

FREYSTROP COMMUNITY COUNCIL & FREYSTROP VILLAGE HALL

Minutes of the meeting held on Monday 13 May 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 meeting

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 15 April 2024 Monthly Meeting

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

6. Matters Arising

- No issues were raised

7. Correspondence

- Age Cymru
 - Free Community Digital Support
 - The initiative was welcomed and the clerk instructed to contact Age Cymru to make arrangements as part of the Get Togethers. The next Get Together will be on 3 June
- Hywel Dda University Health Board
 - Arts & Health Charter Launch notification

FREYSTROP COMMUNITY COUNCIL

8. Highways & Rights of Way

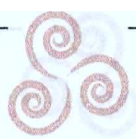
- Parking
 - The problem is thought to have reduced however the Chair will draft a second letter to be issued to the residents of An Trabhan who it is believed are the cause of noticeable ongoing obstruction
- Speed signs update
 - A review of the 20mph limits has been initiated and it was felt that the results should be inspected before further work is done
- Road Sweeping
 - A Targate Road resident had asked that the road be cleared. This is a PCC matter

9. Planning Matters

- Outstanding applications
 - [23/1054/CL](#) – Shipping Back, Moorland Road
 - Siting of caravan
 - Consultation expiry date 25 April 2024
 - [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
- It was pointed out to Council that a new notice appears to be on display at Lavender Cottage

10. Cemetery

- No issues



11. Bus Shelters, Kiosk & Other Assets

- Bench outside Settlands
 - The Chair has approached a resident who is a carpenter who has agreed to repair the bench
- Councillor M R Harries requested progress on repairs to the Bus Shelter at Freystrop Cross. Measurements have been taken to replace the window pane and options of the best repair to the hole in the asbestos roof discussed

12. Training/Seminars & Presentations

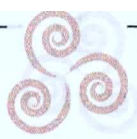
- OVW Resources for Biodiversity
 - The clerk has registered to attend the launch on 21 May, 11:00-13:00
- OVW Innovative Practice Conference 3 July
 - The Chair indicated an intention to attend
- New Councillor Induction
 - Sessions are scheduled for 21/5 & 4/6, 18:30-20:00. A bursary available
 - The clerk requested a decision from T F W Holder as to the best session to book him on should he decide to join Council

13. FCC Administration

- The estate of the late Councillor D Roy John
 - The clerk has been requested to supply full address details of Councillors by the Administrators to allow completion of the transfer documents. Four Councillors will named as Trustees. Should a Councillor resign from Council it will be FCC's responsibility to update the Trustee list
- Annual Report
 - Thanks were offered to Councillor A M Simpson and the clerk for the work undertaken in production of the draft reported
 - The Chair requested the addition of concerns over the planning at Will Meadows be added
 - The clerk made the suggestion that consideration be given to combining the annual newsletter and the annual report into one document for distribution in July
 - The document will be presented for approval at the AGM
- Draft Remuneration Policy 2024/25
 - A second draft was issued to Councillors incorporating the tax information provided in the latest guidance document from One Voice Wales. Councillors made no requests for any changes to be made to the document which will be presented for adoption at the AGM
- Youth Representatives
 - Recognised as good idea at April meeting but no actions proposed
 - No discussion time was allowed on this topic
- OVW Guidelines Received
 - The following guidelines from OVW have been received in the last few weeks
 - Annual Reports
 - Some suggestions have been incorporated into the draft annual report
 - Contract of Employment
 - Councillor A M Simpson is reviewing
 - Members' Allowances
 - The draft remuneration policy has been modified to reflect the requirements

