



FREYSTROP COMMUNITY COUNCIL & FREYSTROP VILLAGE HALL

Minutes of the meeting held on Monday 9 September 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, T F Holder, M R Harries
- Freystrop Community Council Clerk: R D Lavis
- Pembrokeshire County Councillor (Llangwm Ward): M J John
- Apologies: Councillor W D Thomas. The Chair was present prior to the meeting but poor health meant he had to leave
- PLANED: Sarah Foster, Community Led Housing Officer
- Members of the public: J Forrest

2. Welcome

- Councillor E Utting assumed the Chair following the departure of Councillor W D Thomas. All present were welcomed and wishes expressed for the speedy recovery of Councillor W D Thomas

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

- There were no questions from the Public
- Council received a presentation on Community Land Trusts by Sarah Foster, PLANED. Councillors indicated interest in the opportunities

5. Minutes of the 8 July 2024 Monthly Meeting

- The minutes of the meeting were passed as a true representation
 - Proposed: A M Simpson. Seconded: D S Harries

6. Matters Arising

- No matters have arisen from the last meeting

7. Correspondence

- The clerk gave a brief outline of the following topics received and would forward to /councillors on request
 - Primary Care and Community health and well-being showcase
 - Presentations & recording from the National Park Authority Engagement Event
 - Together for Change Newsletter July 2024
 - Pembrokeshire County Council Early Budget Consultation 2025/26
 - OVW Innovative Practice Conference 2024 Report

FREYSTROP COMMUNITY COUNCIL

8. Highways & Rights of Way

- PCC – Speeding outside Parc Hamdden Freystrop Recreation Park report
 - Councillor D S Harries presented a response received from PCC. Council are not happy with the apparent lack of concern and will continue to press for the introduction of measures. Councillor A M Simpson pointed out that there is no playground sign to the east
- Resident request for a mirror at Target Road/Moorland Road junction to enable view of approaching vehicles exiting Moorland Road by vehicles turning onto Moorland Road from the west
 - Councillor T F Holder found what may be a suitable mirror via an internet search. It was agreed to look at the positioning of a mirror
- Grass dumping on path to Silverstream
 - Complaints have been received about grass dumping. No action was determined
- Water leak on Targate Road
 - Work appears to be ongoing to repair the leak



9. Planning Matters

- 24/0279/PA Lavender Cottage Access
 - Resubmission
 - No comments
- 24/0467/CL Caravan at Shipping Back
 - Resubmission
 - No comments
- INV/0233/22 Middle Hill Quarry
 - PCC have notified the clerk that no action is required
- Comments have been to Councillors regarding a new polytunnel type structure currently housing poultry on New Road.
 - No action was decided upon

10. Cemetery

- No comments

11. Bus Shelters, Kiosk & Other Assets

- Freystrop Cross Bus shelter graffiti
 - Also on service cabinet near Hiers Lane
 - Councillor W D Thomas had undertaken some remedial action
- Councillor D S Harries proposed to carry out some temporary repairs to the bus shelter

12. Training/Seminars & Presentations

- Councillor Induction from a clerk's perspective
 - The clerk attended both sessions of an excellent course
- OVW Guidance Documents Received
 - Attendance by Members – the 6 Month Rule
 - The clerk gave a summary of the pertinent points to Councillors
 - Powers & Policies
- Working Better Together 23 July report
 - Councillor W D Thomas and the clerk attended the Community Review session which discussed the proposals received
 - The Clerks' Forum closed early as there appeared little enthusiasm for discussions
- The clerk drew Councillors' attention to the following presentations and would forward details on request
 - OVW Digital User Community for Community & Town Councils
 - OVW Youth Engagement & Cost of Living Initiatives
 - Placemaking with People 2024
 - Keep Well Roadshow
 - Together for Change - Working Together for a Better Wales
 - Dyfed-Powys P&CC Engagement
- OVW National Conference
 - 16 October, RWAS
 - Councillor W D Thomas had indicated that he may attend

