**CAREW COMMUNITY COUNCIL**

Minutes of the Community Council meeting to be held on Tuesday 11th February 2025 at 7 pm in Committee Room of Carew Memorial Hall.

**Present:** Cllr Simon Hosker-Hicks (Chair) Cllr Madeleine Bland

 Cllr Marina Griffiths Cllr Marcia Allen

 Cllr Sarah Benbow Cllr Linda Dennis

 Cllr Alison Folder County Councillor Vanessa Thomas

**Apologies for absence** - Cllr Julia Williams and Cllr Steve Williams , Cllr Trevor Goodman

**Requests for hybrid/remote attendees -**  none received

**Declarations of Interest –** From the information communicated to Councillors there were no expressions of interest.

Chair welcomed all to the February meeting.

**Minutes of the January meeting -** It was proposed by Cllr Folder and seconded by Cllr Griffiths that the minutes of the January meeting were a true record and they were duly signed by Chair.

**Matters Arising:-**

* **Milton Marsh Walk Bridge – anti-slip material -** Councillors provided an update on the anti-slip wire on the bridge and it was felt to be safe but will keep an eye on it in the event of icy conditions. Some trees overhanging the walk will need attention. Clerk informed Councillors that again contact had been made with Dwr Cymru regarding the repair/replacement of the broken fence to the right of the walk. This matter will be kept under review on a weekly basis until the work has been done.
* **Financial Regulations final version to be adopted & Risk Assessment -** Work now complete on amending the Financial Regulations & Risk Assessment for the Community Council and following discussion it was proposed by Cllr Bland and seconded by Cllr Allen that these be adopted. All present agreed.
* **Code of Conduct and Finance and Governance Toolkit -** To be put on Agenda for the March meeting for ratification and adoption
* **Dual Authorisation for BACS payments -** County Councillor Thomas asked for a Councillor other than herself to authorise BACS payments. Cllr Allen kindly agreed to consider this and report back on her decision.
* **Community Council Website update –** GoCardless monthly direct debit has been set up and the new website carewcommunitycouncil.gov.uk is now live. Training has been given to both Cllr Griffiths and the Clerk and uploading the necessary documents and information is now underway. PCC and OVW have been informed of the change of website address. Further training to be undertaken by Clerk with Easywebsites shortly.
* **West Williamston Phone Box.** Update - Information has been submitted to the insurance company and when the claim has been agreed the purchase of the new door will take place.
* **Grass Cutting Contract -** All present agreed to the tender submitted and this has been signed and returned. Their Public Liability Insurance runs out end March and when renewal policy obtained they will forward to the Community Council for records.
* **Enhancement Grant for play equipment -** Award letter now received for £5333 and the Funding Agreement has been signed by Clerk and Cllr Griffiths. Discussion ensued on the siting of the equipment originally for Milton Play Area. It was agreed in the first instance to contact the chosen company to obtain weight restrictions and this information to be available for the March meeting. Working Party required.

**Planning** - 24/0975/PA – Replacement of lawful residential chalet with dwelling as well as removal of static caravan, ancillary structures and installation of replacement package treatment plant at Sweet Nothings, Redberth, Tenby SA70 8SA. Following discussion there were no adverse comments nor obvious grounds for refusal identified. All present agreed to request PCC to grant this planning application.

**Audit 2023/24** - Community Council’s External Audit for 2023/24 has now been returned as qualified. There were a number of items that need attention and Councillors discussed , noted, took on board and these will be attended to . Internal Auditor has decided to retire and unavailable for 2024/25 Audit. An Internal Auditor used by other local Community Councillors has been approached and has agreed at a cost of £150. Clerk informed that she has asked Audit Wales to confirm if the next audit will be Full or Basic.

**Clerks Appraisal and Salary Review -** Cllr Griffiths informed that the Appraisal has been undertaken and agreed with the Clerk. Clerk asks for help with the next Audit and in the future and for hours to be increased from 16 to 20 per month in view of website input . Discussion ensued on the Salary Review and it was agreed to wait until the NALC 2025/26 rates in March and commence new Salary as per these rates starting April 2025. Chair agreed to contact local Accountant to clarify monthly salary, working expenses and PAYE and report back.

**Church in Wales Cemetery Fees -** New burial fees for Carew Newton Cemetery as of 1st January 2025 circulated to Councillors . Following discussion all present agreed that the Community Council will follow the Church in Wales fee schedule. This schedule was signed and will be placed in the Minute Book and a copy will be send to local Funeral Director, on the website and in the Policies Portfolio.

Clerk informed that there has been a recent internment in Carew Newton Cemetery Ashes Area This being the first internment in the Ashes Area, the Funeral Director came across no problems and therefore the Community Council Cemetery Committee need not meet to review the Burial Regulations and forms at present. An application for a memorial tablet is in the process of being submitted by the Funeral Director.

