

**Minutes of an Ordinary meeting of Martletwy Community Council  
held on Monday 7<sup>th</sup> March 2022 - 7.30pm at Lawrenny Village Hall**

**Present:** Jason Crowther (Chair) online partial; David Cole (Vice Chairman); Phil Davies, Victoria Evans (via Zoom), Philip Eynon; Liz Williams (Councillors); County Councillor Di Clements; Lizzie Lesnianski (Clerk)   **Apologies:** None

**CORONAVIRUS.** *All due care and attention is taken to ensure the safety of Councillors, and the public, when attending meetings in person.*

**21/115: Minutes of previous meeting:** Cllr Cole took the Chair. The minutes were taken as a true copy and signed and dated.

**21/116: Matters arising:**

*a. Community Play Areas Funding:* Cllr Davies reported he was due to meet a second prospective supplier but due to the stormy weather they had to reschedule. He will also be looking for a third company to offer an estimate. Cllr Davies confirmed he has applied for a “Chat Bench” through a funding opportunity. Clerk confirmed the Service Level Agreement team had been emailed with regard the omission of moving from the Martletwy play area. Awaiting a response.

*b. New Defibrillator:* Cllr Davies confirmed the new defibrillator was on site and awaiting installation. Confirmed hoped to be up and running next week. Both potential sponsors remain keen to offer financial support. Cllr Cole queried whether there should be a light on in the Martletwy Defib cabinet. It was agreed it should be. Cllr Cole to look into this in more detail. Cllr Davies confirmed there is a light in the cabinet of the new defib. Cllr Evans asked if this would be a good time to re-run defib/CPR training sessions. Cty Cllr Clements to oversee the organisation. Cllr Eynon confirmed training sessions can be for up to ten people at a time.

*c. Council Procedure – Recording of Meetings:* Clerk confirmed research into recording apps is ongoing Clerk hopes to have a recording app available for the April meeting.

*d. Council Complaints Procedure:* Cllr Evans confirmed work is ongoing. Clerk to request further assistance from One Voice Wales regarding dealing with anonymous enquiries or complaints.

*e. Virtual Meetings platform:* Clerk confirmed Zoom account licence for Martletwy Community Council has been purchased and is up and running.

**21/117: Planning**

*a. Applications Received:* NP/22/0106/FUL: Anchorage, Landshipping, Narberth, SA67 8HE. Councillors discussed NP/22/0106/FUL (emailed to them upon receipt). Cllr Eynon queried whether the demolition of the existing garage and extension of new lounge will in the fullness of time simply require the building of a new garage to replace the one used for the extension. It was agreed this should be mentioned in the response to PCNP. Decision: Councillors unanimously had no objections to the application.

*b. Application Notices Received:* None received.

*c. Other Planning Matters:*

*i. Monitoring:*

*Martletwy site:* Cty Cllr Clements confirmed receipt of an email from the Local Planning Authority. They had undertaken a site visit. The site is currently in breach, and PCC are now awaiting a response from the landowner before deciding how to proceed. Cllr Davies expressed his concern with regard to the current situation with the planning department. Cty Cllr Clements confirmed there are things in the pipeline that it is hoped will improve the situation.

*ii. Planning Queries Outstanding:* Cllr Davies reported he had been through previous minutes to see if there were many queries raised with the Local Planning Authority that remain outstanding. He thinks there are 6 that have not been dealt with. He has a list and will contact PCC to discuss. Cty Cllr Clements to be copied into any correspondence.

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*iii. Caravan / Camping Sites:* Clerk confirmed an email had been sent to the Planning Department at PCC with regard the issues raised in the last meeting. No response received to date. Cllr Davies confirmed he had also contacted PCC and they had confirmed they were struggling to enforce.

*iv. Letter from Community Council to Member of the Senedd:* Clerk confirmed correspondence with Sam Kurtz MS. He is looking into the matters raised regarding planning. Clerk is awaiting a response.

**21/118: Highway Matters**

*a. Matters Reported:*

*i. Long Course Weekend – 1<sup>st</sup>/3<sup>rd</sup> July:* Clerk confirmed to all the road closures for the Long Course Weekend (LCW). It was agreed to put links to maps on social media. Councillors to keep in mind to share where appropriate. Clerk to forward to other interested parties in the area.

*ii. Clerk report:* PCC road maintenance response to enquiry regarding the metal plate covering the culvert on way down to Lawrenny Ferry. Their response is “Gang has checked the metal plate and cannot see any issues with it moving or sticking up. I’m hoping to get a gang there to replace the damaged stone culvert with a new pipe. Waiting for Engineering Works to let me know when they are able to carry out the work. Local beat gang will check the plate weekly.” Cllr Eynon confirmed PCC had placed cones to make it more visible.

*iii. Councillors Reports:*

Cllr Eynon reported his concerns regarding the state of the road signs in general. They are very dirty and need cleaning. Clerk to report.

Cllr Eynon also reported a pothole by small Mill Bridge on the carriageway and the depression on Garron Hill has got much worse and is getting bigger.

It was also noted the Landshipping Noticeboard was destroyed in the recent storm. Cllr Crowther and Cole to work on repairs.

