to make community opportunities more accessible to people living with dementia and their carers, and PAVS have been working with partner organisations to develop dementia supportive communities and activities.  More information can be found on this new online resource - [https://padlet.com/cherryevans/x2pxykx6rrojzapo](https://eur06.safelinks.protection.outlook.com/?url=https%3A%2F%2Fpadlet.com%2Fcherryevans%2Fx2pxykx6rrojzapo&data=04%7C01%7C%7C44775e59b62e4bcb0a0d08d895fa3092%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637424249242034918%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=ZICJMbnQUS8x2tFdqmouD%2FgsBzV0YQ3oNabhybqnx4Y%3D&reserved=0)

There are also weekly dementia supportive activities available for people living with dementia across the county including online choirs, Tea and Natter sessions and socially distanced Walk & Talk groups.

If you would like to be added to the circulation list for the weekly activity schedule, please contact Cherry Evans at PAVS who has been leading this work - 07849 086009 / [cherry.evans@pavs.org.uk](mailto:cherry.evans@pavs.org.uk)

* A resident of Amroth has written to ask if Amroth council would have any advice on the ownership of the trees running up the hill. The trees generally on the hill are of some concern and do not appear to be maintained by anyone. The tree that recently fell could so easily have injured or killed anyone passing.

The owner of the garden where the tree landed has managed to get the local authority to take responsibility for a section of trees opposite his house and they have this week surveyed and attended to trees in the near vicinity of the fallen tree. The land further down however appears to be open to debate with regards ownership.

In conversation with a long -time resident, she remembers that this section of woodland was originally part of The Colby Estate but that for many years it has been considered as no man’s land.

As the road is in constant use it would be a comfort to know that the banks and trees were at least checked regularly and appropriately managed. **Update;** **The Clerk wrote to the National Trust to ask about responsibility and land ownership and they have replied to say it is not in their estate. The Clerk will write to PCNPA and PCC.**

* Age Cymru has sent through the autumn edition of their bi-lingual newsletter **Age Matters.** It can be viewed by clicking on the following link [**www.agecymru.org.uk/agematters**](http://www.agecymru.org.uk/agematters)
* Due to the impact of Covid 19, a new Delivery Agreement timetable for the LDP is as follows:

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| --- | --- |
| **Key Stage** | **Indicative timings** |
| Focussed Changes (see below) | March/April 2021 |
| Submission of LDP to Welsh Government | By July 2021 |
| Examination into the LDP | Winter 2021 |
| Publication of the Inspector’s Report | Spring/Summer 2022 |
| Adoption of revised LDP | Summer 2022 |
|  |  |

* **Catalysts for Care’, supported by Pembrokeshire County Council, PAVS and PLANED.**

There is a new directory of small, independent care and support services which you can see here: [https://www.planed.org.uk/catalysts-for-care-directory-of-care-and-support-services-in-pembrokeshire/](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.planed.org.uk%2Fcatalysts-for-care-directory-of-care-and-support-services-in-pembrokeshire%2F&data=04%7C01%7C%7C6c01ac1202024397f52608d8983d839c%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637426737246984253%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=kshTIpv20dkcmoeNEU1fG8PiwAprRGQfuENAFuym1Rg%3D&reserved=0) This page explains the directory; click on the red rectangle at the top to see the actual directory as a PDF doc that you can print out and display for people who would like a hard copy. Please note that this PDF doc is updated regularly to reflect the availability of services as well as new services that join as appropriate.

This is a useful resource to signpost people looking for a care or support service. In particular, the first part of the directory contains a list of ten ‘home help’ services that support people to live independently at home and get out into the community to do what matters to them. You can view the ‘home help’ services on this map to see the ones that are close to you: [https://www.google.co.uk/maps/d/viewer?mid=151lt8zq7AOYyGroIgMvXyY27CTnKU13H&ll=51.83959522958418%2C-4.885162050000007&z=10](https://eur05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.google.co.uk%2Fmaps%2Fd%2Fviewer%3Fmid%3D151lt8zq7AOYyGroIgMvXyY27CTnKU13H%26ll%3D51.83959522958418%252C-4.885162050000007%26z%3D10&data=04%7C01%7C%7C6c01ac1202024397f52608d8983d839c%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637426737246984253%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=EoD6UTAGsmLUi00Z%2F0HPhRnn6wLqVUK4n2IcaAfoOWc%3D&reserved=0)

* **Community Delivery Project – review of play area provision**

There is a review of non-statutory services within the Environmental Services Division of PCC. In order to sustain some services into the future, communities will need to be more involved in their delivery. One of the areas under review is play areas. PCC is involved with around 120 play areas across Pembrokeshire. With the pressure on local government resources, and the need to prioritise statutory services, PCC are unable to sustain their current level of involvement. Currently, PCC undertakes and arranges regular safety inspections, and in some cases undertakes maintenance, on these sites. This includes Summerhill

For this play area, you need to take on full responsibility, including financial. From the next financial year onwards, i.e. from 1st April 2021, you will need to make arrangements for safety inspections, providing public liability insurance, and undertaking maintenance as, and when, required. PCC will still offer support in any way they can.

