

Minutes of an Ordinary Meeting of Martletwy Community Council  
Monday 18<sup>th</sup> May 2026, 7:30pm at Lawrenny Village Hall

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

Present: Cllr L Williams (Chair); Cllr B Carlisle, Cllr J Crowther (remote), Cllr P Eynon, Cllr A Newman.

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

Public Present: Lawrenny Community Shop Representative    Declarations of Interest: None

### Chairman's Welcome

**26/014: Apologies Received:** Cllr V Evans

**26/015: Minutes of the previous meeting:** The minutes of the March Ordinary meeting were unanimously approved and signed by the Chair as an accurate record.

### **26/016: Matters arising:**

**a. Lawrenny Shop:** The Clerk provided additional information to the council. The Lawrenny Community Shop is set up as a community interest company. The shop building is rented on a 5yr lease which it is hoped will be extended at the end of the period. It is not yet known if the Lawrenny Shop committee have been successful in their bid for further grant funding from other sources. The Clerk confirmed the community council is restricted with regard to awarding funding due to a number of issues. These include practical matters such as funds available, plus the requirement to ensure suitable reserves are maintained. The representative from the shop committee explained if they are not successful in raising the funds the work on the community space will not be able to go ahead. Funding platforms were mentioned as a way they may be able to ask the community for help to raise any remaining funds needed. The representative of the committee confirmed there was a danger the project would run out of money without additional funding. The Clerk confirmed the budget for mowing is now going to be considerably lower than set before the beginning of the year. If councillors wanted to move some funds from the mowing budget this could be utilised to assist this project. After a further general discussion, the Lawrenny Shop Committee representatives left the meeting at 7:49pm. It was noted by Cllr Eynon that his perception was that assistance and opportunities were directed at the Martletwy area, such as the use of the Snooty Fox and Wild Lakes, and grant funding utilised for the play area. Cllr Williams refuted this perception, noting the grants she has successfully obtained over the last three years have been evenly spread. The Lawrenny Arms was used for Warm Spaces, and there have been events held in Lawrenny, including the Jumble Sale and International Women's Day celebratory talk both in the village hall, and the VE picnic at Lawrenny Sports Club. The Snooty Fox and Wild Lakes have both been very accommodating and are open at the right time of day. Following a further discussion among councillors with regard their willingness to support the community shop, whilst aware of the need to be cautious with regard to spending limits, Cllr Newman proposed the community council reallocate budget in order to pay a £300 payment towards the Lawrenny Community Shop community space project. Cllr Carlisle seconded the proposal. All present voted in favour, and agreed the matter of financial support for the community shop project would be reconsidered later.

**26/017: Planning:**

a. Applications Received: None received in this period

b. Application Notices Received:

*i. 25/1024/PA – Jubilee House, Martletwy.* Conditionally approved.

*ii. 25/0674/PA – Jericho, Martletwy:* Having previously sought the approval of the Chair prior to the meeting this item was added to the agenda. The application had been refused.

c. Other Planning Matters: None received in this period

**26/018: Highway Matters**

a. Previous issues raised: Clerk is awaiting responses to previously raised enquiries.

b. New Issues Reported by Councillors: No new matters raised.

**26/019: Finances:**

a. Financial Reports:

*i. Financial Report:* Monthly: Clerk presented the financial report for the period 01/04/26 to 30/04/26. Opening joint balances £10,866.67 (current account - £4,086.67). Payments for period total £546.42, include a regular direct debit for website management and clerk payment. Receipts for period total £4,244.74 including precept payment of £4,240 and interest received £4.74. Closing balance £14,564.99 (current account £7,780.53). Report attached. No questions raised. Report approved.

*ii. Annual Balance Sheet for 2025/2026:* Clerk presented Annual Balance Sheet for the period 2025/2026. Opening joint balances £10,115.29 (joint account £3404,61). Payments for year £13,168.81 including salary costs. Receipts for year including interest received; Precept payments; Grant payments and Rebates £13,920.19. Carried forward £10,866.67. Report attached. Unanimously approved. Chair signed.

b. Invoices and Remittances:

*i. Audit Wales:* The Clerk presented an invoice from Audit Wales for historical Audit fees from the 2021/2022 full audit. It was agreed this was presented very late which was disappointing. The Clerk confirmed this would use up a large portion of reserves. Councillors unanimously approved payment.

*ii. Remittance:* Clerk presented latest precept remittance notice from PCC in the sum of £4240.

c. Clerk Salary: Clerk confirmed all councillors were emailed the report. Unanimously approved

d. Annual Return: The clerk confirmed it is a challenge to find an internal auditor, but is hopeful someone will be appointed by the end of the week. Clerk to liaise with Chair. The clerk plans to have the Annual Return ready for presentation to councillors for approval at the June meeting.

**26/020: Community:**

a. Events Planning:

*i. Christmas Tree & Light Up Initiative:* Cllr Williams proposed moving this forward. All in favour.

b. Martyn's Law: The Clerk reported on the impact new UK Government legislation, known as Martyn's Law, will have on event management for 200+ attendees. Formally the Terrorism (Protection of Premises) Act 2025, the law aims to enhance protective security and organisational preparedness across the UK by ensuring public venues and events are ready to respond to terrorist threats. Whilst it would seem unlikely to affect community council planning it is important to be aware of new legislation.

c. Martletwy Play Area:

*i. Village Green Status:* The clerk reported on correspondence with the PCC Commons Land team. Further discussions are ongoing to ascertain what if any value the Martletwy play area has in order to ensure correct filing of the Register of Assets.

