

# Cyngor Cymuned Llandudoch

## St. Dogmaels Community Council

*Minutes of the Ordinary meeting of the Council which took place at 7pm 26<sup>th</sup> January 2017 at Y Neuadd Goffa, Maeshyfyd, St. Dogmaels*

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*Present:* Cllrs J Martin, F Coates, J Hutchings, G Wislocka

CC M James

Clerk

Members of the public: 1

Open session for members of the public to raise any matters of relevance to the Community 7.00 - 7.15

Ms Sally Davies, Water Street, updated on the current situation with regard to the installation of a flood gate on the footpath adjacent her property. She advised that she was still waiting for input from County Footpaths officers. CC M James requested a copy of information pertaining to the proposed flood gate.

Ms Davies was thanked and left the meeting.

In the absence of the Chairman the Vice-Chairman took the meeting.

### **1. Apologies for Absence / Ymddiheuriadau am absenoldeb**

Apologies had been received from Cllrs Sandra Brown, Lucy Lewis, Melrose Thomas and Roger Caygill.

### **2. Declarations of Interest**

The Clerk reminded Cllrs of the need to give careful consideration to declarations of interest which not only related to family members but close friends, employment and groups and organisations Cllrs might be a member of or represent.

### **3. Confirmation of Order of the Agenda** and identification of any items that might be resolved for confidential session

As CC Mike James was still recovering from recent surgery it was agreed by all to bring forward his report and planning matters so that he could leave the meeting early.

CC M James advised that work on the culvert at Pencnwc would start before the end of March 17 and would be completed early in the new financial year.

He advised that the Halcrow landslip report would be available in the next few weeks. It would contain their recommendations with regard to downsizing the inspection criteria for the landslip site. The Community Council requested that it have an opportunity to make an input on the recommendations. It also asked that its' 2016 letter with regard to the 2016 report be answered.

ACTION: Follow up BY: CC M James

CC M James also said that the County Council had undertaken one traffic count and he would try to obtain the dates for the second count to take place at a busier time of year.

He advised that no planning application had been made for works at 32 The Moorings. He was asked if he would enquire, with County officers if, it was being done under permitted rights.

ACTION: Follow up BY: CC M James

He advised that the planning application in Church Lane had been passed, however Planning Officers would liaise with local residents with regard to boundary lines. He was concerned about congestion on the High Street when works started in Church Lane and also at Ty Rhedyn should that permission be given. The Community Council expressed concerns with regard to possible damage, by heavy equipment, to the road surface and drains in Church Lane and supported the County Cllr's concern with regard to congestion. It was agreed that the County Cllr compose an e-mail to the Highways Dept expressing these concerns which, if cc'ed in, the Community Council would support.

ACTION: Compose email BY: CC M James

He advised that the wall in the football field had now been lowered to a safe height and that fencing works were to be finished. He noted the request for the pedestrian gates to the field to be self-closing.

Concern had been raised about flooding adjacent to what appeared to be land drains by Bumblebee Cottage in Alexandra Gardens. The Clerk had visited the site but advised it was water lying between the drains, however if the water flowed onto the surfaced footpath it might well be a slip hazard. CC M James asked that the Clerk forwarded copies of the photographs she had taken and he would take the matter up with Pembs CC.

ACTION: Forward photos BY: Clerk

The Clerk advised that Ceredigion County Council had responded favourably to the offer to deal with Japanese Knotweed at Penparc tip. Further information was to be gathered and the Clerk would liaise with Cllr G Wislocka. CC M James asked to be kept advised of progress.

#### **Planning / Ceisiadau Cynllunio**

16/1029/PA 16/1020/LB Ty Rhedyn, High Street, new garden room extension to rear and reforming of existing garden terrace, patio and boundary retaining wall.

Following discussion the Community Council agreed to support the application but asked that CC M James raise concerns, with County Highways, with regard to possible congestion on the High Street if works were to go ahead.

16/1001/PA Panteg, St Dogmaels Road Erection of 4 shepherd huts for holiday letting and the erection of a steel framed building for the restoration and construction of shepherd huts.

