

Minutes of the Meeting of Marloes & St. Brides Community Council held on  
Wednesday 15<sup>th</sup> February 2017 at Marloes Village Hall

Present:- Cllr. S. Burnett, together with Cllrs. C. Jessop, P. Smithies, W. Richards,  
L.Beal and S. Twidale

- Mrs. Y. C. Evans - Clerk to the Council
- County Cllr. R. Owens

1) Minutes - The minutes of the January meeting having been circulated to members, were approved, on the proposal of Cllr. Twidale, seconded by Cllr. Jessop

2) Matters Arising

- a) Police Matters – No issues identified.
- b) County Council – Highways.

Response now received as follows:-

Bushford Cottage – the gully near the entrance to Bushford Cottage is approx. 15mm. below the level of the road to accommodate for the surface water.

Sandy Hill – due to the regular use of the road by agricultural traffic the drains in the area get filled with mud and silt quite quickly. Beat gang are aware of this and try to attend to clean them on a regular basis. Glebe Lane – the reoccurring pothole is due to the regular heavy traffic using the building site. Mullock Culvert – matter has been passed on to the Paul Mathias in the Bridges Section. Marloes Quarry – opposite the entrance to the quarry the stream running adjacent to the road is unable to undermine it as a small concrete wall has been constructed to prevent this.

Cllr. Owens was advised that there is road surface damage in the Glebe Lane, not just a pothole. Outstanding matters are the St. Brides sign to be replaced at the Mullock junction, St. Brides toilet lights are on all night; parking issues at Gaylane Terrace, and the request for a 20mph through Marloes Village. Noted that a water leak had been repaired at the entrance to the village, and a section of water main had been renewed near the new estate.

- c) Clock Tower/St Brides Castle – The meeting was advised that Mrs. Rees has retired as Manager, and from the 13<sup>th</sup> February, Mr. Paul Graham is the Manager. Cllr. Richards will call to meet him, and then request a copy of a recent newsletter. Noted that a defibrillator will be provided at the Castle by Holiday Property Bond, and that a staff member will continue to check the

- public defibrillator at St. Brides toilets.
- d) Phone/Broadband Issues – no progress locally. Cllr. Richards advised that the service in St. Brides is poor. The Green Box has not been enabled as yet.
  - e) Marloes Leaflet – The exhibition had been well attended. The Marloes Leaflet is available locally. It is hoped to have a “pdf” version in the near future. Planning for a St. Brides leaflet will start later this year.
  - f) Summer Play provision – E-mails from Purple Routes have been forwarded to Mr. Mark Burton.
  - g) IRPW Consultation – no action required.
  - h) St. Brides Phone Box – Out of action – Clerk to follow up with BT.
  - i) Members Declarations – Clerk to contact Claire Jones, PCC this month.
  - j) Beacon Lighting – Cllr. Jessop to arrange contact with the field owner this month.
  - k) Pembs Area Committee, One Voice Wales – Clerk reported verbally on this meeting. She had particularly raised the issue of the Audit Fee. Next meeting on the 25<sup>th</sup> April at County Hall.
  - l) Dyfed Powys Fire Brigade – Agreed that this Council will make contact when they have an issue to raise.
  - m) Burial Ground – Clerk advised that the Church Parochial Church Council will be writing to the Representative Body of the Church in Wales on this matter.
  - n) Pension/Auto Enrolment – Cllr. Burnett advised that she is checking whether this scheme would apply to Mrs. Evans. Noted.

### 3. Community Issues

- a) Community Recreation Area/Play Area – Mr. Burton has been advised that £100 will be forwarded in the new financial year. Members agreed to support Mr. Burton with the fund-raising efforts.
- b) Community Council Elections, May 4<sup>th</sup> – The meeting was advised that three members will not be standing in May. Clerk to raise the issue in the Peninsula Papers report. Noted that it will also be election day for the County Council.
- c) Clock Silencing – The Clerk read out a letter dated the 2<sup>nd</sup> February requested the usual silencing of the Clock from May 15<sup>th</sup> to September 15<sup>th</sup>, 12 midnight to 5pm inclusive, and it was agreed that this should be approved. However, Mr. & Mrs. Almond were also asking for the clock to be silenced from 13<sup>th</sup> April to the 2<sup>nd</sup> May to avoid disturbing guests over the Easter holiday period. After discussion, it was agreed, that in light of the local concern expressed previously on this matter the Council would not agree to a further silencing from 13<sup>th</sup> April 2017 to 2<sup>nd</sup> May 2017.
- d) Footpath PP62/4 – Bridleway - section from the end of North/School Lane towards Skokholm Back cottage. The Clerk advised she had

received a query about this part of the path. The hedge had been cleared of all vegetation recently – daffodils are about to flower. Members noted that it is still possible to use the path, although rutted in places because of the wet weather. No action needed at present.