In terms of safety, PCC can provide advice to ensure obligations are met. PCC can also offer an inspection and public liability insurance service in line with the attached Service Level Agreement (SLA). From the discussions held to date, this is the preferred approach for most Town and Community Councils. If you would like PCC to provide this service, you will need to sign up to the SLA. The cost of the SLA for 2021/22 is £615.

This includes public liability insurance for the equipment. Should any serious faults be found during an inspection, our maintenance team will visit and make safe (at your cost, on a recharge basis only). If you prefer, you can undertake your own regular safety inspections, but the more detailed quarterly and annual inspections would still need to be undertaken by a qualified person.

PCC can arrange this and are happy to discuss this option further. Taking this approach, will require maintaining inspection records, and appropriate public liability insurance for the play equipment.

ACC must notify PCC of our intentions, and return the SLA (if appropriate), no later than 31st January 2021. If no response is sent it will be assumed that ACC will be making their own arrangements for inspections and insurance from 1st April 2021

* **Pembrokeshire County Council Community Delivery Project Environmental Services**

The Community Delivery project was approved by the Council’s Cabinet on 2nd July 2018.The project is seeking community support for various non-statutory services which otherwise might be at risk of being withdrawn, including:

• Public toilets

• Playparks

• Parks, gardens & public open spaces

Community delivery isn’t new, there are already examples of communities taking on responsibility for public toilets, community groups running their own playparks, and communities determining how to best manage their open green spaces. The County Council is open to discussing innovative ways to deliver these services, so that they are sustainable in the long term.

The main options are:

• County Council continues to maintain asset, with T&CC meeting the cost

• Maintenance responsibility is transferred to T&CC under a lease agreement

• A full ‘asset transfer’ to the T&CC takes place

Support is available to assist T&CCs in this process. Where the T&CC does not wish to take on the responsibility, the County Council is very likely to either place the asset into ‘minimal maintenance’ or declare it surplus to requirements where practical to do so. Over the coming months we will be approaching Town & Community Councils to discuss assets in their areas, with the aim that where communities wish to take over responsibility for one or more assets in their area, this can be factored into the precept setting process for financial year 2020-21. In the meantime, if you would like to obtain further information or start an early conversation in your area, please contact the named officer below.

Contact for further information: David Astins, Community Champion Co-ordinator E-mail david.astins@pembrokeshire.gov.uk, tel. 07384 877977

* **From the Police and Crime Commissioner**

I am currently looking ahead to 2021/22 in terms of what Dyfed-Powys Police’s priorities should be, as well as to setting the annual police budget. Due to the current pandemic, I have to do things a bit differently: The majority of my engagement is now carried out digitally instead of in person. I have therefore developed a short online survey which asks for residents’ and business owners’ views on policing priorities and police funding for 2021/22. I would be very grateful for your time in completing this survey please. You can access the survey by clicking on the below links:

English: **https://www.surveymonkey.com/r/9H2Y3DB**

Alternatively, email opcc@dyfed-powys.pnn.police.uk or ring my office on 01267 226440 to request a paper copy of the survey.

* The Office for National Statistics (ONS) has appointed a Census Engagement Manager to support Carmarthenshire and Pembrokeshire residents and help make Census 2021 a success.

Nia Taylor, the area’s Census Engagement Manager, will help organisations, charities, faith groups and community leaders within the County to raise awareness of the census and the value to residents in taking part. For the first time, the census will be run primarily online, making it easy for most people to complete the questionnaire on any device – whether that be a computer, a mobile phone or a tablet. Local Census support centres will be offering help, while paper questionnaires will be available for those who need them. All census staff will operate in line with the Government’s latest Covid-19 guidance.

The census will be held on 21 March 2021. While results will be available the following year, all personal records will be locked away for 100 years and kept safe for future generations.