St Dogmaels Community Council did not support this application. The Council was concerned with the vehicle access onto what was known to be a dangerous stretch of road with limited visibility. The additional traffic movements associated with the 4 sets of holiday accommodation was not considered acceptable given the current access onto a section of road which was, to all intents and purposes, 'blind' in both directions from the property.

The Council was concerned that the applicant had appeared to make no reference to the necessary infrastructure such as toilets and washing facilities etc associated with the development. Whilst there was a passing reference in one of the accompanying letters from another agency the Council felt it was essential that this issue be addressed.

The Council was also concerned that there appeared to be no provision for storage of 'domestic' type waste whilst awaiting collection by the refuse dept. The Council requested that a vermin proof area be provided in which refuse and recycling bags and containers could be stored whilst awaiting collection.

*CC M James left the meeting*

#### **4. Confirmation of Minutes of 12.01.17**

Cllr J Hutchings proposed that the minutes be accepted as a true record, seconded Cllr F Coates, carried unanimously.

#### **5. Finance & Administration / Cyllid a Gweinyddu**

<b>payee</b>	<b>For</b>	<b>Bank</b>
Mrs G Wislocka	Land registry search	21.00
S Houghton	Salary Jan	621.60
S Houghton	Home office Jan	25.00

HMRC	Tax Jan	18.40
Mrs Gill Wislocka	Photocopying	42.55

Proposed: Cllr J Hutchings, seconded Cllr F Coates carried with Cllr G Wislocka abstaining.

#### *Signatories*

Whilst the Clerk stressed that there was no requirement for Cllrs, who were signatories to the account, to advise if they were not standing for the coming elections, if they did, it would help to ensure that the Council had enough signatories on the account at the May meeting.

#### *Casual Vacancies*

Pembs CC had confirmed that whilst the Community Council could co-opt members to fill the two vacancies no 'mid-term' election would be called as the second vacancy fell within 6 months of the scheduled LGA elections. The Clerk advised that she had advertised the vacancies.

The Vice-Chairman had noted the booklet produced electronically by One Voice Wales about becoming a Cllr and wondered if it could be obtained as hard copy.

ACTION: Contact OVW BY: Clerk

#### *Capital purchase: litter pickers – junior*

The Clerk apologised as she had not costed the items.

ACTION: February agenda item BY: Clerk

#### *Internal Auditor*

It was agreed by all to ask Mrs J Jamison to undertake the internal audit for the 16/17 financial year.

ACTION: Contact Mrs Jamison BY: Clerk

#### *Governor, Ysgol Llandudoch*

Although Cllr E Rees, the current Governor, was not present at the meeting it was agreed to ask if he would stand again.

ACTION: Contact Cllr E Rees and follow up BY: Clerk

#### *Pension*

The Clerk had attended OVW Pensions training which highlighted areas specific to Councils. She had found it very helpful and informative. In the absence of the Chairman, the Vice-Chairman signed a letter to Clerk re the pension scheme.

#### *Website*

The Clerk advised that, thanks to help from Cllr J Hutchings, the re-vamp of the website was now in progress. She was looking at the Council area of the site and Cllr J Hutchings had kindly agreed to take look at the community areas of the site.

#### *OVW Training survey*

It was generally agreed that to prioritise training requirements was extremely difficult, especially so close to an election where Cllrs needs might differ from those who had stood previously.

### **6. Working Party Reports**

Traffic working party – waiting for responses from PCC.

### **7. Village Amenities / Mwynderau**

#### *Alexandra Gardens*

It was agreed, as the scheme had been very successful on previous visits, to book two Purple Routes Play Scheme sessions. (£85 for 2 hour session.)

ACTION: Book sessions BY: Clerk

#### *War Memorial*

Anzac Day service 25.4.17

Cllr J Hutchings agreed to get further information from Mr A Walters as to the running of the service.

#### *Playground*

Metalwork: Cllr R Caygill was no longer in a position to get the metalwork powder coated.