Councillor T F Holder left the meeting at this point

13. FCC Administration

- Audit Wales Presentation to OVW Larger Councils Committee report
 - The clerk gave a summary of the contents and pointed out some of the contradictions contained within
- Community Review Consultation
 - A joint meeting of Councillors and clerks of Freystrop, Hook and Llangwm Community Councils was held on 5 August at Freystrop Village Hall. Pembrokeshire County Councillor (Llangwm Ward) and Llangwm Community Councillor M J John also attended.
 - All 3 Councils re-iterated their opposition to the proposals and their impracticalities. Individual Council responses were submitted plus Councillor M J John Made a submission as County Councillor
 - Councillor D M Petrie (Hook Community Council Chair) approached Paul Davis MS for support in opposing the proposals; The MS agreed and also made a submission
- Councillor email addresses
 - The clerk apologised for the way he and Councillor W D Thomas had introduced Councillors to the FCC email addresses
 - The new email addresses for Council business take the form Cllr.<first name>.<family name>@freystrop.wales
 - Councillors A M Simpson and M R Harries are using the email addresses. Councillor M R Harries set up D S Harries with phone access at the meeting. Offers of assistance were given to Councillors W D Thomas and E Utting to gain access
- The Estate of the late Councillor D R John



- Councillors to be registered as Trustees for the gift of land were requested to attend the offices of Red Kite solicitors at their earliest convenience to provide proof of identity
- The Estate are waiting upon Councillor M R Harries to provide his documentation

14. FCC Financial Matters

- Internal Auditor 2024/25
 - Mr B S Hearne had been approached to undertake the next internal audit
- 2022/23 Audit Wales Response
 - VAT reclamation
 - Councillor A M Simpson had identified issues with some invoices and requested the clerk to follow up with the suppliers
 - Clerk underpayment
 - The clerk had the figures verified by Councillor A M Simpson
- Receipts July to September
 - The precept of £3,000 had been received
- Payments made July to September
 - The following approved payments were made by bank transfer. The payment request raised by the clerk and Councillor A M Simpson authorising the payment
 - Internal Auditor's Honorarium
 - OVW Training
 - Grass cutting
- Upcoming Payments
 - The following payments were proposed for payment by Councillor D S Harries and seconded by Councillor M R Harries
 - Audit Wales 2022/23 due - £573.83
 - Clerk's salary £661.50
 - Clerk's backpay £471.43
 - Data Protection Fee – 16 October 2024 (direct debit) £40.00
 - Reimbursement to FVH for exercise equipment from reserved funds
 - Figure to be clarified by the clerk and Councillor A M Simpson and presented at the October meeting
- 2025/26 Budget
 - The clerk requested Councillors to consider the next budget for discussion at the October meeting
- Bank accounts
 - Current Account Balance: £6,222.47 at 06/09/24
 - Deposit Account Balance: £10,604.80 at 06/09/24

15. Community

- Dyfed Powys Neighbourhood Watch Chair's Introduction
 - Forwarded to Rebecca Beeden
- Pen Parc Christmas trees
 - A brief discussion about Christmas Trees was held. Council would continue to consider the issue
- 2024 Newsletter
 - The clerk forewarned Council it was time to start work on this year's issue
 - This will be the last December publication
 - It was suggested that an A4 format be adopted and that the 2024 Annual Report be edited and included this year
- Development Brief for Freystrop
 - FCC has no Community Plan. The need for one was highlighted in the Councillor Induction course and by Sarah Foster
 - It was resolved to launch a community consultation at the coffee morning in September

16. Other Matters

- County Councillor's Report
 - Pembrokeshire County Councillor M J John update
 - PCC would be presenting Councillors the proposed LDP2 at a meeting on Friday
 - Work on Haverfordwest's traffic interchange is starting
 - The Havens PCC by-election has been called
 - PCC are running 2 consultations – budget & PCC self assessment
 - Canvassing for electoral roll sign up is underway
 - Pot holes outside hall & white lines fading reported by Councillor M J John
- One Voice Wales
 - National Conference 16 October
 - Councillor W D Thomas may attend
- Councillors' Requests



