

Cyngor Cymuned Llandudoch

St. Dogmaels Community Council

*Minutes of the virtual meeting of the Council which took place at 7pm on 25th June 2020 in accordance with The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.
The Code of Conduct, Standing and Financial Orders applied during the meeting.*

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

County Cllr Mike James

Clerk

Members of the public: 0

Members of the press: 0

1. Apologies for Absence / Ymddiheuriadau am absenoldeb

Apologies had been received from Cllr E Rees.

2. Declarations of Interest on Matters Arising from the Agenda/Datgan Diddordeb ar faterion sy'n codi o'r Agenda

~~None~~ Cllr R Davies declared an interest in planning application 20/0178/PA. He took no part in the debate or voting on the matter.

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 19/03/20

Having agreed to amend the number of members of the public present from 2 to 4, Cllr G Wislocka proposed the minutes be accepted. Carried.

5. Finance & Administration / Cyllid a Gweinyddu

5.1 Monthly Payments

5.1.1 Accounts paid as contractual or under delegated powers

Accounts paid as contractual or under delegated powers March – April 20

	payee	For	Bank
26.3.20	HMRC		96.30
26.3.20	S E Davies	Home office, virus protection (39.99)	64.99
26.3.20	S E Davies	Salary	989.86
19.3.20	P Hutchings	Materials play boat and track	631.26
	Mr E Brown	Path edging etc	246.00
	Society of Local Council Clerks	Community Gov Level 4 course	1,470.00
	St Dogmaels Junior Football Club	Grant	845.00
DD	NEST pension		

Chairman's signature: Date: 23.7.2020

Paid 23.4.20

£210.00		E Brown	Grass cutting
£40.00		Information Commissioner	IFC Fee
£51.58		S Davies	Various Expenses
	£35.98		Domain name renewal
	£15.60		Post
£750.00		P Hutchings - Reclaim	
	£400.00		Playboat
	£350.00		Table base
£48.00		SCL Internet	Website Hosting
£25.00		S Davies	Home Office
£848.19		Came and Company	Insurance
£3,096.23			
Confidential			
£1,123.46			

Paid 1.6.20

Gross	Vat	Net	Details
£210.00	£35.00	£175.00	E Brown - Grass cut April 20
£12.00	£0.00	£12.00	North Pembs Transport Forum subs
£150.00	£0.00	£150.00	R Davies - Payment to Cllrs
£120.00	£0.00	£120.00	R Davies
£30.00	£0.00	£30.00	HMRC R Davies
1123.47			Confidential

5.1.2 Accounts payable 25.06.20

£552.00	E Brown - Grass cut	
£74.37	S Davies - Various	
	£34.98	Printer ink
	£14.39	Zoom subscription
£75.00		Jane Jamison - Internal Audit
Sub Total	£676.37	
	£1,148.47	Confidential

Cllr J Martin proposed that the list be accepted as a true record. Carried.

5.1.3 Bank reconciliation master 2020

Noted

5.2 Year-End Accounts for Approval*5.2.1 Financial risk assessment*

It was agreed to accept the Assessment as presented.

5.2.2 Asset register as at 31.3.20

It was agreed that the asset register would be reviewed and where possible descriptions/photographs and locations of items would be added in the coming year. It was then approved.

Chairman's signature: Date: 23.7.2020

5.2.3 Annual return variations

It was agreed to accept the Variations as presented.

5.2.4 Explanation of variations

It was agreed to accept the Explanation as presented.

5.2.5 Internal audit report and pages for AGAR

There being no matters to address the report as noted.

5.2.6 Reserves

It was agreed that the £510 playground reserve be used to cover the cost of the playboat.
The reserves were then noted.

5.2.7 2020 AGAR

The year-end accounts and documents having been agreed, St Dogmaels Community Council agreed to accept the AGAR document as presented by the RFO

ACTION: Authentication by Chairman to arranged BY: Clerk

5.3 Quotations

5.3.1 Noticeboards

Further to Pembs CC agreeing the design and installation of the new noticeboard in the High Street car park all CC village noticeboards would be replaced. Costings obtained by the Clerk would be confirmed with the company as soon as a response was received from PCC.

5.3.2 Tree survey

It was agreed to accept the quote of £714 from Tree consultants Wales. It was further agreed that the Clerk would seek a cost for the company survey the hazel on the Graig footpath. Agreement of the extra costs (up to a maximum of £75) would be delegated to the Clerk in consultation with the Chairman and Vice-Chairman.

5.4 Dwr Cymru contribution to cost of track

It was agreed to accept Dwr Cymr's offer of a contribution of 12% of the cost of the work, equating to £1,774.80.

6. Planning / Ceisiadau Cynllunio

20/0178/PA Proposed alterations and extensions 53 The Moorings
St Dogmaels Community Council supported the application.

20/0183/PA Variation of condition 1 (commencement of work) of planning permission 15/0114/PA (Extension to Kitchen)
St Dogmaels Community Council supported the application.

20/0187/PA Alterations and extension Cefn Uchaf, Longdown Bank
St Dogmaels Community Council supported the application. The Community Council requested that at no point the works should compromise access and safety to 87/30c adjacent the property.

Concern was expressed with regard to work undertaken on the stone building on footpath 87/31. It was explained that the structure had become unsafe and the roof and some stonework had been removed to make it safe. It was understood that Pembs CC was aware of the issue.

20/0188/PA Proposed agricultural storage shed, Cefn Uchaf, Longdown Bank
St Dogmaels Community Council supported the application.

Responses under delegated powers

20/0073/PA Proposed single storey rear extension – Penally House
Supported

20/0058/PA Alterations and extensions to dwelling and demolition of garage to facilitate the erection of a holiday let unit
St Dogmaels Community Council did not support the application on the basis it was an overdevelopment of the site and lack of parking on site.

Planning documents can be found

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

Chairman's signature: Date: 23.7.2020

7. County Cllr's Report

CC M James noted the concern about the structural integrity of a second wall on David Street which he had already reported. He would liaise with the Clerk on the matter.

ACTION: Contact CC M James BY: Clerk

He would report the bin by the Abbey which was continually overflowing.

He had assisted the Memorial Hall in applying for COVID-19 funding and would assist the Church Hall if requested to do so.

The week spraying by PCC at the playground was noted. It would be the responsibility of the CC to remove the dead weeds in due course.

ACTION: Liaise with Cllr G Wislocka and Cllr M Kendal re removal BY: Clerk

CC M James was thanked for his work during the preceding weeks.

8. Working Party Reports

Nothing forward

9. Village Amenities / Mwynderau

9.1 Grass Cutting schedule is being reviewed ready for obtaining quotes in Sept/Oct.

9.2. Updates

9.2.1 To confirm that the playboat has been installed and inspected.

9.2.2 To confirm that a base and picnic table have been installed

9.2.3 To confirm that bench has been repaired

Thanks were extended to Cllr P Hutchings for his assistance with the above.

9.2 Playground fencing quote

The quote was being progressed. Various options were being considered. The Clerk expressed concern that if more than one company were to be involved it would be difficult to resolve any issues between supply and installation.

9.3 Surface in front of kick wall

The surface having become worn, the Clerk had investigated various options and recommended the properly installed grass mats would prevent ground erosion. The Commons Registration Officer and Footpaths officer would need to be consulted with prior to quotes being obtained.

ACTION: Consult with PCC officers BY: Clerk

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

10.1 Planting

It was agreed that Cllr M Thomas use perennial plantings on the wall with the option of some seasonal colour.

ACTION: Change wall plantings BY: Cllr M Thomas

10.2 Path in Alexandra Gardens PP87/28

The current concrete path was deteriorating and did not meeting the minimum footpath width requirements. It was noted that the area was extremely wet, that Dwr Cymru pipes and draining pipes ran under the path and the area was registered village green.

The surface of the path, according to the National Trail Officer / Swyddog Llwybr Cenedlaethol was the responsibility of Pembs CC although some monies became available occasionally for repair to the Coast path (of which the path formed a part). Prior to Pembs CC being contacted Dwr Cymru and the Commons Registration Officer would be contacted to discuss the possibility of repair and widening of the path.

ACTION: Contact Dwr Cymru and PCC BY: Clerk

10.3 Bus shelters

It was agreed to prepare a specification for repair and painting of the bus shelter by BV Rees and for refinishing of the wooden seating at Glanteifion.

10.4 Car park usage monitoring on hold

Noted.

10.5. Recycling centre in car park

It was understood that some works were to take place to use some of the space for car parking spaces.

10.6 Community Works Grant

Chairman's signature: Date: 23.7.2020

The Clerk still to contact PCC with regard to use of the grant for replacing speed signs.
ACTION: Contact PCC BY: Clerk

10.7 Route to Poppit

Whilst the CC did not support requests to Pembs CC with regard to when decisions would be made or works start based on the findings of the feasibility study it was agreed that the CC would request information with regard to:

1. Are there measures under the Well Being of Future Generations Act and The Build Back Better Campaign to support safer walking and cycling between Poppit and St Dogmaels?
2. What measures can Pembrokeshire County Council Highways and other departments put in place to allow safe enjoyment of this route? E.g. designation as a 'Quiet Lane' with a 20mph speed limit.

ACTION: Contact PCC BY: Clerk

Concern was expressed about the condition of bridleway 87/30C. A large trench which had not filled with water had been dug across the width and it was a danger to horse riders and children, being some 3ft deep in places.

The bridleway was classified as a highway and as such blocking it was an offence.

ACTION: Cllrs to liaise with Clerk to put together a report.

11. Flooding and Impacts Committee

It was agreed, following a request from the Committee, that the Council support the committee request for meetings on an 'as required' basis due to the reduction in flooding. Reports would be made direct to the Council between committee meetings.

12. Police

Nothing forward.

13. Events / Digwyddiadau

13.1 Village in bloom competition

It was noted that the Mayor of Cardigan had extended the town 'in bloom' photograph competition to St Dogmaels. The CC would therefore not institute a photographic competition of its own. Various ideas were put forward for the 2021 competition including an eco class and supply of vegetable seeds for either a photographic competition or a CC sponsored class at the village show if it should take place.

The shield and cup would need to be collected and stored.

13.2 Remembrance Service

It was noted that the service may have to take place outside. and in the event that Clergy were not available to take the service a secular event might take place.

13.3 Christmas Meal

Given it might not be possible to hold the traditional meal in the Memorial Hall Cllrs were asked to think of alternatives to provide the village senior citizens with something to replace it. Vouchers were suggested. Meal delivery would not be possible due to the strict health and safety requirements.

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

The market traders had put in a request to use part of the Herb Garden area for stalls whilst parts of the car park, their usual site, were closed while work was undertaken on the Abbey. It was noted that the owners of the Herb Garden which the CC leased, were in favour of the request. It was agreed that the Council's insurers be contacted with regard to possible use of the Herb Garden or Alexandra Gardens by the market during July and August.

ACTION: Contact insurers BY: Clerk

It was queried if the CC would allow a dingy and trailer to be parked on the Pinog beach. It was noted that as long as the dinghy was in regular use this would be acceptable.

17. Date of Next Meeting – 23 July 2020