ACTION: Find local company and get quote BY: Clerk

## **8. Highways and Public Rights of Way / Hawliau Tramwy Cyhoeddus**

### *Cei Bach*

Cllr G Wislocka said that a date for the public inquiry had now been set at 23 – 25 May 2017. The inspector had provided a detailed timetable of events and submissions required. She would work on the Council's submission. The Clerk requested that the Council give permission for Council members (and staff if required) to attend/speak at the public inquiry in support of the Council's case if asked to do so. It was noted that as long as it was not a legal requirement Cllr's participation at the Inquiry was voluntary. This was carried unanimously.

Cllr G Wislocka thanked Cllr F Coates for spending many hours reading through old minutes to find references to Cei Bach.

## **9. Police**

Nothing was brought forward.

## **10. Events / Digwyddiadau**

### *Remembrance Day*

It was agreed to form a working party to review arrangements for 2017.

### *Christmas lights/switch on*

It was agreed that the switch on had gone very smoothly and that the event would take place on the first Sunday of December in 2017. Cllr J Hutchings agreed to look at possible entertainments for the 2017 switch on. It was noted that the tree had been very successfully lighted by this year's contractors.

### *Christmas Luncheon*

The meal had been very much enjoyed and the School and Mr J Waters were thanked for their help at the event. It was queried if this year, instead of providing a bar, diners could bring their own drinks.

### *Tree shredding*

The Clerk had been unable to attend but the event had gone ahead as planned.

## **11. Meeting Reports / Adroddiad**

Cllr J Hutchings advised that there would be a Village Show meeting on Feb 7<sup>th</sup>. She was concerned that if enough volunteers did not come forward the show would not go ahead in 2017.

## **12. Correspondence / Gohebiaeth (to include consultation documents not covered under any other heading)**

### *School Governor*

The Community Council did not support the proposal to withdraw the right of Town and Community Councils to nominate an Additional Community Governor. The proposal, would, in the view of the Community Council, split the link with the school and sections of the wider community. It was agreed that the School contributed greatly to providing a vibrant community with strong links to the Welsh language, local culture and heritage. These values were practiced within the school and reflected in the many community events the School was involved in. Even with its somewhat limited powers, St Dogmaels Community Council contributed financially to the school to enable it to undertake some of these events and projects. To achieve this, the Community Council worked closely with staff and members of the School Council, who regularly attend Community Council meetings to offer reports and information on school activities. The additional contact between the Community Council through the Community Cllr appointed to the Board of Governors allowed an additional direct line of contact and flow of information which would not be otherwise possible. Removal of this link would impact on the Community Council's understanding of the needs of and wider community benefits of its' local school.

### *Rural Facilities Survey*

The Clerk would complete what she could and ask for further information as necessary.

### *Community and Town Councils Survey 2017 – Service and Asset Management (closing 30<sup>th</sup> March)*

Clerk to complete.

OVW Pembrokeshire Area Committee agenda and minutes - noted

PAVs newsletter - noted

## **13. Cllrs Exchange of Information / Cyfnewid Gwybodaeth**

Cllr F Coates had recently attended a meeting of the Cardigan Hospital League of Friends. He said that the meeting had been held at the hospital with staff members present which was much welcomed by the group. Money had been donated to provide chairs to allow easier treatment of ulcerated legs and he also noted the innovative scheme running in Ceredigion which provided 260 'medical' bed places staffed by nurses in various locations within the community. He understood it to be the first scheme of this

type in the country. Pembrokeshire did not offer this service.

The Vice-Chairman presented a letter of thanks from the School for grant funding. The monies would go towards a whole school reading scheme.

Cllr Coates noted that the Council meeting had been moved from its usual room in the Memorial Hall at short notice. The group that had come in had allowed children in the kitchen whilst cooking was taking place and their mini bus had been parking in such a way as to block all the disabled parking bays. The Vice-Chairman and Cllr J Hutchings agreed to bring the matter up with the Hall Committee.

**14. Date of Next Meeting – 23.02.17**

*There being no further business to discuss the meeting closed at 9.03pm*