



FREYSTROP COMMUNITY COUNCIL & FREYSTROP VILLAGE HALL

Minutes of the meeting held on Monday 10 June 2024 at 19:30 in the Village Hall, Freystrop

1. Attendance & Apologies

- Freystrop Community Councillors: W D Thomas (Chair), E Utting (Vice Chair), D S Harries, A M Simpson, M R Harries
- Prospective Community Councillor: T F W Holder
- Freystrop Community Council Clerk: R D Lavis
- Pembrokeshire County Councillor (Llangwm Ward): M J John

2. Welcome

- The Chair welcomed everybody to the third meeting of the evening

3. FCC Policy on Declarations of Interest

- It was requested that interests are declared at appropriate points in discussions

4. Presentations & Questions from the Public

- No members of the public were present and no questions had been submitted in advance

5. Minutes of the 13 May 2024 Monthly Meeting

- The minutes of the meeting were passed as a true representation
 - Proposed: A M Simpson. Seconded: E Utting

1. Matters Arising

- Approved meeting minutes for 15 April 2024
 - The clerk notified Council that the date at top of the minutes was incorrect. These had been corrected manually and initialled by him him before publication

2. Correspondence

- PAVS Social Enterprise Event
 - The Chair requested details be forwarded to him

FREYSTROP COMMUNITY COUNCIL

3. Highways & Rights of Way

- The Chair has drafted a letter to be delivered An Trabhan as the pavement incursions are continuing

4. Planning Matters

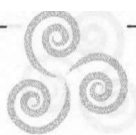
- Outstanding applications
 - 23/1054/CL – Shipping Back, Moorland Road
 - Siting of caravan
 - Consultation expiry date 25 April 2024
 - Refused
 - 23/1053/PA - 1, The Cobbles, Old Selwyn Farm, Lower Freystrop
 - Alterations and extension to dwelling
 - Amendments submitted 25 April 2024
 - Consultation expiry date 26 April 2024
 - Conditionally approved

5. Cemetery

- Councillor M J John has received comments that grass at the exit is obscuring the sight-line
- Councillor D S Harries made the comment that similar issues were being experienced at the Little Milford junction also

6. Bus Shelters, Kiosk & Other Assets

- The ramp at the bus shelter at Lower Freystrop appears to have suffered significant damage. Councillor D S Harries used her PCC Account to report this prior to the meeting
- T F Holder has received confirmation from PCC that the Freystrop Cross shelter roof is asbestos. It will cost a possible £1,000 to remove the roof safely
 - It was agreed to research possible grant funding to undertake repairs
- The bench outside Settlands is still awaiting repair



7. Training/Seminars & Presentations

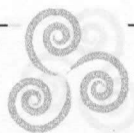
- OVW Resources for Biodiversity
 - The clerk attended the launch on 21 May via Zoom
 - Section 6 reports will be monitored in the future
 - Council requires a Biodiversity Plan – 1 year detail or 3 year strategic
 - 3 Training modules were launched – modules 25,26 & 27. 25 & 26 should be done before 27
 - 3 support guides have been published. These are available to Councillors on the FCC-Resources webpage
 - Councillor A M Simpson has reserved a place on all 3 training modules
- OVW Innovative Practice Conference 3 July
- New Councillor Induction
 - T F Holder informed the clerk he was available to do the training on any of the scheduled dates
- Working Better Together 28 May
 - Councillor A M Simpson attended Biodiversity presentation by Aethne Cooke
 - The second part of the meeting was the first Clerks' Forum for clerks only
 - PCC & Llanrhian Community Councillor Neil Prior who chaired the meeting stated that Llanrhian has increased the salary rate of their clerk in light of increasing demands
 - It was requested that direct contact to PCC departments be available to clerks to improve communications
 - Is it possible for PCC to provide internal audit assistance to TCCs
 - A uniform approach to all aspects of planning between TCCs and PCC should be developed
 - More local support for clerks via PCC which may be more focussed than that provided by OVW & SLCC
- SLCC Joint Youth Engagement Summit with NALC and OVW
 - Councillor A M Simpson commented that this is a very good initiative
- The clerk will apply for a bursary to cover OVW training

8. FCC Administration

- T F W Holder signed the Acceptance of Office and is now a Community Councillor for Freystrop. The clerk will notify Electoral Services
- OVW & PCC Pre-election Timetable of Actions have been received. Councillors were reminded of their responsibilities in the run up to the General Election
- The estate of the late Councillor D Roy John
 - Transfer documents for the gift of the land had been received by the clerk. The four Trustees, Councillors W D Thomas, D S Harries, M R Harries & A M Simpson, signed in the presence of the clerk and the document was returned to the Administrators
- Processes for managing the Biodiversity responsibilities of FCC will be developed over the coming months
- The clerk has signed up to attend meetings concerning the transfer of the pmbstcc website to Google sites. The information obtained may assist Councillors to decide what FCC does to replace its pmbstcc webpages
- Two guides have been received. The clerk will review and present to Councillors
 - IRPW Guidelines for Councillor remuneration
 - OVW Guidance on Working Digitally
- OVW Recruitment, Induction and Retention of Clerks
 - This is a pilot course and the clerk has registered to attend. Councillors W D Thomas & E Utting signed the invoice to reimburse the clerk
- Community Arrangements Review
 - Publication of the review has been halted until after the General Election. The consultation document is to be expected on 9 July with the consultation period ending on 2 September

