

# Cyngor Cymuned Llandudoch

## St. Dogmaels Community Council

*Minutes of the Ordinary meeting of the Council which took place on 26<sup>th</sup> September 2019, 7 pm, at Y Neuadd Goffa, Maeshyfryd, St. Dogmaels*

Present: Chairman: Fraser Coates. Cllrs: Phil Hutchings, Jo Hutchings, Richard Davies, Mike Kendall, Melrose Thomas, Gill Wislocka

Clerk

Members of the press: 1

**1. Apologies for Absence / Ymddiheuriadau am absenoldeb**  
Apologies were received from Cllrs B Rees, J Martin 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 13.6.19**  
Cllr G Wislocka proposed that the minutes be accepted as a true record. Seconded Cllr P Hutchings, carried.

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

	payee	For	Bank
26.09.19			
	Fenland Leisure Products Ltd	Playground spares	139.20
	S E Davies	Defib pads	71.54
	HMRC		96.30
	S E Davies	Home office, postage 7.32	32.32
	S E Davies	Salary	989.86
	Society of Local Council Clerks	% Membership	129.50
DD	NEST pension		39.10
	R Davies	Re-issue of Cllrs allowance, original cheque cancelled	120.00
	E M I Jones	Translation – cheque re issue as Clerk but 2018 on previous cheque	55.00
	Following research CC is not eligible for small employers NI allowance		

Proposed Cllr P Hutchings, seconded Cllr M Kendall, carried.

External audit: unqualified audit

The external auditor noted that expenses payments to Clerk had been included in box 4 of the annual return. The Clerk had checked the figures and this did not appear to be the case however as this did not affect the audit opinion it would not be challenged.

Accounting statement box 14 Trust funds disclosure

Answered no to box 14, would have been N/A

Noted.

The Notice of Conclusion of Audit had been posted on the noticeboard and website.

#### Website accessibility

This is an ongoing process.

#### Bio-diversity report

A basic report had been posted online.

#### Grass cutting contract

Action: October agenda item BY: Clerk

The container was in use and the Clerk requested that anyone who stored CC equipment that would be suitable for storage to please let her know. A signing list would be placed in the container and anyone removing/returning items should fill it in. The Clerk, Cllr P Hutchings and the grass cutting contractor have keys.

As the Council now had storage it was agreed to cost a loudhailer as the previous one was missing.  
ACTION: Cost loudhailer BY: Clerk

#### Draft meeting dates for approval

Action: October agenda item BY: Clerk

Budget update to July 19, noted. Draft budget figures for 20/21 would be made available for the October meeting. Highways Committee to agree its' budget request at its' meeting of 14.11.19.

#### Internal Audit

Mrs Jane Jamison to be asked to quote.

#### PLANED CWBR Visioning agreement

Concern was expressed that there appeared to be some unspecified payments associated with the project. Clarity to be sought, if there were no costs to the Council the Clerk would sign the contract on its behalf.

#### Young citizens award

Names to be forward to the Clerk for the October meeting.

#### Reminder Clerk's leave dates

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

PCNP planning applications are now viewed online: <https://www.pembrokeshirecoast.wales/default.asp?PID=506>

NP/19/0481/FUL Private Sand School, Hendre Fawr, St Dogmaels  
The Community Council supported the application.

PCC planning documents can be found

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

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

Nothing forward.

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

Ty Bach – Update

Cllr J Hutchings and M Kendall were thanked for distribution of the visitor questionnaires and keying the information into spreadsheets. Cllr M Thomas was thanked for her help on sites. Residents' questionnaires had been distributed.

It was understood from an email from Paul Davies AM that PCC and PCNP representatives were to meet to discuss the issues at Poppit. It was agreed that the information from the visitor's questionnaire should be analysed and a report presented to PCC and PCNP prior to this meeting. It was noted that given the timescale the report would have to be submitted prior to the next Council meeting and its preparation was delegated to Cllrs J Hutchings, M Kendall and the Clerk.

ACTION: Produce and submit the report

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

#### Playground

New swing seats and chains had been installed by Cllr P Hutchings. He was thanked for his work.

He advised that he would try to find a source of wood to replace the bench slats in the toddler area.

#### Playboat

The Clerk advised it might be easier to find a playhouse within budget than a playboat. She asked Cllrs to look online for items in the £3 - £3.5K range and submit links prior to the October meeting.

Fencing – ongoing (see track).

Seating – a site had been decided for a picnic table in the playground and the PCC commons registration officer would be approached re laying a concrete base for it. It was agreed to dispose of the old wooden picnic bench above the blessing stone and move and fix the other benches to the existing concrete bases.

ACTION: Agree a date to move benches BY: Cllrs through Clerk.

#### Tree survey

The Clerk has contacted Mr R Staden PCC and he had kindly provided some companies to obtain quotes for a trees survey. Given the suspected presence of Ash Dieback in trees on the Graig and for insurance purposes the Clerk suggested that a survey be costed for possible inclusion in next year's budget.

ACTION: Work on tree survey quote BY: Clerk

#### Track

One tender application had been received which was opened by the Clerk in the presence of 2 Cllrs.