*b. Litter Signs:* Location of signs discussed. Cllr Evans suggested they would be best placed near to junctions. Cllr Eynon suggested locating them at Top Cross. Cty Cllr Clements suggested Lawrenny. Cllr Davies suggested replacing small signs with the new larger one version and to use small signs in specifically targeted areas such as at the play areas where the public would be able to see them more clearly.

*c. Dog Fouling:* Clerk read out response from Pembrokeshire County Council. Key points in the response are dog fouling is an offence and a person in control of a dog who fails to remove fouling forthwith, is guilty of an offence and can be subject to the service of a fixed penalty ticket; an enforcement team was in operation prior to the pandemic. This team was procured on a contract arrangement and the terms of the contract expired during the pandemic, tenders were again sought, but no suitable application was received; Council are now seeking to look at options as to how this role can be carried out utilising internal resource; the enforcement aspect of the Dog Control Service was removed from the team and put into place within the Environment section of the County Council as wider enforcement was also carried out beyond dog fouling alone and as such a bespoke team was created; following ongoing resource reductions for the past decade or so, the Dog Control service was also reduced in number from 3 FTE Wardens to 1.8 FTE Wardens and as such, there was no capacity to look at effective enforcement or even support the new team of enforcement officers. Cllrs discussed the points raised. Cllr Evans questioned whether it would be possible to put up dog fouling signs. Cty Cllr Clements explained the Community Council had chosen to have litter only signs, and she will investigate the cost of purchasing dog fouling signs direct from the internet.

**21/119: Finances:**

*a. Quarterly Financial Report:* Clerk presented Quarterly Financial Report period ending 28/02/2022.

*b. Quarterly Clerk Salary Report:* Clerk presented Quarterly Clerk Salary Report outlining quarterly salary, HMRC element and other costs. Unanimously approved.

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*c. Audit Fee Scheme:* Clerk presented Wales Audit Office Audit Fee Scheme.

*d. Nat West Bank:* Cllr Cole reported all ID's have now been presented and accepted by the bank. The mandate is with the bank and hopefully will be approved shortly.

*e. Invoices for Payment:* Clerk presented invoices as follows:

- i. One Voice Wales – Training Invoice – approved last month
- ii. Lawrenny Village Hall – Meeting Venue - £80. Unanimously approved. Cheque issued.
- iii. Defibrillator – £1780.80. Previously approved. Paid for by Cllr Davies – cheque issued Cllr Davies
- iv. Zoom licence: £143.88 paid by Clerk. Cheque issued to Clerk.

**21/120: Local Authority Elections May 2022**

Clerk presented and distributed the nomination forms for the upcoming Local Authority Elections to be held on 5<sup>th</sup> May 2022. Clerk confirmed available to assist with filling in forms if required. Clerk suggested forms be returned to her for delivery to Pembrokeshire County Council at County Hall. Cut off date is 5<sup>th</sup> April. Clerk recommended completing/delivering forms prior to that date.

**21/121: Councillor/Clerk Training:**

*i. One Voice Wales Training:* Cllr Evans confirmed to Cllr Williams the training sessions to date she had found useful. Cllr Williams to look at dates and confirm which she would like to attend.

*ii. Planning Aid Wales:* Clerk suggested Cllrs Evans & Williams were signed up for the online planning portal. It was suggested remaining Cllrs could also sign up for refresher. All agreed.

**21/122: Meetings Attended by Community Councillors/Clerk:**

- i. Cllr Davies reported he had met with the local PCSO at her session at Lawrenny Village Shop. They had a useful conversation and the PCSO will ensure we are added to her communications list.
- ii. Cty Cllr Clements reported on Good Neighbours and the crossover of offered services with the community initiative set up by Cllr Williams. It was discussed whether the two could be intertwined and volunteers from GN could be used in the community initiative. Cty Cllr Clements confirmed she had sought advice from the local authority as to whether they could be amalgamated. It was suggested the Community Council would have to take on the financial aspects of the Lunch Club and keep a separate bank account for it. Cty Cllr Clements will send Clerk emails regarding the financial arrangements and the opening and transferring of bank accounts.

**21/123: Correspondence Received:**

*a. Royal British Legion – Queens Platinum Jubilee:* Clerk presented correspondence from the RBL with regard the supply of celebratory paraphernalia for organised Platinum Jubilee celebrations.

*b. One Voice Wales – Big Jubilee Lunch:* Clerk presented information regarding the Big Jubilee Lunch initiative. It was agreed Clerk would forward to Lawrenny Cricket Club for their information as it might be helpful. When the full pack arrives will try to upload to social media. Council were reminded of the lighting of the Beacon on 2<sup>nd</sup> June, which will remain a private event.

*c. Pride In Pembrokeshire Awards:* Discussion of possible nominations. Councillors to follow up.

**21/124: Communication:** None received.

**21/125: Date of Next Meeting.** Monday 4<sup>th</sup> April 2022 at 7.30pm. Venue: Lawrenny Village Hall.

Meeting declared closed at 21.32

Signed:  Date: 4/4/2022