

Draft Minutes March 2018 for Hook Community Council

<p>Hook Community Council Cyngor Cymuned Hook</p>		<p>Trustees for the Hook Miners’ Memorial Ground and Garden Charity reference - 524435</p>
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**HOOK COMMUNITY COUNCIL
MINUTES OF MEETING HELD ON
Tuesday 20th March 2018
MOUNT ZION URC HALL, HOOK**

<p>1. 1. Present:</p>	<p>Cllr J Sutton Chair Cllr P Griffiths - Vice Chair</p>	<p>Cllr D Petrie Cllr A Thomas</p>
<p>2. In attendance:</p>	<p>County Councillor M John Clerk K M Codd (Mrs) Lucy Davies – Volunteer Litter Picker left after item 4.</p>	

3. 2. Apologies: Cllr E Bowen Cllr J Ramsey **Action**

4. Declarations of any personal or potentially conflicting issues.

To be noted during the meeting.

3. PLANED

Liz Thomas, representing PLANED, outlined the way forward to update the 2011 Hook Village Action Plan. Liz explained Leader Funding, Community Visioning and Action Planning, and circulated copies of same to Members.

Liz gave several examples of PLANED working with other Community Councils and Voluntary Groups to help plan future projects and where and how to apply for funding to support community projects. She also mentioned Welsh Government “Well Being Strategy” which supports not only personal well being but that of the community in which people live, work and play.

Following discussion, Members agreed for a September date, to hold a residents meeting, to include youth representation (all ages welcome), with Hook CC and PLANED, most probably a Wednesday evening 6.30pm – 9.00pm. All agreed the Hook Sports Association would be the most suitable venue, the Clerk will book via their Secretary and report back at the April meeting. **Clerk**

Liz further advised that a questionnaire needs to be circulated to all households encouraging them to engage them in the project. Members agreed that this could be placed in the Hook Newsletter. In response to the Clerk, Liz confirmed that a prize or prizes could be offered on return of the completed questionnaire. She will forward a draft copy of a questionnaire, which Hook CC can alter or add at their discretion. These would need to be returned locally, Village Shop, Hook Sports Association or Mount Zion Hall by August 2018 to help form the September meeting.

Action

Cllr Sutton, as Chair, thanked Liz for attending.

3. **4. Volunteer Litter Picker (Agenda item 14.)** – Lucy Davies asked about black bag collections, in view of the upcoming changes to 3 weekly collection. Cllr John advised that each household will be allocated 52 marked PCC bags per year, (no other black bags will be collected).

Clerk

Clerk to enquire about the emptying of refuse bin by the bus stop outside the Hook Miners' Recreation Area. Hook CC will keep Lucy informed.

4. 5. Minutes of previous meeting 20th February 2018

Read and approved as a true and accurate record

Proposed by Cllr Petrie seconded by Cllr Griffiths

5. Matters Arising

Clerk

- a) Cllr Sutton advised Members that the Head of Hook School will inform them of equipment required, and costings.
- b) Playground Fence – Clerk to contact PCC for specific paint requirements as per ROPSA guidelines.
- c) Cllr Petrie enquired about Time Banking – Clerk has been given further dates and will liaise with Hook Sports Association for possible dates. Also, she will invite local Community Councils to attend.

Clerk

6. Report by PCC Councillor M John

Cllr John reported on the following topics:

a. Council Tax Proposals. At the recent full PCC meeting on the 8th March, it was decided to raise council tax by 12.5% as proposed. The vote was 40 for and 18 against which was a larger majority than some expected. PCC was still the lowest in Wales and 3rd lowest in England and Wales.

Members discussed the effects this may have residents. Also, the effect of the proposed reduction in education services. Cllr John added that further savings will also be sought by PCC. The changes in refuse collections from two to three weeks is only one method of cost reduction and further cuts will be sought.

b. Furzy Hill. A site meeting was held on the 13th March 2018. In attendance, Cllr John, Cllr Jeff Sutton (Chair Hook CC), Huw Marriot and Kelly Morris, both from PCC Highways Department. The issues were pointed out and options discussed. The balance was highlighted between making road users aware of the bend and imposing any restrictions which could affect delivery vehicles or buses. Both Huw Marriot and Kelly Morris would consider any possible options and report back to Hook CC. **Action**

Members went on to discuss the need for Speed Bumps at an area near Hook School. In response to Cllr Petrie, Cllr John agreed to request a speed test from PCC.

c. Local issues raised by Members. Cllr John reported on the following issues raised with him.