**Dog fouling, Resurfacing roads in Carew Park Estate and Speeding from Carew Bridge to Carew Roundabout -**  Cllr Dennis and County Councillor Thomas informed the meeting that dog fouling continues to be a problem . County Councillor Thomas had met with a member of Streetcare at PCC for a walk around the problem areas. He commented on the good job with signage to prevent dog fouling undertaken by the Community Councillors and the spraying of the fluorescent paint around the foul. It was agreed that the following be put on the Community Council Facebook page and local community Facebook pages to explain the situation:-

**“** Following a number of complaints once again about dog fouling, and a recent visit by the PCC Enviro-Crime team, they will now be regularly visiting the Carew & Sageston areas to check on the situation.  If any dog walkers are seen not picking up after their dogs, then the officers have the authority to issue a fixed penalty notice.  This situation will be closely monitored, and results reported back to Carew Community Council. **“**

 **Resurfacing of roads in Carew Park Estate -**  Cllr Dennis reported on the response she had received from PCC regarding the state of the roads on the rest of Carew Park Estate following the recent resurfacing of Hop Gardens Road. County Councillor Thomas informed of the classification of roads in poor condition and when they might be resurfaced. Residents to be encouraged to report potholes and road defects on the My Account section of Pembrokeshire County Council website and these will be attended to. However, roads in Carew Park Estate are not scheduled for resurfacing in the foreseeable future.

**Speeding Carew Bridge to Carew Roundabout** - Complaints received of vehicles not adhering to the 20 mph limit along this stretch of road, particularly when crossing from Carew Inn junction to the Castle Gate. Clerk had also received an email from resident who has experienced this problem. County Councillor Thomas reminded Councillors of the speed sampling on 12th November when 9 offenders were identified and cautioned. PCSO Emma Hayward to be informed.

**Democracy & Boundary Commission report due 29th January 2025 -**  This forms part of the Accountability guidelines and was discussed . The Wales website shows that this relates to the dissolution of Independent Remuneration Panel for Wales and a new body set up to oversee payments. All present noted.

**Democratic Health of Community and Town Councils.**  Councillors had been sent to the link to this document and it was discussed. It was felt it was a very informative document.

**Correspondence & invoices for payment**

* Review of Community Arrangements in Pembrokeshire - Clerk had given each Councillor a copy of the relevant parts of this document . This was discussed noted
* Section 106 monies – how these monies were e spent in other areas received from Enhancing Pembrokeshire Team - Following discussion it was agreed to look at whether this award could be used for the purchase of Community Noticeboards. Also discussed was the provision of Youth Shelter(s) in the Parish
* PCNPA LDP2 Review of Report. Noted
* OVW things to do for Councils. Noted
* Community Ambassador Role OVW /MAWW Fire . No nominations at present
* Two further emails were received from residents and replies sent regarding the Toilets in Carew. From henceforth any further communications received will be directed to PCC for comment and response. Also noted from the Press is that Penally toilets are under threat of closure by PCC.
* OVW training dates with updates - Clerk encouraged Councillors to book dates especially Code of Conduct sessions. Two Community councillors have booked Health and Safety course on 11th March and The Council on 18th March 2025. Clerk to look into a full Council training session by the Monitoring Officers Team at PCC
* OVW - National Awards April 2025 in Builth Wells. Noted
* DPPHQ Conference 4/3/25 with a link to the Event - County Councillor Thomas will try to attend.
* PCC - Additional Governor Sageston School - Cllr Allen’s term of office on the Board of Governors expires on 25th January and she has expressed an interest in continuing a the Community Council’s representative. Clerk has informed PCC of this and that the nomination is supported by the Community Council.
* PCC – Additional Governor Cosheston School. Noted but no nominations received.
* LPIP/OVW Survey on community resilience. Survey has been completed
* OVW – Cost of Living Crisis Project with link to the webinar. Noted
* OVW – Useful document on unscrambling the jargon - short PDF on the acronyms frequently used. Noted
* Community Resilience from Grwp Wales - request by them to come to March meeting to discuss. Councillors considered this request and felt this not necessary at present.
* OVW – Asbestos management guidance. This useful document received and training session dates available. Noted
* Proposed transport arrangements in Pembrokeshire from Regional Transport - attached link for a meeting 13th February 12-1.30 pm Noted and Cllr Griffiths hopes to join the webinar.
* One Voice Wales Annual General Meeting - Online on Tuesday 11 March 2025 from 4:00pm to 6:00pm. Cllr Bland will endeavour to join the webinar.
* OVW – Cost Of Living Crisis Project - Working With Partners To Deliver Cost Of Living Support To Your Community . Noted
* OVW nominations to attend Buckingham Palace Garden Party . Chair Cllr Simon Hosker-Hicks expressed a wish to attend and the necessary information will be sent to One Voice Wales.
* Planed training 19th February (2 sessions) one on successful funding bids and widening reach on social media. Noted
* PCC - Open consultations on changes to library services, Draft Environmental Services Strategy 2025-2030 & Proposed Well-being Objectives for 2025-2030 with a “Have Your Say” link to survey.

Derestriction of the 20 mph speed limit from Welsh Government/Senedd.Noted

* Public Appointment Welsh Government via OVW - Appointment of Chair to Natural Resources Wales. Noted.

**Invoices for payment and regular payments –**

Website set up invoice - £300 inc VAT Easy Websites (BACS) ,

Fluorescent spray for dog fouling (Cllr Dennis ) £13.99 (cheque).

Clerk purchased ratchet straps for use on Milton Phone box prior to the last storm but did not use them . It was agreed by all present that these will be kept by the Community Council for future use. Invoice is £19.80 (cheque) .

It was proposed by cllr Bland and seconded by Cllr Benbow that these three invoices be paid

Standing Order Clerks Salary £222.55 , West Wales Direct Debit £48.52

Info received from West Wales Systems on increase to direct debit of £2.07 per month.

Bank Account Balances Current - £12,577.16 Business/deposit account £776.11

**Policing Matters** - In her absence PCSO Emma Hayward provided the following updates;

* Speed checks by Go Safe and High visibility patrols have been conducted through the course of the month in the area.
* County Councillor Thomas and PCSO conducted a ‘meet the street’ Saturday afternoon/evening patrol of Carew, which proved to be very successful. They spoke with residents regarding community issues, and offered advice to young members of the community regarding E-Scooter use. The feedback from the public was very positive, and this is something they will continue to do in the future.
* Safety advice and reassurance- As you may be aware there have been a couple of burglaries in local parishes which is very out of character for this area. Reminder to secure properties, outbuildings and vehicles, Also to remain vigilant and report any suspicious behaviour straight away to us on 101 or 999 in an emergency.

**County Councillors Report –** County Councillor Thomas providing the following:

* She has been out with PCSO Hayward from Milton to Whitehill on 7th February and spoke with residents. One resident asked why upgraded play areas not provided.
* Milton Traffic Calming – Paskeston Lane . This scheme is now progressing with a slight change to the previously agreed option . There will be no speed bumps and with traffic priority islands . Cllr Thomas agreed to send out the revised plans . However this scheme is getting closer to being completed.
* The sunken road on exiting Milton at the junction with A477 is being monitored on a regular basis by PCC.
* County Councillor had received communication from resident regarding water hemlock in Carew Cheriton and she had contacted Public Protection . This will be of concern to dog walkers and a note will be put on the Community Council Facebook page urging residents to beware.
* Bus Shelter in Milton has been reported again – this needs to be repaired and secured following damage during the recent storms.
* County Councillor Thomas has reported the A477 speed sign by W P Lewis which blew down in the storms.
* County Councillor Thomas informed that PCC operatives were out litter picking on 11th February. PCC have agreed that residents who wish to put out an extra grey refuse bag following a litter picking initiative may do so and she asked for Councillors to let her know and she will inform PCC of these households. Clerk has the green litter picking bags for whoever wishes to collect.
* County Councillor Thomas informed that from 1st March the forthcoming closure notices will be erected at the Public Conveniences at Carew. When closed the maintenance operative company and PCC will be monitoring the site when the whole area has been secured. Hopefully this is decommissioning/moth balling pending the Tourist Tax coming into being.
* Summerton Farm Wind turbine - Wind energy collective emailed regarding the forthcoming planning application for renewal of a larger turbine. Councillors agreed to await the plans and discuss in Community council meeting.

**“What’s Been Happening”, General Discussion and Items for agenda for March 2025 meeting.**

* Working Better Together meeting 28th January has been cancelled and the next is Tuesday 25th March.
* Chair informed of a problem with a private sewerage treatment plant in Redberth that discharged into the brook . He will report back if there are any further updated.
* Redberth bus stop shelter - Chair informed of the leaking room and County Councillor Thomas agreed to take this forward to PCC.
* Reminder of the Birds and Wildlife talk on Friday 28th February 2025 at 7.30 in Redberth Church.
* Milton phone box - door will not close. BT have informed that an operative will come and look at the door that will not close .
* Cllr Folder informed that the wooden bridge near Milton Play Park needs urgent attention Clerk to ascertain who has maintained this bridge in the past.

**Items for agenda for March meeting**  - Remuneration for Councillors, Review of budget.

**Date and Time of next meeting - The next meeting will be held on Wednesday 12th March 2025 at 7 pm in the Meetings Room of Carew Memorial Hall.**

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

 SIGNED: - ……………………………….

 DATE: - ………………………………….

**0-0-0-0-0-0-0-0-0-0**