

# Cyngor Cymuned Llandudoch

## St. Dogmaels Community Council

*Minutes of the Ordinary meeting of the Council which took place on 24<sup>th</sup> October 2019 at Y Neuadd Goffa, Maeshyfyd, St. Dogmaels*

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*Present:* Fraser Coates, Chairman/Cadeirydd. Jo Hutchings, Richard Davies, Gill Wislocka, Phil Hutchings, Mike Kendall, Jonathan Martin

Clerk

Members of public: 1

Members of the press: 1

A representative of the school gave a brief report with regard to a funding application for a 'community inclusion' project using the beach and open spaces. A questionnaire was circulated to all present and a copy would be placed on the CC website.

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

Apologies had been received from Cllr M Thomas and CC M James.

### 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 agenda was accepted as presented.

### 4. Confirmation of Minutes of 26.09.19

Cllr J Hutchings proposed that the minutes be accepted as a true record, seconded Cllr G Wislocka, carried.

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

	payee	For	Bank
24.10.19	Mr E Brown	Grass cutting	480.00
	HMRC		96.30
	S E Davies	Home office, RBL Wreath £50, ink 29.43	104.43
	S E Davies	Salary	989.86
	Cllr P Hutchings	Weatherproof box and timer for xmas tree at Coach House £22.62, spare transformer and 2 sets of lights £59.97, 2 baskets for hampers £12.00	94.59
DD	NEST pension		39.10
	Following research CC is not eligible for small employers NI allowance		

*Proposed Cllr J Martin, seconded Cllr J Hutchings, carried.*

*Megaphone £20.20 approx*

It was agreed to purchase a megaphone.

ACTION: Order BY: Clerk

The quotes from the Tofts of £80 for the installation of the Christmas trees at 1.30pm on 1<sup>st</sup> November and £120 for the removal of the trees and community tree shredding in the new year were accepted.

ACTION: Contact contractor BY: Clerk

A working party would be held at the Square prior to the tree shredding so that arisings from any pruning could be dealt with when the Christmas tree was removed for shredding.

#### *Grounds maintenance contract*

It was advised that four sets of details were sent out but only one response was received from current contractor who will maintain this year's pricing. It was agreed to accept the current contractor's quote for the 2020/21 year.

ACTION: Contact contractor BY: Clerk

#### *Confirm dates of meetings 20/21*

The meeting dates provided by the Clerk were noted. The rooms had been booked.

#### *Budget*

The IRWP report had been received and the Clerk would adjust the budget accordingly if required.

A tree survey was still to be costed.

Accounts software to be costed – many suitable packages were online only which is not possible as the Clerk's broadband connection was not good enough.

It was agreed to raise the budget amount for the ground's maintenance contract by £750 due to longer cutting season.

ACTION: Revise and forward to all BY: Clerk

#### *Young Citizen's Award*

It was agreed to circulate the name of a possible candidate.

#### *PLANED CWBR*

The Clerk had received the signed contract.

*Clerks leave – noted.*

#### *Operation London Bridge*

It was agreed to observe the proclamation procedure and to fly the flag at half mast as per the guidance documents.

ACTION: Provide brief policy document BY: Clerk

### **6. Planning / Ceisiadau Cynllunio**

19/0659/PA Proposed installation of stainless steel (Black) flue pipe and external cladding

Y Bwthyn Newydd, Pilot St

The Community Council made no objection to the erection of the proposed flue but considered the proposed plastic cladding to be out of keeping with the area, particularly for a house in such a prominent position.

Planning documents can be found at:

<http://planning.pembrokeshire.gov.uk/swiftlg/apas/run/WCHVARYLOGIN.display?langid=1>

1. Revisions to the Housing section of Planning Policy Wales and associated advice and guidance (20 Nov)

Revision to the way Planning Authorities calculate and review housing allocations. Noted.

2. Revisions to Planning Policy Wales regarding the use of compulsory purchase powers and updated guidance on the compulsory purchase procedure in Wales. (17 Jan 2020)

3. Revised planning guidance in relation to flooding and coastal erosion. (17 Jan 2020). The Council has already agreed it does not have the expertise to respond however should the revised guidance be adopted it may be of use when addressing flooding issues in the village.

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

Not forward.

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

#### *Tai Bach*

The report re visitor questionnaires had been circulated to PCC, PCNP and other interest parties. Cllrs J Hutchings, M Kendall and the Clerk were working on information from resident's questionnaires.

It was agreed to send letters of thanks to the Post Office Coach House, Poppit Café, the RNLI shop and the Caravan site for their participation.

ACTION: Letters of thanks BY: Clerk

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

### *Playground*

Cllr P Hutchings advised he had found a supplier for the wooden slats to repair the bench.