For more information, visit census.gov.uk or contact: Nia Taylor - nia.taylor17@field.census.gov.uk

* PCC are running a virtual seminar (using Zoom) for looking at the best way to work together to ensure that Pembrokeshire citizens are leading the post-COVID recovery. It will take place at 6pm Wednesday 20th January 2021 and is for all Town and Community Councils. More info will be sent out nearer the time.

1. **Finance as of November 2020**

Account 70121649 – £2798.08

Account 40736856 – £15,192.76

David Rees £786.94

**Payments;**

**Clerks Wages**

**Expenses –** Mark Harvey £25 for Survey on Typeform for Summerhill Play Park Project consultation.

**All Payments were agreed**

**Income**

**PCC -** £303.75 – from EP for Exercise Jantzen project (IWM invoice)

**Precept -**£4333 due at the end of December

**The Wales Audit Office have notified ACC that the audit schedule will be**

**2021-22 – Basic**

**2022-23 - Basic**

**2023-24 Transactional**

1. **Proposal to site a grit bin at Clos Yr Ysgol, Stepaside**

Following a request by residents and consultation by Cllr. Cormack, he proposed that a grit bin be sited at Clos Yr Ysgol in Stepaside. Cllr Cormack showed two locations were a bin could be sited. The proposal was seconded by Cllr Phillips and all Councillors agreed. **Agreed;** Clerk to order it from PCC.

1. **To discuss and update ACC Land Holdings**

* The Chairman outlined the response to a letter sent to head of Legal at PCC regarding the registration of land adjacent to Sea Breeze, Llanteg. PCC replied that they were not responsible for the original registration in 1975 and consequently were unable to correct any possible misregistration as a council. It has subsequently been established that the Commons Registration Authority, a separate body which comes under the umbrella of PCC has the ability to consider any claims in this respect. Councillors agreed that a letter be sent to the owners of Sea Breeze with appropriate forms so they can approach PCC. **Agreed;** Clerk to Action
* Summerhill Play Area. PCC have approached ACC regarding taking on financial responsibility for the play area from 2021. This may involve a transfer of asset from PCC. PCC can no longer sustain the financial commitment associated with the Play Area. Councillors agreed the play area is an asset to the community and should be retained for the benefit of the community. **Agreed;** It was agreed to set up a subcommittee of Councillors to meet in early January to discuss the issue and to meet with ADCA/Amroth Parish Hall representatives to agree a plan on whether to leave the land in PCC ownership but pay towards the costs of the park or to pursue an asset transfer.

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

The hall had opened recently and is being used by three groups currently. It will close for the duration of any lockdown

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

The hall has been cleaned and sanitised but remains closed at this time.

Cllr’s Harries and James reported that the bin, recently installed by the bus shelter in Llanteg was being misused. Household waste is being deposited in it, including sanitary waste. The bin is for the convenience of bus users and is emptied by the councillors. If the bin continues to be misused, it will be removed**. Agreed**; Clerk to contact Llanteg Facebook administrators in the first instance about publishing a post on this issue.

**9. Project Updates**

* **Amroth Good Neighbours** – Little increase in demand although there has been an increase in infection in Pembrokeshire. It will remain active over the winter to support residents.
* **Exercise Jantzen –** No progress this month due to other projects taking precedence
* **Road Names –** A full application plus supporting documents has been submitted to The Enhancing Pembrokeshire Grant Scheme
* **Amroth free WIFI –** A full application has been submitted to the Enhancing Pembrokeshire Grant Scheme following approval of the EOI.
* **Play Area**, **Summerhill –** A full application has been submitted to the Enhancing Pembrokeshire Scheme following approval of the EOI and an application for additional funds has been made to the Big Lottery Fund. A Match funding contribution has also been approved by Amroth and District Community Association
* **Brown signs –** An application has been sent to PCC.

Councillors expressed their appreciation for all the work that has been done to get these project applications ready for submission.

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

No issues to be added at this time.

**11. other Matters/ Urgent Business not on the Agenda**

* A significant pothole on the road between Kilanow Farm and Little Kings Caravan Park has been reported to PCC but remains unfilled.
* Despite reports to various organisations earlier in the year, the hole, and unstable stones on the bridge at Wisemans Bridge has not been repaired and has deteriorated further with the high tides and river flooding. This is now a serious health and safety issue. The stones are used as steppingstones by walkers and are not safe. **Agreed;** Clerk to report again to PCC and copy in Cllr T Baron.

**Date of next Meeting is Thursday 21st January 2021 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 21.24 pm**