

**Minutes of an Ordinary Meeting of Martletwy Community Council
Monday 14th September 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, Cllr P Eynon

In attendance: L Lesnianski (Clerk)

Declarations of Interest: None

Public Present: None

Chairman's Welcome

26/052: Apologies Received: Cllr V Evans, Cllr A Newman; Cllr D Clements (PCC)

26/053: Minutes of the previous meeting: The minutes of the July Ordinary meeting were approved and signed by the Chair as a true record of the proceedings.

26/054: Matters arising: None

26/055: Planning:

a. Applications Received:

i. 26/0340/PA. New House Farm, Canaston Bridge, SA67 8DE

Cllr Eynon commented on the apparent lack of scale on the drawings provided, making it difficult to ascertain the scale of the building. The council voted unanimously in support.

ii. NP/26/0383/PA. Fairwinds, Landshipping, SA67 8BE.

This application had been considered electronically by councillors during the August recess.

Cllr Williams had declared an interest. All other councillors had unanimously voted to support the application and their decision was relayed to the planning authority.

b. Application Notices Received: 26/0142/PA. Baglan Farm, Martletwy. Application refused.

c. Other Planning Matters: Clerk reported on the Welsh Government investigation of Pembrokeshire County Council's revised LDP for 2017-2033. Unfamiliar with this process it had been hoped Cllr Clements could provide some background. Clerk confirmed they had spoken to Cllr Clements before the meeting who had confirmed this was essentially routine and specifically was with regard to the Nitrate issues in the county and their impact on planning.

26/056: Highway Matters

a. Previous issues raised: Having reported the overgrowth on footpath SP24/13, whatthreewords ///artichoke.empty.mini on 27th July, it was reported this had been cleared in the last few days.

b. New Issues Reported by Councillors: No new matters raised. Cllr Eynon confirmed some of the old issues were getting bigger without having been resolved.

26/057: Finances:

a. Financial Report: Clerk presented the financial report for period 28/07/26 – 31/08/2026. Opening joint balances £11,166.67 (current account £4,372.57). Payments for period total £1,863.57. Receipts for period total £9.33. Closing balance £9,312.43 (current account £2,509). Report attached. No questions raised. Report approved.

b. Invoices and Remittances:

i. Late Payment of Q2 Precept Payment by PCC: The clerk reported on the late payment of the Q2 precept amount of £4240. Pembrokeshire County Council's (PCC) payment schedule, sent

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to all town and community councils in a letter dated 4th December 2025, confirmed payment was due on 28th August 2026. When the monies had not been received by 2nd September, the clerk wrote to firstly the finance team at PCC, and also then separately to the Head of Finance & Revenue Services. The correspondence was shared with councillors. The response from the Head of Finance was not particularly satisfactory. The payment was finally paid into the community council's bank on 7th September – 10 days late. No offer of a payment covering bank interest has been forthcoming. It was noted the total sum of interest on all the late payments to town and community councils would be a not insubstantial amount. Cllr Clements is aware of what has happened and is monitoring the situation.

ii. Invoice – bench at play area: Clerk confirmed payment of invoice for bench this month.

c. Clerk Salary: The Clerk presented the July and August Salary Reports. Approved.

d. VAT Refund: The clerk confirmed the latest VAT refund application is in progress.

26/058: Community:

a. Events Planning:

i. Community Fair: The clerk reported on the positive response from stakeholders to the idea of a community information fair. So far interested parties include Dyfed Powys Community Police; One Voice Wales (OVW) Cost of Living Team; PAVS; Hope Advocacy; Pembrokeshire Digital Skills team; Mid and West Wales Fire Brigade, with some responses still outstanding.

Councillors suggested extending invitations to the Biodiversity Team at OVW and Pembrokeshire Coast National Parks – planning team and/or perhaps a ranger.

ii. Funding Opportunities: The clerk reported on the number of diverse funding opportunities available. In order to ensure applications were made appropriately, the clerk asked councillors to consider ideas for specific projects and share them with the clerk or at the next meeting.

b. Martletwy & Lawrenny Play Areas:

i. Biodiversity Package Award: Cllrs Carlisle and Crowther, along with the clerk reported on the meeting with the OVW Biodiversity Team representative at the Martletwy play area to discuss a possible package for the site. They felt the meeting had been positive and successful and are awaiting the report from OVW along with confirmation of the package available.

c. Noticeboard & Freestanding Unit: Cllrs Carlisle and Crowther confirmed the new noticeboard has been erected at Martletwy play area, along with the freestanding unit. Details of use will be shared when the unit is up and running.

d. Newsletter: The clerk confirmed publication of the newsletter has been held back to allow for the date of the community information fair to be included.

e. Lawrenny Shop: The clerk confirmed Bluestone have agreed to supply the community shop at Lawrenny with a sofa and chairs. The representative of the shop has been informed and collection is being arranged.

26/059: Community Council Governance and Policies:

a. Council and Councillor contact details:

i. Email for councillors: Cllr Crowther is still working on setting up setting up the email address. Cllr Evans is currently away and will assist on their return.

ii. Sim/phone number for council: The clerk explained in order to set up a business sim only account phone companies insist on doing a personal credit check. It was agreed this makes no sense as it is a business account. Cllr Eynon to look to see if a business sim only contract can be added to their business account.

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iii. Postal address: The clerk confirmed Lawrenny shop is nearing completion. Once everything is complete on site they will install an external post box to receive the community council mail.
b. Finance and Self Governance Toolkit: The clerk reiterated the completion of the Finance and Self Governance Toolkit was included in the Annual Report. Work on this will commence in due course.

26/060: Councillor Clerk Training:

a. Training attended by Councillors: No current training attended. Cllr Williams is to re-commence training soon and stated the session times were quite awkward as many offered evenings only. The clerk was requested to contact One Voice Wales to ask if other more flexible times could be included in the schedule.
b. Other Training Matters: None

26/061: Meetings Attended by Community Councillors/Clerk:

a. Councillor Meetings Attended: None reported.
b. Councillor Upcoming Meetings: PCC – Working Better Together – online – 15th September. Cllr Crowther or Cllr Newman to attend.

26/062: Correspondence Received:

a. One Voice Wales – National Lottery Community Fund: The clerk presented correspondence from One Voice Wales regarding the National Lottery Community Fund. It was agreed further information would be sought regarding access to the fund for community councils.

26/063: County Councillor Report: Carried forward to next meeting.

26/064: Date of Next Meeting: Monday 12th October at 7:30pm, Lawrenny Village Hall

Meeting closed: 8:18pm

Signed:.....*E Williams*..... Date:....*12/10/2026*..... Position:....*Chair*.....