

Minutes of an Ordinary Meeting of Martletwy Community Council
Monday 27th July 2026, 7:30pm at Martletwy Play Area

Note: With the agreement of all parties involved proceedings were recorded

Present: Cllr L Williams (Chair), V Evans (Vice Chair); Cllr B Carlisle, Cllr J Crowther, Cllr P Eynon, Cllr A Newman

In attendance: Cllr D Clements (PCC); L Lesnianski (Clerk)

Declarations of Interest: None Public Present: None

Chairman's Welcome

26/040: Apologies Received: None

26/041: Minutes of the previous meeting: The minutes of the June Ordinary meeting were approved and signed by the Chair as a true record of the proceedings.

26/042: Matters arising: None

26/043: Planning:

- a. Applications Received: None received in this period
- b. Application Notices Received: None received in this period
- c. Other Planning Matters: None received in this period

26/044: Highway Matters

- a. Previous issues raised: Clerk is awaiting responses to previously raised enquiries.
- b. Current Highway Maintenance Issues: As requested by Cllr Eynon the Clerk had enquired about the Surface Dressing Schedule for Martletwy Ward. An officer reported there was only Deals Cross to Waddock on the schedule for this period and it was completed on 3rd June.
- c. New Issues Reported by Councillors: No new matters raised.

26/044: Finances:

a. Financial Report - Monthly: Clerk presented financial report for period 01/06/26 to 27/07/26. Opening joint balances £12,395.65 (current account £5,606.61). Payments for period total £1,234.04. Receipts for period total £5.06. Closing balance £11,166.67 (current account £4,372.57). Report attached. No questions raised. Report approved.

b. Audit

i. Notice of Appointment of the date for the Exercise of Electors Rights: The clerk reported the Notice had been advertised as required by Audit Wales. It appears on both noticeboards, and the website. Photos were taken of both noticeboards for the record.

ii. Audit – Annual Return sent to Audit Wales: The completed Annual return was posted to Audit Wales on 30th June 2026 by registered post, delivered 1st July at 09:25. Signed for by 1. A record has been kept of the tracking of delivery, along with the receipt.

c. Invoices and Remittances:

i. Audit Wales: The clerk presented an invoice from Audit Wales in the sum of £693.60 for the period 2024/25. There was comment and agreement regarding the high cost of the audit, and financial burden on the community council and subsequently the community. Payment proposed by Cllr Newman. Seconded Cllr Evans. Payment of invoice unanimously approved.

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ii. SLCC – annual subscription renewal: The clerk presented the invoice for the annual subscription in the sum of £84.00. Unanimously approved.

d. Clerk Salary: The Clerk presented the June Salary Report already approved, along with the July Salary Report for approval. Clerk reported on the back pay for the increase in the HMRC mileage allowance from 0.45p to 0.55p from 1 April 2026. Unanimously approved.

26/045: Community:

a. Events Planning: Presenting a proposal for a community engagement fair, the clerk explained there would be stalls comprising various local stakeholders who are frequently in contact with community councils offering in person and virtual assistance to their community. Ideas included various charities, basic IT support, the fire service (carbon monoxide alarms), PACTO. Tea and cake would also be offered. Lawrenny Hall would be an excellent venue. A date could be advertised on the WhatsApp group, website and social media. Possibly in the newsletter if dates tally. Cllr Clements suggested a Winter event. Cllr Evans suggested putting on the newsletter event coming soon.

b. Martletwy & Lawrenny Play Areas:

i. Biodiversity Package Award: Clerk reported on the award of a biodiversity package from the One Voice Wales Biodiversity team for Martletwy play area. The content of the package will be determined by a meeting on site in September. Clerk hopes Cllrs Carlisle and Crowther to attend as the community council's biodiversity champions. Clerk reported the freestanding unit will need to be in place.

ii. Alternative costs for external playground inspections: This matter impacts on both play areas. Clerk reported they had received a written estimate for the annual inspections of both sites, mirroring the work carried out by the local authority. The quote is considerably more expensive and cannot compete with the local authority. Cllr Carlisle stated he felt it would not be found considerably cheaper elsewhere. The clerk will obtain further estimates.

c. Noticeboard & Freestanding Unit: Cllrs Carlisle & Crowther are moving both these forward. The new noticeboard for Lawrenny, will be installed on completion of the shop project. The freestanding unit will be located at Martletwy.

d. Newsletter: The content of the newsletter was previously sent to all councillors prior to the meeting. It was agreed it would be helpful to add some useful phone numbers, including Good Neighbours (lunch club last Wednesday of the month), and local police.

e. QR Code – Information: The Clerk reported a local resident is interested in getting involved with gathering information. The resident has completed a project on local history and would like to share what they have gathered. Cllr Carlisle and Cllr Eynon both confirmed there would be maps and related information at Aberystwyth. The discussion led to the matter of the maps with the field names – commenced some time ago. Cllr Eynon is still gathering field names and currently has the maps. He says there are too many gaps. Cllr Clements has been provided with information about the estate going back to 1922. Cllr Eynon also has the information.

