

CAREW COMMUNITY COUNCIL

Minutes of the meeting of Carew Community Council held on Wednesday 12th October 2022 in the Committee Room of Carew Memorial Hall.

Present: Cllr Andrew Blayney (Chair) Cllr Marina Griffiths
Cllr Sarah Benbow County Councillor Vanessa Thomas
Cllr Marcia Allen
Apologies: Cllr Trevor Goodman

MINUTES OF THE LAST MEETING . It was proposed by County Councillor Thomas and seconded by Cllr Benbow that the minutes of the last meeting were a true record and were duly signed.

MATTERS ARISING AND WHAT'S BEEN HAPPENING

Dumped caravans and abandoned skip – these have been reported to “Abandoned Vehicles” section of PCC. Abandoned skip has been reported to Streetcare PCC.

Abandoned skip information was sent by Deric Brock.

Carew Castle Estates has confirmed that the Picnic Area by the Ford on Birds Lane is in their ownership. They ask for the Community Council/Parish Environment Group’s plans for the area. Agent for Carew Castle Estates did not expect the Owners will mind if this area is enhanced. Councillors gave some time to discuss a plan for the enhancement of the Picnic Area to be cleared.

Following a Parish Environment Group Working Party meet at the Picnic area, PCC had mowed the grass the following day. It was agreed to contact PCC ask them to cut back the area further. It was also agreed to put signage up stating there is a steep drop to the stream now evident following the partial clearing of the overgrowth. The reprovision of a Picnic Bench was also discussed as there is already a concrete plinth in place. This to be included in the budget when applying for the Precept in January.

Kathryn Perkins also has the tree planting map for the Recreational Field and will discuss with the Owner when they visit Pembrokeshire this month. PCNPA site Ranger has been informed to await the decisions of the Owners before planting is commenced.

Chair informed that local restoration and conservation company had been approached about the work needed on the Flemish Chimney. They had suggested the work wait until the Spring and heritage contacts be contacted about the materials to be used to repoint the chimney and surrounding wall. The restoration company have also very kindly agreed to waive the labour costs of the repointing and the work would be done on a “materials only” basis. All present agreed that this was a very generous offer and this matter will be put on the Agenda after the New Year for further discussion with a view to proceeding with the work. Chair suggested that the Parish Environment Group could be involved with the work needed.

Clerk provided the Book of Condolences for Councillors who were heartened to see that many residents had taken the opportunity to write their condolences on the passing of Her Majesty Queen Elizabeth II. Protocol on the storage and preservation of this information will be followed as per SLCC and Welsh Government guidelines & guidance.

PROGRESS OF GRANT APPLICATIONS.

Further information requested by PCC has been sent.

Recent further information requested from Kevin Shales asking for confirmation that the Community Council will match fund the balance of the project of £9801.68. Clerk informed Enhancing Pembrokeshire Grant manager that the Precept this financial year has been increased by £4000 to cover part of the costs of reburbing the play area in Carew; Business account of £4700 be used to fund the new fence and gate; rest will be from contingency funds. There is of course scope for applying for further grants from other agencies. All present agreed with this.

Play Area gates have been measured by Chair and they are both 1.2 meters in width from post to post.

SUB COMMITTEE MEETING NOTES ON "THE GOOD COUNCILLORS GUIDE"

Sub Committee notes of meeting on "Good Councillors guide" 5th October 2022. There are a few things that the Community Council need to take on board and undertake:-

- Informing the electors/electorate/residents of dates and times of meetings by notices on the noticeboard and giving them the opportunity to remote access meetings is key part of the Local Government & Elections Act.
 - Another important item is to post on website (& other forums/platforms) notes on the decisions of the Community Council meeting within 7 days of the meeting.
- Other matters needing to be addressed are:
- Training plan for Councillors
 - Community Council Plan.
 - It was agreed to arrange a meeting with the Sageston School Council with representatives from the Community Council.
 - A Schedule of diary dates for discussion and review of policies etc i.e. budget, financial regulations , risk assessment , policies review, assets register and management.
 - The Council's report prepared for the Annual General meeting is already undertaken but this should include priorities, activities, achievements.
 - A document needs to be written on the Community Council's procurement procedures.
 - Clerks Salary needs to be updated and reviewed annually.
 - It was agreed that a lot of what is in the "Guide" is already done but there are matters that need to be addressed .

SIGNAGE AWAITED – TEAGUES CROSS GIVE WAY SIGN AT WHITEHILL AND KNAPPS LANE REDBERTH

Clerk confirmed that these have again been chased up with the relevant department at PCC and their update is awaited.

SAFEGUARDING POLICY & WELSH LANGUAGE POLICY

Welsh Language Policy - this needs to be added to the Community Council's policies portfolio. Chair provided a copy of a Town Council's Policy and the Clerk agreed to adapt for the Community Council.

Councillors had been provided with a Safeguarding Policy for the Community Council. It was resolved that this policy covered the relevant aspects of safeguarding and it was proposed by Cllr

Griffiths and seconded by Cllr Benbow that this policy be adopted and added to the Community Council's Policies portfolio.

CLERKS SALARY REVIEW

Following discussion it was resolved that officers of the Community Council meet via Teams on Tuesday 18th October to discuss this matter.