Following discussion, it was agreed to accept the tender from G D Harries. It was agreed that Cllr P Hutchings act as liaison during the works which would take one to two weeks to complete. Given the cost was much lower than expected the monies for the works would come out of the Council budget. The Clerk was in contact with Dwr Cymru for a possible contribution as per wayleave agreement.

As the playground fencing was less time-dependent than the track it might be possible to apply for grant funding for this.

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

To include Highways Committee Report

PCC Highways Dept had stated that the speed sign on the Cardigan road belonged to the CC. The Clerk had received information from OVW that a speed sign cannot be funded by CC as it is not considered to be traffic calming.

ACTION: Contact County Highways for date sign was erected as it is not on Council asset register and PCC Highways officer's opinion of a speed sign not being classified as traffic calming. BY: Clerk

Glyphosate weed killer – email from a resident requesting the Council continue to monitor the use of weed killer in the village and pressure PCC to consider changing its use of weed killer in street maintenance.

Noted.

#### Changes to rights of access – Cllr G Wislocka

Cllr G Wislocka presented a brief report on the impact of the proposal to open all footpaths to bicycles and horses.

It was agreed that the Council support her concerns.

ACTION: Letter of support for the report BY: Clerk

It was noted that the culvert had been dredged by PCC.

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

To include Chairman's report

The response from Dwr Cymru re the situation with regard to fitting the flood gate in Water Street was noted.

The possible impact of the culverted floodwater, from Mwtchwr, being introduced into the stream above the B4546 culvert was noted. Flash flooding of the road and Water St areas might be associated with this.

### **12. Police**

Nothing forward.

### **13. Events / Digwyddiadau**

#### Firework display

Mr Pete Fletcher had advised he had contacted Mr Rees re the football club providing refreshments and had no response. It was agreed that Mr Fletcher be invited to bring his team to provided refreshments at the event. The White Hart group had indicated they wished to do something and would be sent a form by the Clerk. The Clerk would send out the 'to do' list and that Cllrs confirm their availability. The Chairman made his apologies as he would not be able to attend. Concern was expressed about the uninvited street trader at the last event.

ACTION: Contact Mr Fletcher and White Hart group BY: Clerk

#### Christmas Lights Switch On last Sunday of November

Report on meeting with Coach House – Cllr P Hutchings / Clerk

A timer box and a tree stand (approx. £40) would be required. A spare transformer would be ordered and tree lights would be inspected and spares purchased as required.

The electrician would be contacted re safety testing of the lights and connection in the Square.

Two trees (16ft for square and 8ft for Coach House) would be delivered on 1<sup>st</sup> November and the Clerk would try to find contractors to erect them. She would ask if the Tofts would undertake the tree shredding in the new year and remove both trees from the site.

ACTION: Take forward BY: Cllr P Hutchings and Clerk

Window display competition

A theme for the competition would be agreed at the October meeting. Cllr J Hutchings would prepare two prize hampers for which the Council would pay (approx £25 to cover both).

ACTION: October agenda item BY: Clerk

Remembrance Service

A pianist was still required.

ACTION: Cllr M Thomas to make enquiries.

Clergy to be confirmed.

Chairman to make enquiries.

Bugler to be confirmed.

Clerk.

Senior Citizens Christmas Lunch 10.12.19

Clerk to try to contact a Pontgarreg group that perform sea shanties.

The bus pass age may change to the retirement age of 66/67. The Council has always set age for dinner at 'bus pass age'.

Should the change go ahead the Council would review the age for the dinner with the suggestion being 60.

Village in Bloom

It was noted that the competition was based on 'best frontage' and not 'garden' given access difficulties. It was suggested that categories might be introduced such as 'planters and baskets', 'small frontage - not exceeding' etc.

ACTION: January agenda item BY: Clerk

Possible defib training

Cllr M Kendall advised that a village resident was willing to organise defib training. It was agreed that the Council would pay for the hall hire.

**14. Meeting Reports / Adroddiad**

Nothing forward.

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

Cruse Service, 20<sup>th</sup> Oct, 6 pm, St David's Cathedral

Cllr Richard Davies and partner to attend.

ACTION: Contact Cruse BY: Clerk

White Hart Community Pub – letter from resident unhappy with Council's response of letter of general support to the project.

The WH committee has not asked for anything specific from the Council since the early application for grant funding.

Noted.

PCNP Consultation draft Management Plan 2020-2024

<https://www.pembrokeshirecoast.wales/default.asp?PID=902#targetText=Consultation%20draft%20Management%20Plan%202020,way%20of%20coordinating%20that%20effort.>

Noted.

Letter of thanks from Eisteddfod Committee.

Noted.

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

It was advised that Mr Arthur Walters had passed away the previous day. Mr Walters was a much-respected member of the community involved with Hanes Llandocho and was instrumental in the development of the War Memorial project.

A minute's silence was observed by those present.

Cllr M Thomas advised that the hall committee meetings had been moved to a Wednesday night.

Cllr P Hutchings asked that it be noted that he and Cllr J Hutchings had resigned from the hall committee.

The Clerk advised that she would be introducing information about 'Operation London Bridge' at the October meeting. It covered the protocols in the event of the death of a reigning monarch.

**17. Date of Next Meeting – 24.10.19**

**Highways Committee – 14.11.19**

*There being no further business to discuss the meeting closed at 9 pm.*