9. FCC Financial Matters

- PAYE
 - HMRC report £757 of unallocated funds. The clerk will look to correct this anomaly in July
 - The clerk has completed the PAYE homeworker registration and received his new tax code
 - Clerk's payslip for April-June 2024 was presented for approval and for payment on 25 June. This was prepared in accordance with the 2023/24 Remuneration Policy
 - Proposed for payment: E Utting. Seconded: T F Holder
- Payments made in April/May
 - Zurich Insurance Renewal - £241
 - Grass cutting at Parc Hamdden Freystrop Recreation Park - £300
- Reserves
 - The reserve values for a defibrillator and speed signs were adjusted following the agreements made at the May meeting
 - No change was made to the PHFRP reserve as a payment relating to OCF4 is to be made



- Budget v Actual
 - Councillors had been presented with the BvA to 6 June 2024. There are no concerns
- Bank accounts
 - Current Account Balance: £5,930.44 at 06/06/24
 - Deposit Account Balance: £10,553.11 at 06/06/24

10. Community

- Neighbourhood Watch Report
 - No report has been received. This item will be removed from future agenda unless there is something to report

11. Other Matters

- County Councillor's Report
 - Pembrokeshire County Councillor M J John update
 - All PCC meetings are on hold except time dependent ones
 - For the 20MPH review a postcode is required as the comments made must be by those affected by the limits
 - Some Community Reviews have been published
 - There is a LDP2 workshop taking place on 14 June 2024. LDP2 decisions will apply until 2033
 - PCC has issued a legal challenge to the operators of the Withy hedge landfill
 - 18 June registration cut off for electors in the General Election
 - Llangwm Carnival will take place on the 29 June
 - The Chair extended thanks to Councillor M J John for exceptional attendance and support of FCC
- One Voice Wales
 - Councillor W D Thomas
 - OVW Policy meeting
 - Bridgend Council wish to halve the number of TCCs in their area
 - Ceredigion have drafted significant changes to their TCCs
 - OVW & Welsh Local Government Organisation meetings maintain good relations
 - Emyr John is now Communications Officer for OVW
- Councillors' Requests
 - The Chair proposed that FCC send its best wishes to our former postman
 - Councillor E Utting reported a sunken drain by the plot by Bracknell lodge. The Chair will inspect and use his PCC Account to report the problem
 - Councillor T F Holder has received comments about the hedge flowing over the path from Heathfield Terrace to to PHFRP
 - The Chair will again use his PCC Account to report this
 - Councillor E Utting has received comments concerning grass cuttings being dumped by pathway to Silverstream
 - A suggestion was made that a barrier along the path to PHFRP would be a good idea

FREYSTROP VILLAGE HALL

12. Village Hall

- E Utting has placed notices on cars parked at the hall which were causing obstructions to attendees at the hall
- Pilates classes are finishing

13. Parc Hamdden Freystrop Recreation Park

- OCF4
 - The noticeboard has been installed by Sigma Display
 - The invoice was approved for payment by W D Thomas and E utting. The funds are held by FCC
- "Spring in the Park"
 - The event was a success and very well attended. £457 was raised
- Play equipment inspections
 - Payments to PCC are required, in arrears, for 2023/24. The payment was approved
 - PPS Pembrokeshire had produced a scathing report which required some immediate actions to be taken. A M Simpson expressed serious concerns about the use of the equipment deemed dangerous
 - It was agreed that a meeting would be held at 19:00 on 11 June to discuss future action
 - T F Holder is currently investigating equipment repairs
- Working parties
 - Some remedial actions had been taken to cosmetically improve the look of the play area following the inspector's report



14. FVH Administration

- Election Guidance for Charities has been received. This mirrors the guidelines for FCC
- Short Mat Bowls Equipment
 - Due for removal by the end of June
- Safety checks
 - Monthly
 - Fire alarm check
 - The check was undertaken prior to the meetings and there were no faults
 - Subsidence measurement
 - The cracks on the west wall were found to have closed up consistently by 0.5mm whilst on the east wall an increase of 0.5mm was recorded. These were the first measurements and therefore do not show a trend. Two new points were made – one to eliminate issues with the plasterwork on the west wall and the other on the east wall in the former WI cupboard where there is a large crack
 - Play park equipment
 - Reported above
 - Quarterly
 - Defibrillator check
 - Due circa June 2024
 - W D Thomas has replaced the pads as per the maintenance recommendation. Reimbursement for the purchase was approved

15. FVH Financial Matters

- FVH Treasurer Report
 - The internal audit is complete. A suggestion has been made to improve accounting for petty cash. Two signatures, Treasurer and secretary, would be sufficient to verify the amounts
 - Honorariums of £50 for the internal auditors (FCC & FVH) should be paid. Thanks were extended to Messrs Hearne and Howells for their assistance
 - Proposed for payment: M R Harries. Seconded: E Utting
- Bank accounts
 - Current Account Balance: £1,717.30 at 06/06/24
 - Deposit Account Balance: £16,898.50 at 06/06/24

16. Date of Next Meeting

- Next scheduled meeting 8 July 2024 in Freystrop Village Hall at 19:30
 - Monthly meeting of Freystrop Community Council and Freystrop Village Hall
 - Items for inclusion on any agenda should be received by the clerk by Wednesday 3 July
 - Note: This is the last meeting before the summer recess, meetings recommence in September

R D Lavis

Clerc & Swyddog Ariannol Cyfrifo, Cyngor Cymuned Freystrop/
Clerc & Responsible Financial Officer, Freystrop Community Council
Ysgrifennydd, Neuadd Bentref Freystrop/Secretary, Freystrop Village Hall
Ebost/Email freystropcc@yahoo.com

Approval proposed by:

Ama Nupre

Seconded:

Dan Harris

Signed:

R D Lavis

Date:

8/7/24