PLANNING

On the afternoon of this meeting it notification was received from PCC that the following application has been refused:

21/0154/PA – Ground floor extension for bedroom on front elevation and first floor dormer window to rear elevation . New window on ground floor rear elevation . Highway, Milton, Tenby. Noted.

CORRESPONDENCE

- Information on works on telegraph poles through the Village in preparation for high speed broadband.
 - invoices for payment – field rent £750 from Carew Castle Estates (to be paid via BACS)
 - Clerks expenses: £193.97 - this includes purchase of defibrillator signs for Redberth Kiosk, spare keys for shed at Memorial Hall, Book of condolences and supplementary additional items including signs, pens. £77.53.
 - Clerk confirmed that due to a change of bank account details by Viking an amount of £66.95 will need to be re-authorised to include the new information received as the previous BACS payment had been returned.
 - Wifi £46.20 West Wales systems paid by Direct debit , clerks salary £162.74
 - Bank account balances - current £9280.43 business £4721.09
- It was resolved that these invoices be paid. Proposed by Cllr Benbow and seconded by Cllr Allen.

- Letter from the Carew Senior Citizens Committee –
- Cllr Griffiths declared an interest and withdrew from discussion.
The date of the Carew Senior Citizens Christmas dinner this year will be on Saturday 10th December 2022 at 1 pm. In the past two years this has been in the form of a delivered meal due to COVID. This year it will be a hot sit down meal in Carew Memorial Hall. Last year 80 meals were delivered. The cost of providing the meals was more than £400 and the Committee ask for help towards the cost of the hot three course meal this year. Raffle prizes from Councillors and any help on the day requested.
Following discussion and deliberation Councillors learnt that for the past two years the Community Council have donated £350 each year to help fund the event. It was proposed by Cllr Allen and seconded by Cllr Benbow and resolved that £375 be sent as a donation towards the cost of providing this event.

COUNTY COUNCILLORS REPORT

- County Councillor Thomas informed that she had received further information from the chosen contractor regarding the gate at the Play Area in Carew and firmed up the cost of the gate (£647.40 + £25 delivery charge) ready for the work to commence.

- County Councillor Thomas had opportunity to meet with the contractor to look at the Carew Newton Cemetery Ashes Area following comments that the outer ring of the pavers are falling away. Suggested plan is to take remove the outer ring and re-position and lay a cement path around the area and this will make the path more flush. Approximate cost of this would be £540. It was agreed that this be added to the budget and financial statement when considering the Precept.
- One dose of weed killer has been applied to the Ashes Area also.
- County Councillor informed that the doors on the shed at the side of the Memorial Hall had been pushed in and off the rails . This had been temporarily repaired. Discussion ensued on the need for consideration of a security camera to this area in the light of much activity and litter.
- County Councillor Thomas had been made aware of graffiti at the area locally known as the "Old Tip" past the Ford off Birds Lane. Community Councillors were concerned at the content of this graffiti and will further investigate how best to report this to the relevant authorities.
- County Councillor Thomas was pleased to inform the Community Council that the Royal Mail post box has been replaced at Whitehill. However, this was not at the original site and the letter box opening is facing in the wrong direction. Following further communication with Royal Mail she confirmed that she had raised this issue/concern and would be reporting back further when further information obtained.
- County Councillor Thomas informed that a local resident was in the process of undertaking a sweep with a metal detector in the play areas in Carew and Milton. This is a useful and helpful initiative in order to ensure there are no sharp metal objects in the play areas and also in preparation for the replacing of the fence in Carew. Some money had been found and when the work is complete she will inform of the amount found. It was agreed to thank the resident undertaking this.
- County Councillor Thomas met with Member of the Senedd Sam Kurtz recently along with 12 residents from Milton to discuss the traffic concerns. She provided a resume' of the issues discussed and concerns raised. Mr Kurtz will take these matters forward and keep County Councillor Thomas apprised of developments. One suggestion was to ask the Go Safe speed van to visit the area to monitor activity.
- County Councillor Thomas had learnt that at the Milton Play area at the gate leaving the park there needs to be consideration of signage warning that on exiting to watch out for bikes along the Old Bridge. It was resolved that the Clerk discuss this matter with PCC.

ITEMS FOR THE AGENDA FOR NEXT MEETING

Training dates and Remuneration Panel report.

Community Council dinner - It was resolved to hold the dinner in the first week of January i.e. 4th January 2023 in Carew Inn.

DATE AND TIME OF NEXT MEETING

The next meeting of the Community Council will be held in the Committee Room of Carew Memorial Hall on Wednesday 9th November 2022 at 7 pm.

The Chair thanked all for attending and declared the meeting closed.

SIGNED:

DATE:

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The next meeting of Carew Community Council will be held in the Committee Room of Carew Memorial Hall on Wednesday 9th November 2022 at 7 pm.

AGENDA

1. Apologies for absence
2. Minutes of the last meeting
3. Matters Arising and "What's Been Happening"
4. Progress of grant applications.
5. Planning
6. Budget, financial planning and review
7. Correspondence
8. County Councillors Report
9. Items for the Agenda for next meeting.
10. Date and time of next meeting = Wednesday 14th December 2022 in the Committee Room of Carew Memorial Hall.

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