14. FCC Financial Matters

- FCC Insurance Renewal
 - Zurich renewal quote received £241 from 1 June 2024
 - Renewal was approved and the clerk would raise payment
 - Proposed: D S Harries. Seconded: E Utting
- Payments made in May by Bank Transfer
 - OVW Membership - £104
 - Audit Wales – 2021/22 Audit - £200
- Audit 2023/24
 - Mr Brian Hearne will undertake the Internal Audit
- Audit 2022/23
 - Audit Wales have observed that opening and closing balances on reserves were not documented. Improvements had already been made in the 2023/24 accounts presented to Councillors, further work will be applied for the 2024/25 accounts
- Reserves
 - A value of £1500 remains in the reserves for the purchase of a defibrillator. The clerk requested permission to remove this if Council had no plans to purchase a further defibrillator. It was confirmed there were no plans
 - The clerk had observed that the Speed Signs reserve had not been increased by the £50 donation from the donation by Mr B S Hearne (the internal audit honorarium) for 2022/23. The correction will be made in 2024/25 accounts
 - The clerk and the Treasurer for Freystrop Village Hall proposed to Council that the reserves held by FCC for expenditure at Parc Hamdden Freystrop Recreation Park should be transferred to the FVH deposit account. This was accepted as the



correct location for the funds. The Treasurer and clerk will supply Councillors with full details at a later meeting

- Bank accounts
 - Current Account Balance: £6,476.44 at 7/05/24
 - Deposit Account Balance: £10,535.75 at 10/05/24

15. Community

- There was no update on the Neighbourhood Watch. It is to be assumed that there are no issues

16. Other Matters

- County Councillor's Report
 - Pembrokeshire County Councillor M J John update
 - At the recent PCC AGM a new Leader and new Chairman were elected
 - Withyhedge
 - A change has been made by the operators from a recycling facility to landfill site. 2 enforcement notices have been served to combat the issues
 - Complaints of smells from the site were made by Hook residents in April
 - The Community is urged to report smells immediately
 - A review of Library Services is to take place. This is likely to have implications for the Mobile library
 - Enhancing Pembrokeshire Grant
 - Major schemes claims closing shortly
 - 20mph
 - The Council review is underway. There is a dedicated email address for comments which must be made with facts

FREYSTROP VILLAGE HALL

17. Village Hall

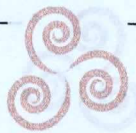
- Canva.com
 - The secretary has created a charity account which gives up to 50 free pro accounts to produce a number of documents using templates. Any committee member wishing to produce posters etc can be set up by the secretary through their email address
- Thanks were given to Dawn & Clive Harries for cleaning the car park at the Village Hall

18. Parc Hamdden Freystrop Recreation Park

- OCF4
 - Installation of the new noticeboard will be completed during the first period of dry weather
- "Spring in the Park"
 - The event will take place on Saturday 18 May
- Play equipment inspections
 - The Treasurer will check insurance coverage
 - The Treasurer requested permission to obtain quotes for comparison with the SLA issued by PCC for the inspections
- Working parties
 - The next will be on 25 May

19. FVH Administration

- Short Mat Bowls Equipment
 - The remaining items will be removed by the end of June
- Safety checks
 - Monthly
 - Fire alarm check
 - Tested and confirmed working before the meeting
 - Subsidence measurement
 - A M Simpson & R D Lavis have put markers on the most significant cracks for monitoring
 - Trees could be clearly seen through one crack on the western wall
 - WI have moved cupboards in the kitchen to allow checks on the large crack in that wall
 - Quarterly
 - Defibrillator check
 - Due circa June 2024
 - New pads required - £45
- A request has been received to store the polling booths until the next election



20. FVH Financial Matters

- FVH Treasurer Report
 - The internal audit has been organised
 - No payment received for holding the election yet
- Bank accounts
 - Current Account Balance: £1,061.00 at 10/05/24
 - Deposit Account Balance: £16,835.54 at 10/05/24

21. Date of Next Meeting

- Freystrop Community Council AGM 10 June 2024, 19:00 at Freystrop Village Hall
 - **NOTE: Earlier start**
- Freystrop Village Hall AGM 10 June 2024, follows FCC AGM
- Next scheduled meeting 10 June 2024, follows AGMs
 - Monthly meeting of Freystrop Community Council and Freystrop Village Hall
 - Items for inclusion on any agenda should be received by the clerk by Wednesday 5 June

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:

Anna Jimboe

Seconded:

Esau Utting

Signed:

R D Lavis

10/06/2024

Date: