

Cyngor Cymuned Llandudoch

St. Dogmaels Community Council

Minutes of the Ordinary meeting of the Council which took place on 26th July 2018 at Y Neuadd Goffa, Maeshyfyd, St. Dogmaels

Present: Jo Hutchings, Chairman/Cadeirydd. Elfyn Rees, Beryl Rees, Fraser Coates, Gill Wislocka, Carol Khulmann, Phil Hutchings

CC M James

Clerk

Members of public: 0

Members of the press: 1

1. Apologies for Absence / Ymddiheuriadau am absenoldeb

Apologies had been received from Cllrs J Martin and M Thomas

2. Declarations of Interest

None.

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

The Track

Trees on ground by Water St

The agenda was accepted as presented.

Cllr T Dyer joined the meeting.

4. Confirmation of Minutes of 28.06.18

Cllr G Wislocka had made her apologies for the meeting and asked that her name be removed from the list of those present. The amendment being agreed Cllr E Rees proposed that the minutes be accepted as a true record. Seconded Cllr C Khulman, carried unanimously.

5. Finance & Administration / Cyllid a Gweinyddu

	payee	For	Bank
26.07.18	Cllr P Hutchings	Chainsaw replacement blade	14.00
	Mr E Brown	Grass cutting	331.20
	J Jamison	Internal Audit	75.00
	Urban Recreation Ltd	Playground surface repairs	978.00
	TM and BJ Toft	Path and steps	750.00
	St Dogmaels Allotment Association	Grant funding	150.00
	S Davies June Salary		778.77
	HMRC		61.30
	S Davies home	Home office (25) and post (11.41)	36.41
	E L Jones Printers	RNLI Flyer 1000 off	74.00
	Viv Williams	Skip hire for the Pinog clearance	156.00
	P Hutchings	Playground spares	27.62
	Village Show	Grant	120.00

Grant funding request from Village Show towards banners: £120 – last grant £150 in this financial year

Cllrs J Hutchings, C Kuhlmann and T Dyer declared personal interests in the application. All were members to the Village Show Committee.

As the grant was less than £500 all remained in the meeting but abstained from voting.

Cllr E Rees proposed, Cllr P Hutchings seconded and it was carried that the Village Show be awarded £120.

Dormant Account

No information from Cllr Martin

Welsh Language scheme

Cllr P Hutchings proposed that the Council continue to use the existing scheme. Seconded Cllr G Wislocka, carried unanimously.

Enhancing Pembrokeshire – second homes funding

It was advised that a meeting would take place with the lead County officer on Friday 5pm at the Hall. Although there was no time to call a public meeting all were welcome.

Request from Village Show Committee to use Alexandra Gardens for the dog show.

It was agreed that the Gardens could be used. Proof of 3rd party insurance and a risk assessment would be requested.

ACTION: Confirm to Show Committee BY: Clerk

Litter collection

Letter re volunteer litter pickers and black bag allocation

The concern from a local resident re disposing of litter picked up around the community on a voluntary basis was noted.

Children's litter picking equipment – it was agreed to defer discussion.

ACTION: September agenda item BY: Clerk

The Clerk asked that Cllrs took note of litter bins around the village. There had been several comments re the bins overflowing and factual information would be required before making an application to Pembs CC re more frequent emptying.

Possibility of being asked by Pembs CC to take over additional responsibilities re grounds maintenance etc

It was noted that Alexandra Gardens and the playground were owned by CC but cut by PCC at no cost to CC. Any review of costings at PCC would probably highlight this with the possibility of care being returned to the CC as owners.

ACTION: Discreet enquiries at Pembs CC BY: CC M James

Other areas owned by PCC: Glanteifion, football field, car park and verge areas (not yet identified)

Concern was expressed that PCC would reduce cuts for the 19/20 season and request that the CC take over additional care too late in the financial year for it to be feasible.

Ground Maintenance Quotes

The Clerk suggested an advert be placed in Tivyside asking interested parties to quote for 19/20 contract. It was good practice to do this. There had generally been limited interest as the contract was 'very bitty'. If Gardens and play area cut were to come back to the CC it would possibly be more attractive.

It was proposed and agreed unanimously that the contract be advertised in the local press.

ACTION: Arrange advert BY: Clerk

Clerk's leave

The Clerk was given permission to email Cllrs with her leave dates as these would be dependent on the outcome of her son's exams.

Clerk's job description / salary review – report from working party

Following presentation of a report from the working party it was agreed, after discussion in which the Clerk and County Cllr left the meeting and the member of the press voluntarily left the meeting for the duration of discussion, that the Clerk be moved onto the LC2 salary scale (SCP 26, £12,404 per hour) and it be backdated to April 2018. It was noted that the Clerk was performing to LC3 requirements apart from the budget of the Council and the fact there were no staff to supervise.

Salary would be reviewed every year to ensure that the Clerk progressed along to SPC scale. The new salary would require the Council to implement a workplace pension and it was agreed that the working party look at this with a view to making a recommendation at the September 2018 meeting. There would be no increase in hours. Cllrs were requested to assist the Clerk as much as possible. It was agreed that the Clerk would attend Playground and Highways Committee meetings but not Flooding, Multi-Agency or Emergency Planning meetings.

ACTION: Review pension options BY: Working party

It was asked that a dedicated budget meeting be held.

ACTION: Date to be agreed at September meeting

Committees were asked to note that budget requests for the 19 /20 financial year need to be submitted not later than 19th Oct 2018

The Clerk advised that following her attendance at an SLCC meeting it had become apparent that a full agenda pack for each meeting (including committees) should be put onto the website (including draft minutes). This would be implemented from September.

6. Planning / Ceisiadau Cynllunio

18/0347/PA Extensions and alterations Glanafon, Pilot St, St Dogmaels
St Dogmaels Community Council did not support the application give pervious concerns with regard to the retaining wall backing onto footpath 87/28 and concerns with regard to on-site parking reduction. It was requested that prior to any permission being decided a site meeting take place.

7. County Cllr's Report

The County Cllr would circulate his report.

8. Working Party Reports

Landslip

Clerk will look at last report against outstanding works and follow up with PCC.
Further works had been carried out with regard to fencing and clearing of culverts at Pencnwc.

Emergency Planning

Daytime date to be agreed, circulated in September.

9. Village Amenities / Mwynderau

To included Playground Committee Report

In the absence of the Chair of the Playground Committee the Clerk presented the Chair's report and requested clearance for project monies.

The Committee sought delegated powers to pursue issues raised, within its' terms of reference, without recourse to the full Council. In order to realise this the Playground Committee sought delegated powers to control its own budget. The Committee Chairman would, where possible, issue a brief written report to be circulated prior to the Full Council meeting, inviting Cllrs questions.

In the event that any urgent issues be brought forward these would be dealt with under the Village Amenities heading at Full Council meetings should there not be a suitable Committee meeting scheduled. Once approved committee Minutes would be put on Council website.

Proposed: Cllr P Hutching, seconded Cllr E Rees, carried unanimously.

A progress report was noted.

In order that projects could be progressed prior to the next Committee meeting the Committee asked for approval of:

Item	Cost/Budget
X2 new benches	£484.70 each + fitting and VAT this will be taken from xx budget.
Notice board	£658
New seats for junior swings	Approx: £30 flat seat Require 2
Fencing	£5461.10 (ex vat)

Proposed: Cllr P Hutchings, seconded Cllr E Rees, carried unanimously.

Track - confidential

Trees at Water Street – Confidential

Removal of Goods by Pumping Mound – Cllr P Hutchings

Cllr P Hutchings was thanked for his assistance in the above matter. A permanent sign for site was being worked on and further notice would be served on remaining boats/trailers/kayaks as appropriate.

Panels

Cllr C Kuhlmann advised that the production of the panels was progressing.

Notice Boards

Cllr M James was awaiting a reply from Norman Industries.

Border by Teifi Netpool Inn

A September date for meeting with Marmaladies would be circulated.

To note that the bench in memory of Mikey Nicholas was to be installed on the Netpool Green on August 7th.

Poppit signs and toilet block

The Clerk to work on some ideas re the signs during the hopefully quieter August period.

Toilet block

It had now been ascertained that in the ladies it was impossible to get into cubicles if of a larger build, in later stages of pregnancy, if you had limited mobility but don't have access to the disabled facilities or if you had small children with you.

There were no baby changing or disabled changing facilities and the block generally was not fit for purpose. A site meeting was suggested to include Danfo, Parks and PCC during busy season. It was noted that following complaints the overflow of outside drain beside toilet block had again been reported.

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

To include Highways Committee Report

The Chairman was to attend a meeting with Mr M Owen of PCC to discuss possible extra parking enforcement on Friday 27th July at 3.30pm. All welcome.

Community Speedwatch had identified a possible need for speed signage between village and Cardigan (as per PCC findings). The Clerk had contacted County to see if there were plans to re-run the survey on this stretch of road as it was advised that this would have to be done to confirm requirement prior to County agreeing any additional signage. Committee to discuss at its' September meeting.

ACTION: Highways Committee agenda item BY: Clerk

It was agreed to write to thank:

Pod Clare for repairing Pembrokeshire Coast Path Marker

Thank Mark & Sion Toft, Gethin & Tomos for clearance of brambles and balsam at top of village which will enable the Himalayan Balsam which has again been affecting the Pinog Village Green to be eradicated and to thank the People's Orchard Project for funding several days of said clearance.

Reports

Cllr G Wislocka stated that docks and hemlock water dropwort had been cleared on the Village Green.

RoWIP2 response

It was proposed that the response be adopted by the Council and submitted. Cllr G Wislocka and Cllr C Kuhlman were thanked for their input. Carried unanimously.

Christmas Lights

Cllr Hutchings reported that on visual inspection the anchor points proved to be loose and would need replacing or removal. It had been confirmed that the string lights would need replacing but that the electrical connections appeared to be sound. He noted that a revised invoice would be requested as the proposed pull tests had proved unnecessary. He would seek quotes for all the remedial works and lights. The tree lights were still to be tested. It was agreed to run the best decorated house window again.

ACTION: September agenda BY: Clerk

Adder information event – Provisional date: 9th August, 6pm at the Hall.

Cllr J Hutchings would provide posters for the event.

RNLI Flyers

Due to be picked up next week. Will need to be delivered to as many local businesses and accommodation providers as possible.

11. Flooding and Impacts Committee

Trees, Water Street, confidential

De-silt of Culvert

CC M James had spoken with the Pembs CC officer responsible for obtaining the required permissions. CC M James understood that the required applications were close to completion.

Multi agency group

The Clerk had collated all the information available to her. Members of the Multi Agency Group had been advised re possible agenda and meeting to be arranged for September. It was agreed that the Chair of the Flooding and Impacts Committee attend the MAG meeting to represent the CC. Cllr G Wislocka agreed to act as deputy in the event the Chair could not attend.

12. Police

The Neighbourhood Police Team was thanked for their ongoing support in the community, particularly at Poppit during the summer months.

The Clerk advised that police and rangers were informed of an intended bonfire type party earlier this month. Rangers spoke to organiser to ensure that appropriate fire precautions were in place.

13. Events / Digwyddiadau

Village in Bloom

Presentations to take place at village show 8.09.18

The Chair kindly agreed to collect the cup and shield read for the display in the PO window prior to the show.

Merchant Navy Day

1.9.18 at 2.30 pm – all welcome.

RBL, Coastguard and RNLI to be invited. Police to be informed of the event.

Firework Display

5.11.18

Mr P Fletcher has been contacted and was happy to do a display again. Budget same as last year £2000 + VAT. The Clerk would send out the usual lists asking for help in early Sept. Catering provision needed to be considered. Anyone wishing to have a stand or offer a service at the event would be sent a form to save the problems that arose last year.

Remembrance Service and exhibition

11.11.18

It was confirmed that the school wished to participate in the service. The Order of Service would need to be drafted to reflect the arrangements.

Senior Citizens Christmas Lunch

11.12.18. Entertainment to be booked. School choir to be invited?

14. Meeting Reports / Adroddiad

None.

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

Town and Community Councils review – report released 15.8.18

16. Cllrs Exchange of Information / Cyfnewid Gwybodaeth

Jig-So would be holding a session in the village and the Chair had been invited to attend.

The Art-in-the-Window event would be going ahead and it was noted that an informal group had formed to look at organising simple events in the village over the coming months.

It was reported that the Memorial Hall Committee was improving the rooms previously occupied by the Cylch and would be able to offer them for let later in the year.

Footpaths had been cut and where work had not been undertaken this had been reported by the Footpaths group.

It was queried if No 3 Union Terrace had received planning permission to be converted into two dwellings.

Complaints had been received of long parking at the Netpool and lane leading off. This was causing an obstruction.

17. Date of Next Meeting – 27.09.18

Flooding and Impacts Committee – 6.09.18

Highways Committee – 13.09.18

Playground Committee – 11.10.18

It was resolved that *in view of the confidential nature of the business to be discussed, the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1*

