

# Cyngor Cymuned Llandudoch

## St. Dogmaels Community Council

*Minutes of the Ordinary meeting of the Council which took place on 25<sup>th</sup> October 2018 at Y Neuadd Goffa, Maeshyfyd, St. Dogmaels*

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*Present:* Jo Hutchings, Chairman/Cadeirydd. Jonathan Martin, Tony Dyer, Fraser Coates, Lucy Lewis, Melrose Thomas, Gill Wislocka, Beryl Rees, Phil Hutchings

CC M James

Clerk

Members of public/Organisations etc: Mr P White, Pilot Street. Ms Caroline Wilson, Green Dragon Buses

Members of the press: 1

***Supporting documents can be found at [stdogmaels.org](http://stdogmaels.org)***

Open session for members of the public to raise any matters of relevance to the Community 7.00 - 7.15. In the event there are no members of the public present the meeting will start at 7pm prompt.

Mr P White expressed concern that he had not received a response with regard to the verge in Pilot Street which appeared to have been included in the planning application at Green Meadow. CC M James explained that he had made the concern know to the Head of Service but had yet to receive an answer. The Clerk had spoken with the Estate Agents selling the land on behalf of Chalcroft. The agent had subsequently amended the description on its' website. It was noted that planning could be granted to anyone, it was not limited to the landowner.

**ACTION:** It was agreed that the Clerk write of PCC Chief Exec seeking clarification on the matter.

Ms Caroline Wilson, Green Dragon Buses, gave a detailed account of the Green Dragon Bus service and how it was run and funded. The service in the St Dogmaels area ran three days a week with an extra service for the Thursday Luncheon Club at the Memorial Hall. The service was open to all at the cost of a small (£5) registration fee and fare. Those with a suitable travel pass could use the pass. It was agreed that the Council would post details of the service on its' website and the details would also be added to the village FB page. It might be possible for the Council, in future years, to grant fund although the Clerk might have to take advice.

Ms Wilson was thanked for her time. She left the meeting.

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

Apologise were received from Cllr L Lewis.

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

Cllrs J Hutchings, P Hutchings, J Martin and M Thomas declared a personal interest in budget matters pertaining the Memorial Hall.

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

*Items for Confidential:*

Parking as it related to individuals etc

Some areas of quotations if required as further information may need to be sought

### **4. Confirmation of Minutes of 27.09.18**

Cllr G Wislocka proposed that the minutes be declared as a true record. Seconded Cllr F Coates, carried unanimously.

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

*To acknowledge the resignation of Ms C Kuhlmann*

It was agreed that the Council write a letter of thanks to Ms Kuhlmann for her time on the Council.

*To elect a Vice – Chair*

It was agreed to defer the matter to the meeting on November 22<sup>nd</sup>.

## Payments

	<b>payee</b>	<b>For</b>	<b>Bank</b>	
25.10.18	Mr E Brown	Grass cutting	331.20	
	Cllr P Hutchings	Safety fencing	182.95	
	SSE	Unmetered supply Christmas lights	5.97	
	G Wislocka	Ink for specific projects and chemical suits	19.54	
	C Khulmann	Cllrs Allowance	60.00	
	S Davies	Salary	778.77	
	HMRC		76.30	
	S Davies	Home office (25)	25.00	
	P Hutchings	Purchase of Christmas tree lights	414.84	(held for invoice)
	J Hutchings	Baskets for Christmas prizes	12.00	

Festive Lights: 16ft tree 15 x 10metre lengths of multi coloured lights. Cost of lights £374.85 including VAT

Large power pack 39.99 including VAT

Total including VAT: 414.84

Cllr P Hutchings willing to order over phone and reclaim as expenses.

Rain gauge about £15 plus postage

Cllr J Martin proposed that payments and purchases be approved. Second Cllr M Thomas, carried unanimously.

## Budget 2019 / 2020

To include grass/ground maintenance quotes

Following discussion it was agreed unanimously to appoint Mr E Brown as the contractor for 2019/20.

ACTION: Contact all applicants BY: Clerk

The Clerk ran briefly through the budget figures advising that full discussion would take place at an extra ordinary meeting, apart from fees for the Clerk's training, which would need to be approved asap if she were to try to obtain a place on the course starting in 2019. It was agreed to look at storage options including the possibility of placing a shipping container on land owned by the Memorial Hall with an appropriate sharing agreement in place.