#### 4) Correspondence

##### a) E-Mail Letters– See list below.

18/01/17 – OVW – Trade Union Bill consultation.

20/01/17 – PCC – Housing for the 21<sup>st</sup> Century.

23/01/17 – Dale CC – Clerk had received copies of a specimen Audit letter, and a revised one as used by the Clerk for their Internal Auditor.

23/01/17 – Welsh Govt. - Town & Community Council Survey – pass to Cllr. Sandra Burnett.

25/01/17 – OVW – School Governance Consultation

26/01/17 – R. Royle – Advised that EZEE is the new server for the Website, and the annual fee is £30. The changeover has been managed without any problems. Noted.

26/01/17 – OVW – January Bulletin

26/01/17 – PCC (Holly Pretious) - Newgale A487 Road consultation.

27/01/17 – OVW – Innovative Practice National Awards 2017.

27/01/17 – OVW – Third Sector Investment

27/01/17 & 15/02/17 – OVW – Programme 2017 – 1<sup>st</sup> World War

27/01/17 – OVW – Wales Audit Office Newsletter – Clerk to review.

31/01/17 - OVW – The Welsh Govt. Marine & Fisheries Stakeholder Survey.

31/01/17 -OVW – Press Release – Community Councils to improve financial management & governance.

02/02/17 – OVW – White Paper - “ Reforming Local Govt: Resilient & Renewed.

02/02/17 – PCC – Consultation on local connection to P'shire for allocated housing – respond by 17/03/17.

06/02/17 – OVW – The Ombudsman's Casebook – Issue 27.

07/02/17 – PCC (Kane Thomas) – RoWIP - Rights of Way Improvement Plan – about to start a review.

08/02/17 – OVW – Welsh Tree Charter Survey – to circulate to Cllr. Jessop.

13/02/17 – PCC – Elections on 04/05/17 – Clerks to attend a briefing meeting if possible.

13/02/17 – OVW – Webinair, 27/02/17 – Financial Management & Governance in Community & Town Councils. Clerk to pass contact details to Cllr. Burnett.

b) Other Correspondence

- a) Paul Davies AM – 2017 Surgeries – Clerk to ask Mr. Davies if he would be available to visit the Council on Monday 10<sup>th</sup> April. The meeting could start at 6.30pm and the session with Mr. Davies to finish at 8pm, with the normal business meeting to follow. Items under discussion to include the Audit Fee, the work of the Marine Conservation Zone, and general matters.
- b) Advert – Broxap , Spring 2017 – Litter & Recycling Bins.

5) Planning Matters

- a) NP/16/0633/FUL – Refurbishment of existing cattle barn to form garden room, study and WC (Retrospective) – NP/12/0179 (original application). Cllrs Smithies & Jessop reported on their attendance at the PCNP Development Committee. Cllr. Smithies had read out a statement, agreed after discussion with Cllr. Jessop on consideration of the information on file. County Cllr. Reg Owens had spoken strongly in support of the Community Council. He had also advised the Committee that their Monitoring Officer had been involved, following an administrative delay in responding to concerns raised by the Community Council early last year. Reports had appeared in the local press. A site meeting is to be held at Square Farm on the 27<sup>th</sup> February. Clerk to request permission for members of the Council to attend, and enquire if they would be able to speak on the day.
- b) NP/15/0649/CLE – No decision on the appeal received as yet.
- c) Place Plans – E-mail from the Council has been passed to Martina Dunn.
- e) NP/16/0687/NMA – The Green, Marloes (now called Limenaraki) – Approval of Non Material Amendment received dated 21/12/16. Noted.
- f) Dev. Plans – Community & Town Council Workshops to be held this month. The one for this area will be held on the 14<sup>th</sup> February, from 2-4pm. Noted.
- f) NP/17/0024/LBA – Addition of 5 Roof Lights to Cranford House, St. Brides – 3 to the west, and 2 to the east. Members considered the plans for this listed building. It was felt that the use of conservation grade skylights was highly appropriate, and that their siting on the two roofs should not detract from the building. The roof lights would not be readily visible, and apart from the Church there are no near neighbours.
- g) NP/17/0049/FUL – Demolition of attached garage and rear single storey extension. Construction of single storey extension to north west elevation and one and a half storey extension to rear elevation. Installation of roof lights. Wood Cottage, St. Brides. Members reviewed the planning application. It was agreed that would be a sympathetic conversion of an older dwelling. Clerk to suggest that in addition to the roof lights there is an opportunity for solar collections on the new extension with the south facing roof.

