

**LLANGWM COMMUNITY COUNCIL
MINUTES OF THE MEETING HELD ON
14th June 2016 at 7.00pm
LLANGWM VILLAGE HALL**

- | | | | |
|----|--|--|-----------------------|
| 1. | Present: Councillor R Preece (Mrs) (Chair) Councillor M John Councillor M Watkins (Mrs) | Councillor D George Councillor N Lewis Councillor E Rawlings (Mrs) | |
| 2. | Apologies: , Councillor P Morris (Mrs) | Councillor B Childs(Vice Chair) | |
| | In attendance: K M Codd (Mrs) Clerk | | |
| 3. | Declarations of any personal, prejudicial or potentially conflicting issues. To be noted in the action column. | | Action R/A |
| 4. | Minutes of meeting held on the 10th May 2016 Minutes were read and agreed as being a true and accurate record. Proposed by Councillor Rawlings seconded Councillor Watkins | | |
| 5. | Matters Arising | | |
| | a) | LCC historical records. The Clerk confirmed that she has safely deposited records at the PCC Archives in Haverfordwest. She will file an up to date copy of all deposits made by LCC in the filing cabinet housed in the Village Hall. | Clerk |
| | b) | Grass Cutting. In response to Cllr Lewis, the Clerk confirmed that she hopes to meet with Mr Docherty (Grass Cutter) before the next meeting, (July). | Clerk |
| | c) | Code of Conduct Training. The Clerk asked the meeting if they were happy to go ahead with the arrangements for training, i.e. 6.30 commencement before a monthly meeting and to extend an invitation to neighbouring Community Councils. All members concurred. | Clerk |
| | d) | Damaged fencing at Pill Parks. Cllr John advised that he will follow up concerns made by Cllr Childs regarding a report of damage to fencing at the rear of the playing fields. | Cllr John |
| | e) | Defibrillators. Cllr Rawlings has passed on information on how to raise monies to purchase a defibrillator to residents from Llangwm Ferry and other interested parties in the village. She continued by advising that the placement of the defibrillator for Black Tar is in process, but there is a maintenance issue and also she is awaiting a response from PCNP to complete the siting. | Cllr Rawlings |
| 6. | Correspondence received by 8th March 2016 | | |
| | a) | AON Insurance – Clerk noted that following last month’s decision to go ahead with the quote, she had reread the policy and could not find any reference to the recent LCC enquiry to cover the Black Tar Toilet Block. She has received an apology from AON who will forward a midterm adjustment schedule for LCC to consider. Noted. | R/A |
| | b) | Paul Davies AM – Advice Surgeries June to December. Notice Board and | Action |

Village shop.

c) **Citizens Advice Bureau** – AGM 22nd June 2016. Notice Board

Clerk

Clerk confirmed that members are receiving all e-mails.

7. Planning received by 10th May 2016

15/1324/PA Planning Permission granted for Alteration to Rear of 25 Main Street Llangwm.

8. Finance

a) Cash Statement – 14th June 2016 £1532

b) Grant Thornton Audit 2015/2016 Annual Return was confirmed as correct and in order. Cllr Rawlings proposed and seconded by Cllr Watkins. The Chair R Preece signed the Annual Return. As requested by Grant Thornton, a letter was signed to confirm that copies of information required by them were true copies of the originals.

Clerk

c) Clerk's wages for June 2016 £200.

Proposed by Cllr Rawlings and seconded by Cllr Lewis.

d) Clerk's expenses June 2016 £20.00 Cllr Watkins and seconded by Cllr Rawlings.

R/A

e) Invoice for stationery £5.50 was signed by the Chair and proposed for payment by Cllr Watkins and Cllr Lewis.

9. Risk Assessment

a) Cllr Preece advised that Common Land at Black Tar was in good order.

b) Cllr Preece also advised of a fallen tree at Edwards Pill. PCC had been swift in clearing the debris. However, there is now a hole close by the footpath and, following discussion, the Clerk was asked to advise both PCC Rights of Way Officer and Head of Highways to ensure that a safety check of the area is made.

Clerk

c) Code of Conduct training – see Matters Arising 5c.

10. Defibrillators - Please see Matters Arising 5e

11. Black Tar Toilets

Cllr Rawlings reported that she and Cllr John met with PCC officials at the Toilet Block for the purpose of ensuring that the property would be handed over in good order. As there were signs of historical leakage, PCC had previously offered to renew the roof but were now offering to treat the asbestos roof to negate leakage. In response to Cllr Lewis suggestion that the roof may not be asbestos, Cllr Rawlings informed the meeting that the PCC representatives were 99% sure the roof is asbestos and that they felt no need to undertake a test to confirm.

Other issues discussed at the site meeting were:-

Action

- Change of lock which left the Rowing Club unable to access the building. (this has now been resolved)
- To gain assurance that the building must be in good order before both the LLC and the Rowing Club agree to sign the lease.

Cllr Rawlings continued to advise that she has received a letter from PCC suggesting that LCC were slow in making a decision on taking the lease. Cllr John agreed with Cllr Rawlings that it was PCC who were slow in their response to requests from LCC regarding the state of the building etc.

Cllr Rawlings and Cllr John met the Rowing Club in the last week to update them of the current situation. Also, they have been keeping the Chair, R Preece, informed throughout the process.

Cllr Preece confirmed that when LCC were satisfied that the Toilet Block was in order, she was happy to attend PCC Offices in Haverfordwest to sign the lease.

**Cllr
Rawlings/
Cllr John**

12. Any Other Business

a) Cllr Rawlings advised that a resident approached her regarding fund raising for two seats in memory of a Llangwm Resident and suggested a placement on the Village Green. This was discussed at some length and LCC concluded that:-

- The Village Green seats had been placed by PCC and any replacement seating be directed to them.
- The family requesting a memorial bench should send a formal letter to LCC.

Cllr Rawlings will ensure the family have this information.

Cllr Rawlings

b) The Chair noted an e-mail request from the Llangwm Festival Committee asking that two horses from a Medieval Enactment Society be allowed at Pill Parks.

Both Cllr George and Cllr Watkins raised concerns about horses being given permission to be at Pill Parks feeling that children could be endangered and also possible damage to the field. Cllr John advised that only two horses had been mentioned and that the e-mail was sent out three weeks ago for comment.

Following discussion, Cllr George proposed that no horses be allowed on the field, seconded by Cllr Watkins. An amendment was made by Cllr Lewis that further clarification be made as to what role the horses would undertake prior to granting permission. Cllr John seconded.

The Clerk will e-mail the festival organiser tomorrow (15th June 2016) seeking clarification of the role of the horses and where the horses would be contained on the field.

Action

Clerk

13. Date, time and venue for the next meeting.

12th July 2016 @19.00 hours at Llangwm Village Hall.

There being no further business, the Chair thanked members for their attendance and declared the meeting closed at 20.25 hours.

Signed Chair

Date