## Clerk's Training

Finance for Clerk's training needed to be approved as soon as possible if the Clerk were to get a place on the Community Governance Course in 2019. The first fee would fall into the 18/19 budget year and would be paid from reserves. Following brief discussion Cllr P Hutchings proposed that the Council agree to fund the tuition fees for the two year part time course, in total £5880, whilst the Clerk would cover the hours from her own time (noting the comment re impact on hours for residential courses and travel time for residential courses). Seconded Cllr J Martin, carried unanimously.

It was agreed to hold the extra ordinary meeting for the budget on Wednesday, 14<sup>th</sup> November.

## Storage – see budget

## Grant funding

It had been queried if the proposed form would put some village groups off applying. Given this concern it was agreed that the Chair, Cllr M Thomas and Clerk would review the form prior to it being translated and produced.

ACTION: Review form BY: Chair, Cllr M Thomas and Clerk

## Flag - Moorings

It was agreed to refly the flag despite the damage. A new flag would be purchased in time for St David's Day.

## 6. Planning / Ceisiadau Cynllunio

18/0736/PA Proposal: Variation to condition 2 (approved plans) of planning permission 16/0755/PA Site Address: Cwtch, Church Lane, ST DOGMAELS, Cardigan, Pembrokeshire, SA43 3E

St Dogmaels Community Council was unclear from the plans if the proposal to retain one of the existing garages on site would impact on access and the availability of on-site parking / turning.  
Should the proposed variation in any way impact on access or reduce on-site parking and turning the Council would not support the application.

Planning documents can be found  
at:<http://planning.pembrokeshire.gov.uk/swiftlg/apas/run/WCHVARYLOGIN.display?langid=1>

#### **7. County Cllr's Report**

Circulated prior to the meeting.

CC M James advised that plans for road signage and a crossing point at Poppit has been sent to PCNP and that the police would be consulted about a possible 40mph limit between the village and Poppit. Western Power was to move a pole and put the services underground. It was queried if the pole in the High St might be removed and services buried at the same time. He advised that the war memorial was close to being finished and that the route to Poppit group was hoping to finalise the feasibility study in order to access Active Travel funding asap. He was pleased to report that the paperwork for desilting of the culvert at Penally was now with NRW.

For Poppit Toilet block please see Village Amenities

#### **8. Working Party Reports**

No meetings had taken place.

#### **9. Village Amenities / Mwynderau**

*To include Playground Committee Report*

In the absence of the Playground Committee Chairman no report was made.

#### *Poppit Toilet Block*

Report by CC M James

CC M James advised that following his recent meeting with PCC Chief Exec costings to undertake work at the block were being looked at. It was noted that PCNP owned the block; PCC maintained the building and Danfo was also involved as the contractors running the block.

#### *Track / area by Pumping mound*

It was noted that quotes still needed to be obtained for the track. Cllr F Coates kindly offered to look for details of suitable companies.

Notice would be served of kayak owners although some craft had already been removed.

Boats / trailers were mainly sorted with only one boat to serve notice on if the owner did not voluntarily remove it.

The main notice was still to be quoted.

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

In the absence of the Highways Committee Chairman no report was made.

#### *Christmas lights*

Cllr P Hutchings had provided the costs for new lights for the tree which were accepted.

The Clerk advised that the tree had been ordered, the date and time to be confirmed.

Switch on was to be at 5pm on 25th November. The Orchard Project was organising workshops to make Mari Lwyd which would take part in parade from the Coach House, starting at 4.30, to the Square. The Chair would organise Sion Corn and carols.

Cllr J Martin proposed that all the pre existing lights, having been disposed of, should be removed from the asset register.

Seconded Cllr P Hutchings, carried unanimously.

#### *Tree works*

The Clerk would make completing a spec priority during Nov

#### *Stopping up order Water Street Footpath*

Following discussion it was agreed that the Community Council had voted for the closure of the footpath to safeguard a property from flooding and it would stand by this.

The planting at the square by the Marmaladies was noted and they were thanked for their hard work.