## 6) Financial Matters

- a) Clock Tower – Painting of the Louvres – Cllr. Smithies has spoken to Mr. Howells about the quotation for painting the Louvres. The latter does not consider that he could reduce the price without compromising the specification. Cllr. Smithies had spoken to Rob Scourfield (PCNP officer) who advises on Listed Buildings. He said that at times the Park can help with projects. It was agreed that the Chairman, Cllr. Burnett write to the Chief Executive on this matter. The Clerk reminded the meeting that earlier last year, an offer was received from regular visitors to assist financially with this project.
- b) Lloyds Bank – Bank Statements received.
- c) Audit 2015/16 – The Clerk referred to the response that had been received with regards to their letter on the Audit Fee from the Wales Audit Office. Paul Davies, AM had also received a letter from Mark Drayford, Minister that was particularly discouraging, suggesting that to achieve a no cost outcome for the Government that smaller Councils should pay a larger share towards the fees. After discussion, it was agreed that to avoid having an unpaid invoice at the end of the financial year that the £141 fee is paid to the Wales Audit Office (letter of protest to be included) – proposed by Cllr. Richards, seconded by Cllr. Burnett. Cllr. Smithies asked that his abstention be recorded. The Clerk to write further to One Voice Wales and to Paul Davies pressing for action to lower fees for smaller councils.
- d) Smiths of Derby – Cllr. Smithies advised that he had spoken to Smiths of Derby about bi-annual maintenance contracts. The firm have reluctantly agreed to this being undertaken, as the Clock Tower is situated in an exposed area. However the Council would have to agree to a fixed fee of £200 for an emergency call-out, and that the bi-annual fee would be larger than now. Cllr. Smithies was instructed to accept this offer, and request that the firm put this in writing. It was agreed, that if there was any doubt that the performance of the clock mechanism was being affected by this arrangement, that the Council would revert to annual services.
- d) Clock Tower/ Clock Mechanism Insurance – The NFU had invoiced the Council for £201.30 as the premium for this year. Cllr. Smithies had discussed this with the NFU officer, and a reduction to £193.25 had been agreed. This payment was approved on the proposal of Cllr. Burnett, seconded by Cllr. Jessop. Clerk to arrange a transfer between accounts. Clerk to check with AON whether the main Council insurance covered for the public access to the Tower in the summer months. If not, then the NFU would quote for this cover.

- e) Wayleave Payment – Noted that £3.48p had been received from Western Power in respect of a biannual payment for Wayleave for cables running under the Village Green.
- f) One Voice Wales – Membership 2017/18 – Clerk to bring this forward next month.
- g) Charity Appeals were received from Tenovus Cancer Care, Pembs Federation of Young Farmers and from Kidney Wales in respect of their Walk for Life on 22/23rd April. Noted.
- h) Financial Officer - Mrs Evans suggested that it may be helpful if this part of her role as Clerk was undertaken by someone else, so that person could concentrate on the audit requirements. Members agreed to give this idea further consideration, and to be discussed at a future meeting.
- I) Risk Assessment – Noted that this will need to be reviewed next month.

## 7) Urgent Matters

- a) Black Bridge Power station, Near Milford Haven – Cllr. Jessop advised that anyone concerned about this proposal can make representation directly to the Welsh Government.
- b) Road Improvements – Cllr. Owens advised that there will be a road closure in Dale shortly to enable culvert repairs to be undertaken. Later in the year, there will be a scheme to widen the carriageway at the top of Herbrandston Hill – a short section only. Members agreed that this latter improvement would be very welcome to motorists from this community.
- c) Coastlands C. P. School – Mrs. Evans advised that recently a permanent Headteacher had been appointed to start on the 1<sup>st</sup> September 2017

There being no other business, the Chairman closed the meeting, The next meeting is to be held on Monday 13<sup>th</sup> March 2017, when the draft minutes will be submitted for approval.