26/046: Community Council Governance and Policies:

a. Annual Report 2026: The draft Annual Report 2026 was sent to all councillors prior to the meeting for their consideration. The clerk asked for questions regarding the content. No questions or suggestions were raised. Council voted unanimously to approve the draft Annual Report 2026. Clerk to public following meeting.

b. Council and Councillor contact details:

i. Email for councillors: Cllr Evans reported both herself and Cllr Crowther are working on this. Cllr Crowther needs the email forwarded to him by Easy Websites in order to set up the email.

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ii. Sim/phone number for council: Further to last month's discussion the clerk confirmed a business contract with Tesco Mobile for unlimited minutes and texts with 2GB of data, costs £8 per month for a 12-month period. This is ample for current usage. The clerk is prepared to use their own spare phone going forward on the understanding it remains the property of the clerk and should they leave, or need the phone, an alternative phone will need to be acquired. This will give the community council its own phone number rather than rely on the private land line or mobile number of the clerk. All in favour.

iii. Postal address: The process of moving the postal address to Lawrenny Shop is ongoing. The Lawrenny team are completing the shop project and an external mail box will then be installed.

c. One Voice Wales – Civility and Respect Pledge: The document had been forwarded to all councillors after the June meeting for their consideration. The Chair asked if everyone was happy to sign it. Cllr Williams added it was a shame the council had to sign something like this when everyone should behave with civility and respect.

26/047: Councillor Clerk Training:

a. Training attended by Councillors: Cllr Newman attended Code of Conduct training and will attend New Councillor training in September. Cllr Crowther attended Biodiversity I and will now organise Biodiversity II having missed the training due to unforeseen circumstances.

b. Other Training Matters: None

26/048: Meetings Attended by Community Councillors/Clerk:

a. Councillor Meetings Attended: None reported.

b. Clerk Meetings Attended: None reported.

26/049: Correspondence Received:

a. PCC : Transport Strategy Consultation: This is all about active travel – such as walking, wheeling and cycling. It does not include driving a car or public transport. The clerk asked if the council wants to take part in the consultation. General discussion ensued specifically regarding the lack of public transport and meaningful travel strategies.

b. PCC – Council Tax Premium Consultation: This was forwarded to all councillors prior to the meeting. Consultation open until 10th August. The clerk gave a presentation of some of the key points of the local authorities supporting information supplied with the consultation (see notes attached). Key takeaways:

i. Would councillors like the clerk to respond on behalf of the community council? This would not impact on the rights of each councillor to respond as an individual.

ii. Number of second homes within Pembrokeshire County Council Ward (PCC) has increased from 3541 in 2023 to 3778 as at 31/03/2026. This may be because the appeals with regard to property status have now been concluded – pushing up the number. It may also be more have been purchased as second homes. There is no certainty

iii. Split of monies raised has changed considerably since the premium was introduced. The amount used by PCC for their own budget has risen from 50% to 92% for the current year. So now using the majority of it for their general pot.

iv. The Enhancing Pembrokeshire Grant funding is down from 6.25% of the total premium collected to 2% for the current year as well as last year.

v. Funding for affordable housing from CT premium has fallen from 18.75% in the 23/24 period to 6% in 2026/27.

vi. The percentage used by PCC - on their own budget - of CT Premiums charged on empty properties is 100%

vii. Comparison of CT Premium setting across the 22 principal councils (PCs) for 2026/2027 (statistics from Welsh Government) include: 2x PCs have not added a CT premium; 2x PCs set a

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premium rate below 100%; 13x PCs set a premium rate of 100%; 1x PC set a premium rate of 125% (Pembrokeshire County Council); 4x PCs set a premium rate of 150%. 17 of the 22 principal councils therefore set a premium rate of 100% or less.

Cllr Clements explained the council tax premium did not originally meet with significant resistance at the time it was set at 100%, especially as most people thought they knew where the monies were being used – the Enhanced Pembrokeshire Fund and affordable housing. People genuinely felt as though they were giving back. Cllr Clements went on to explain the terrible negative impact the huge rise in CTP had on individuals.

The clerk suggested it might be too complex to respond as a community council due to individual views. Councillors agreed.

26/050: County Councillor Report: Following the imminent retirement of Richard Brown, current Deputy Chief Executive and Director of Place, Cllr Clements has, as a member of the Senior Staff Committee, been involved with the recruitment of the new Deputy Chief Executive and Director of Place. At a recent Extraordinary Council meeting regarding earlier decisions to commence consultations on school closures, it was agreed to rescind the decisions regarding Stepside and Saundersfoot. This followed a cabinet member raising issues regarding the data and other elements impacting decision making. The Boundary Commission report on the impact of ward changes has been published. The only change to Martletwy Community Council is the removal of small community boundaries within the ward. The LDP has been on stop because of the water quality issues, however it appears the Welsh Government may be about to revisit this in the Autumn. Cllr Evans commented on the lack of building opportunities for affordable housing until this is resolved. Cllr Clements recently attended a seminar with Pembrokeshire Coast National Park which was very informative, and last week chaired the West Wales Nutrient Management Board at the Royal Welsh Show, discussing nutrient foot printing for every farm. Within the ward, the new stretch of road at Blackpool Mill has been very favourably received.

26/051: Date of Next Meeting: Monday 14th September at 7:30pm. Venue to be confirmed.

Meeting closed: 8:24pm

Signed:..... Date:..... Position:.....