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- ii. Mowing:* The Clerk confirmed the local authority have agreed to cut the grass for £40. They have added it to their schedule, and the first cut is this week.
- iii. Algae on the climbing frame:* Cllr Carlisle reported the PCC inspector had raised the issue of algae on the climbing frames at both Martletwy and Lawrenny play areas. They will both need scrubbing. It was suggested the clerk should reach out for volunteers for both sites.
- iii. Sign for Litter Bin:* Council asked the clerk to get a sign for the litter bin stating “no cat litter”
- d. Community Noticeboards:* The new noticeboard is due to arrive on Thursday 21<sup>st</sup> May.
- e. Newsletter:*
  - i. Photographs:* Head and shoulders pics required of each councillor. These will also be used for the website.
  - ii. Community Thank You:* These will be included for various organisations or individuals who have helped the community over the last year. The clerk asked for recommendations.
  - iii. Community Council Logo:* Using the logo of the signpost (such as the photo used on the old website) was suggested by the clerk. A hand drawn version rather than a photo. Cllr Clements confirmed this is similar to the Good Neighbours scheme and will forward a copy of this logo to the clerk. Councillors agreed this idea was a strong option.
  - iv. Delivery of Newsletter:* Cllr Williams enquired about time frame for delivery. The clerk confirmed July or August.

**26/021: Community Council Policies:**

**a. Council and Councillor contact details:**

- i. Email for councillors:* In Cllr Evans’ absence the clerk reported her councillor email address is now up and running. The issue was a technical one. The section that said optional turned out to be mandatory. Moving forward a new email address will be requested for another councillor, and attempts will be made to set it up without the use of tech support.
- ii. E-sim for council:* Following further research the clerk has ascertained the most cost-effective way forward is to purchase a sim through a business contract, for example Tesco Business charge £8 per month on a 12-month contract. This includes unlimited messaging, a small amount of data and phone calls. If a spare phone can be sourced. Councillors felt this is a good option and gave their approval for the clerk to go ahead.
- iii. Postal address:* Discussions underway with a potential supplier. Clerk to report further.

**b. Update of Declarations of Interest:** Declarations of Interest have been received from councillors Williams, Evans and Newman and Eynon. The clerk urged councillors Carlisle and Crowther to fill them in as soon as possible.

**26/022: Councillor Clerk Training:**

- a. Councillor Training:** The Clerk reiterated the need for everyone except Cllr Evans and Cllr Carlisle to complete their Code of Conduct training. Cllr Crowther and Cllr Evans will shortly be undertaking Biodiversity training.
- b. Other Training Matters:** None Reported.

**26/023: Meetings Attended by Community Councillors/Clerk:**

- a. Councillor Meetings Attended:** None reported.
- b. Clerk Meetings Attended:** None reported.

**26/024: Correspondence Received:**

- a. Local Resident - Martletwy Play Area:** A resident has been in contact with regard mowing of the grass, and has remained in communication with the clerk, offering progress updates.
- b. One Voice Wales – Cost of Living Crisis:** The Clerk brought to the council’s attention the Cost-of-Living Crisis guides supplied by One Voice Wales. These will be forwarded to councillors for consideration, then discussion at a future meeting.

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c. One Voice Wales – Launch of Civility & Respect Pledge: One Voice Wales have launched a Civility & Respect Pledge for all town and community councils. This will be circulated among the councillors for a decision at a future meeting.

**26/025: County Councillor Report:** Cllr Clements reported business had been quiet up to the election. There have been a number of seminars, some have been relevant to the ward. Emergency Preparedness, covered the way in which communities can prepare for a major emergency, examples included a widespread energy outage, a flood or a pandemic – such as Covid. Discussions included the means by which information could be cascaded through the community from decision makers. Cllr Clements suggested the council consider this matter and put together ideas. Another current issue for many residents is the lack of suitable broadband across the area. Statistics show coverage is gradually increasing. Unfortunately, Martletwy Ward is one of the least covered, though there are several different projects underway, including Swansea City Deal and Welsh Government programmes. Properties in Minwear are specifically affected. This area is unlikely to receive fibre broadband until 2027. The county of Pembrokeshire is now up to 70% properties covered, though Martletwy is only 50%. However, it is slowly improving. The matter of the lights on 24/7 at Oakwood has also moved forward. Cllr Clements has finally been able to contact Oakwood who have stated they are dealing with the issue. Regarding Minwear Wood, there are still issues with fly tipping, as well as other nefarious activities. These matters are being monitored by the local PCSO, the county council, as well as National Resources Wales (NRW). Cllr Clements passed on her congratulations to the new leader of Pembrokeshire County Council, Cllr Tessa Hodgson, who has recently been appointed at the beginning of the new session following the national elections. It was noted that with this appointment, the leader of the council along with the leaders of each group within the council are now all represented by women.

**26/026: Date of Next Meeting:** Monday 1<sup>st</sup> June. Venue to be confirmed.

Meeting closed: 8:34pm

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