#### **11. Flooding and Impacts Committee Report**

Report circulated by ex-chair

New Chair to be elected at meeting 29.11.18

Despite the recent severe storm, no flooding had been reported in the village. Cllr G Wislocka pointed out that Mr W Rees had removed blockages from the culvert and the only subsequent flooding had been in Jan 18 when the grill (now removed) across the stream had become blocked. It was hoped that David Street residents might re-engage in keeping the culvert walls in good order and it was suggested that a skip might be provided should a clean up be undertaken. It was agreed that Mr A Rogers of PCC be invited to talk to Cllrs and residents and that Ms M Rees of NRW would be asked to attend. A walk was planned to investigate the stream and it was hoped that representatives from NRW and PCC would attend. The support of landowners was noted with thanks. A brief report had been circulated from the Multi Agency Flood meeting and the Community Council agreed to cover reasonable hall hire costs so that future meetings could take place in the village.

## **12. Police**

Nothing brought forward.

## **13. Events / Digwyddiadau**

### *Fireworks*

No caterers would be present at the event.

Several volunteer stewards had come forward.

Mr P Fletcher to confirm time he will arrive at location.

### *Remembrance Sunday*

Cllr B Rees kindly agreed to do the Welsh reading, Cllr J Martin the English.

No pianist to date. School to confirm their program and length of programme by end of this week so that Vicar can time service.

Clerk had supplied Vicar with draft order of service. Once school details confirmed the Clerk will complete and print the Order of Service.

Mr Foster and Mr Walters had agreed to take part.

Flags – it was agreed to purchase two flags for the service.

Flowers - Chair

Refreshments - Chair

Exhibition - Chair

Bugler booked.

Ms Margaret Waller, taking part in the people's parade at the cenotaph on November 11 had kindly offered to lay a wreath at the Cenotaph on behalf of the Council. Ms Wallers offer was accepted and a further wreath would be ordered.

ACTION: Order wreath

### *Christmas*

Tree delivery/lights/ switch on –see Highways

Best dressed house and best decorated window competition posters would be going out in mid November. The Chair had purchased two hamper baskets and Cllrs were asked to bring items to fill both for prizes

### *Senior Citizens Lunch – 11.12.18*

The village Post Office would be asked to hold the booking form again. Clerk to provide the booking list, Chair the posters.

Entertainment had been booked. The School was to confirm attendance of the choir.

The Chair and Clerk would liaise with the caterers.

### *Christmas Tree shredding*

1<sup>st</sup> Saturday after 12<sup>th</sup> Night (12<sup>th</sup> January)

Clerk to make car park application and approach Tofts.

## **14. Meeting Reports / Adroddiad**

Multi-Agency Committee – StDEAGS- The report had been circulated via Cllr G Wislocka and discussed under the Flooding and Impacts Committee heading.

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

Open evening at the Memorial Hall – new rooms – 30<sup>th</sup> November, 7pm, all welcome.

It was noted that the Chair had been invited to do reading at the RNLI Christmas service.

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

Cllr M Thomas advised that there was to be a talk about the 'Stones of the Abbey' at the Coach House on 29<sup>th</sup> November at 7pm. £5 per person, £7.50 family ticket.

Cllr P Hutchings advised, in his capacity as Chair of the Memorial Hall Committee, that the new rooms were almost ready for use. The lights in the main hall and hallways were to be changed and uplighters installed between the pillars in the main hall.

Quotes for decorating the hall were being sought. The Memorial Hall would be open for a New Year's Eve party (own food and drinks to be brought), open to all residents of the village.

Cllr F Coates advised that the new medical centre was coming on. The Hospital League of Friends was keen to ensure that its' funds would be used locally.

A comedy night was to be held in the Memorial Hall on 17<sup>th</sup> November.

**17. Date of Next Meeting – 22.11.18**  
***Flooding and Impacts Committee – 29.11.18***  
***Highways Committee – 6.12.18***  
***Playground Committee – 17.01.19***

Given the late hour (10.20pm) Cllr M Thomas proposed that the confidential item be deferred to the Extra Ordinary meeting of the Council on 14.11.18. Seconded Cllr J Martin, carried unanimously.

*Confidential Item*

*Parking issues as it contains some references to specific persons*

*There being no further business to discuss the meeting closed at 10.20pm*