- Councillor E Utting had received concerns relating to children crossing the road for buses in the morning
- A brief discussion did not result in any firm actions

FREYSTROP VILLAGE HALL

17. Village Hall

- Car park extension
 - The secretary informed members that T F Holder had alerted the BDS Project Manager to the outstanding issue
- Pembrokeshire Community Buildings Network report
 - A M Simpson & R D Lavis attended latest meeting in Llandewi Velfrey A M Simpson described work carried out at Llandewi Velfrey's hall also the suggestions from presenters and attendees for increasing income and encouraging use of halls throughout the county
- Supervisor & Bookings Clerk reports
 - A M Simpson stated that while August had been very quiet in the hall and that bookings were now increasing again
 - A request for the Hall to be used for a regular Puppy Training Class has been received. A M Simpson felt this should be discussed before making a decision as dogs in the hall is not liked by all. After discussion the decision was made to allow the classes with the proviso that the hall had to be left in a clean condition. A precedent had been set in the past when allowing the Canine Club to use the hall.
 - The Hall Supervisor suggested purchasing new cleaning equipment and products to allow hall users to effectively clean the facility
 - Weed issues around the exterior of the hall had been tackled
- Members' comments
 - The Craft Group have requested that extra tables be available on the floor of the Hall for their use as they were experiencing issues retrieving the tables needed from the cupboard. This was not deemed an issues and tables could be doubled up on the 3 that are normally left out

18. Parc Hamdden Freystrop Recreation Park

- Biodiversity survey
 - This is ongoing, thanks were expressed to all who are helping with this
- South Hook Community Fund
 - The cheque has been received
 - The equipment is due to be fitted 11-12th September.
 - A M Simpson requested confirmation of the permission to transfer funds from the Village Hall reserves to cover the final payment, due after fitting.
 - Proposed D S Harries. Seconded M R Harries
 - Reimbursement to the FVH reserves would be made from FCC's reserves for PHFRP
- Bluestone Foundation Community Fund
 - The grant application was unsuccessful
- Play Area renovation
 - Some wooden fencing has been replaced but more work needed.
 - The second Keep Wales Tidy bench has been fitted near the swings
 - Hakin Infants Play Equipment
 - Councillor M J John commented on the groundwork done by T F Holder – no update available
 - Keep Wales Tidy Garden Packs
 - A M Simpson has applied for the pack plus the Orchard Top-up pack which we are eligible for
- Working parties
 - The next one is scheduled for the last Saturday of the month but no work plan has been decided



19. FVH Administration

- FVH Charity status
 - The Draft CIO Constitution is nearing completion
- Short Mat Bowls Equipment
 - M R Harries informed the committee that removal had been delayed. He was requested to seek removal as storage units for the hall were already taking up valuable space in the container at the field
- Safety checks
 - Monthly
 - Fire alarm check
 - Undertaken on 5 August
 - A further check was carried out immediately following the meeting
 - Subsidence measurement
 - Recorded on 5 August
 - Recorded on 2 September
 - Play park inspection
 - Inspected 16 August
 - Quarterly
 - Defibrillator check
 - Undertaken on 26 August

20. FVH Financial Matters

- Internal Auditor
 - Honorary acceptance
 - Mr R Howells acceptance of position of internal auditor 2024/25
- Hall Fees
 - £8.50 from 1 January 2025
- FVH Treasurer Report
 - All items were covered earlier in the meeting
- Bank accounts
 - Current Account Balance: £2,388.03 at 06/09/24
 - Deposit Account Balance: £16,961.70 at 06/09/24

21. Date of Next Meeting

- Next scheduled meeting 14 October 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 9 October

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 community.clerk@freystrop.wales

Approval proposed by: *A M SIMPSON*

Seconded: *M R HARRIES*

Signed: *[Signature]*

Date: *14/10/24*