Fencing quotes ongoing

Playboat/house – only one idea forward for a playhouse. It was noted that it was large and might not fit in the current space but other space options were available.

ACTION: Follow up with manufacturer BY: Cllr P Hutchings.

*Track*, if all permissions through and weather dependent the work was to start on 18<sup>th</sup> November 2019. Immediate neighbours would be informed and a post would be made of the village FB page.

Contact had been made with those known to use the track for boating purposes.

It was agreed that during the works Cllr P Hutchings would be the contractors point of contact.

ACTION: Contact neighbours and FB post BY: Clerk

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

Still awaiting information from PCC re speed sign as OVW advised it was not traffic calming and therefore the CC could not contribute.

National Development Framework Consultation 1<sup>st</sup> November. It was agreed to support the response of the North Pembrokeshire Transport Forum.

ACTION: Respond BY: Clerk

Concern was expressed that works at Green Meadow would impact trees on site, in particularly the oak.

ACTION: Contact Mr Richard Staden, PCC BY: Clerk

It was noted that a local company had provided a report on the condition of an ash tree by the Graig footpath, Given the tree's position on the river cliff it was agreed that PCC be contacted and requested to deal with the issue as soon as possible. Should the tree fall it could take out part of the cliff and the surface of the footpath.

ACTION: Contact PCC BY: Clerk

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

### *MAG meeting*

Draft meeting notes had been circulated by the Village Action Group. The CC had concerns that it had been allocated tasks for which it did not have the resources to perform and had yet to agree to.

ACTION: Contact Village Action Group BY: Clerk

## **12. Police**

Nothing forward.

## **13. Events / Digwyddiadau**

### *Firework display:*

It was advised that Mr Fletcher was to forward copy of public liability insurance to the Council's insurers.

Cllr P Hutchings had arranged lighting, generator and the loan of two stalls from the market for the hot food stall. The White Hart group contacted but did not wish to take part. The Clerk would circulate an updated 'to do' list. A minimum of 6 stewards for the display area would be needed in addition to setting up and clearing the event area and follow up litter pick.

ACTION: Circulate 'to do' list BY: Clerk

*Christmas lights switch on – 24 November 2019 – time to be confirmed.*

2 Trees booked, Tofts to help erect both on November 1<sup>st</sup> at cost of £80. Electricians being contacted. A spare transformer and light strings had been purchased. The stand for the Coach House tree was being manufactured. The Tofts will remove and shred both trees as part of tree shredding in new year (Clerk to contact PCC re use of car park).

### *Light up St Dogmaels*

It was agreed that the themes should be a Santa Themed Window and a Christmas themed Scarecrow (both with lights).

Donations for the prize hampers should be given to Cllr J Hutchings and she would 'top up' the hampers if required at a cost not exceeding £25 and also arranged for the competition to be advertised. The competition would be judged by the Chairman and Vice-Chairman.

ACTION: Hamper donations, advertising and judging to be arranged.

### *Remembrance Service*

The Chairman had arranged to collect the collection box and for the Rev T Cooper to take the service.

Cllr M Thomas would organise a pianist and would do the Welsh reading.  
Cllr J Martin would do the English reading.  
Clerk to contact Mr B Forster and liaise with the School  
Music file required for bugle.  
Assistance would be required on the day to organise the Hall and help with refreshments.

It was noted that the War memorial needed to be cleared and tidied prior to the service.

*Senior Citizens Christmas Lunch 10.12.19*

Hall booked previous evening for set up – volunteers required.  
Clerk to liaise with the caterers and school and contact PO re booking list and contact local policing team to invite them to attend.

*Possible Defib training*

New defib pads had been installed. Date to be agreed for training.

*Tree shredding 11/1/2020 for £120.00*

ACTION: Contact PCC re use of car park BY: Clerk

**14. Meeting Reports / Adroddiad**

Nothing forward.

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

Nothing forward.

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

VE Day 2020 – November agenda item

It was advised that St Dogmaels Footpaths Association had cleared paths at the Pinog and Alexandra Gardens. It was agreed to request that the Council contractor edge the path from the car park to the Pinog as it was becoming overgrown.

Cllr R Davies advised that the picnic bench by the Teifi Inn had again been moved and the bottom rail was split. He had also attended the service in St Davids celebrating the 60<sup>th</sup> Anniversary of Cruse Bereavement Care.

Cllr M Kendall advised the defib training might be scheduled for the end of November.

**17. Date of Next Meeting – 28.11.19**

**Highways Committee – 14.11.19**

*There being no further business to discuss the meeting closed at 8.50pm*