- Loose drain at bus shelter. Had been inspected by PCC and will be replaced when labour available. Another problem identified in the same area will also be repaired.
- Footpath toward Mission hall from bus shelter. Had been inspected and would be repaired. A long-term re-surfacing project would need to be pursued with PCC
- Lower Quay Road. Had been inspected. A large area needs hot tarmac which may also require reconstruction.

Cllr John thanked members for their input, and advised he only reported on the larger topics with direct effect on this area. If any members wanted information on any other issues involving PCC, then they should contact him when required. **Clerk**

8.. Correspondence **Clerk**

a) PCC Council Tax Payments – Information was received regarding some households in Hook paying Council Tax to Llangwm Ward. The Clerk contacted PCC and has received confirmation that this is indeed the case. The matter is in hand and it expected that further information will be available at the April 2018 meeting. **Clerk**

b) General Data Protection Regulation – “As you will already be aware, this regulation will be implemented by way of a new Data Protection Act and that as a public body you will be required to ensure that the requirements of the regulation are in place within your Council by 25 May, 2018”.

c) Consultation on the draft Autism (Wales) Bill – Clerk to forward to Hook School.

d) The Welsh Government is conducting a public consultation on edition 10 of PPW and would like your views. The consultation will close on 18 May 2018. Visit the consultation pages of the Welsh Government website for information on how to respond (<https://beta.gov.wales/planning-policy-wales-edition-10>).

e) The Local Democracy and Boundary Commission for Wales (the Commission) has been asked by the Cabinet Secretary for Finance and Local Government to provide updated guidance on the **Action**

conduct of community reviews by principal Councils to support greater consistency in the manner in which community reviews are conducted.

- f) Community Council National Survey** On 9 March 2018 the Wales Audit Office will be sending an email to all town and community council Clerks to ask for their response to a national survey. **Clerk**
- g) Pembrokeshire Plastic Free – Event being held on the 24th April**
Tuesday, April 24, 2018 from 5:45 PM to 8:30 PM (BST)
Regency Hall, Milford Street, Saundersfoot SA69 9EW
- h) Hook Community Council Annual Return** – From Grant Thornton (Auditors) “I am writing to inform you that the Annual Returns will arrive late this year. The Wales Audit Office experienced delays in the printing and we are subsequently still waiting to receive them ourselves. We hope to get them sent out in the next few weeks, apologies for any inconvenience this may cause”.

- i) Independent Remuneration Panel for Wales Annual Report - February 2018** “I attach in accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, a link to the IRPW’s Annual Report, February 2018 and a covering letter from the Chair, Mr John Bader. This has also been sent to the Cabinet Secretary for Local Government & Public Services and other interested parties. You can find the report by using the following link: **Clerk**

<http://gov.wales/irpwsb/home/publication-reports/58592459/?skip=1&lang=en> The report will have effect for the financial year 2018 / 2019. The Panel would be grateful if you could make your members aware of the content of the report, especially your Community & Town councils”.

j. Consultation Creating a Parliament for Wales

“There is still time to have your say. The consultation will close on Friday 6 April 2018. Responses must be received by this date. **Clerk**
The National Assembly is holding a public consultation on the scope of the potential electoral, organisational and internal reforms which the Wales Act 2017 makes possible”.

Clerk confirmed that many e-mails were sent to members but not all noted at the meeting. Should members wish to discuss any e-mail further please advise the Clerk and she will bring it to the next scheduled meeting.

9. Planning received by the 20th March 2018

- a) **17/1155/PA** Proposal: Erection of a house Site Address: Plot 6, Leven Close, Pill Road, Hook, Pembrokeshire, SA62 4LF No **Action** Objections.
- b) **17/1167/PA** Proposal: Erection of Dwelling Site Address: Land West of 56 Pill Road, Hook, Haverfordwest, Pembrokeshire, SA62 4LU

- c) **17/1168/PA Proposal:** Change of use of garage to a one bed self-contained granny annex. Site Address: Hideaway, 52, Pill Road, HOOK, Haverfordwest, Pembrokeshire, SA62 4LU

Clerk

Clerk thanked Members for responding to Planning Applications that require a response between meeting dates.

Clerk

10. Finance

- a) Cash Statement March 2018 £3,887.
- b) Budget Review – Members agreed spending in line with budget 2017/2018 and await end of year figures for May 2018 AGM.
- c) Invoices for payment by 20th March 2018 – none.
Payment made to Potters Waster Management as agreed in previous minutes and pertaining to the issue of the Pride Grant.
- d) Cllr Griffiths reported that bank signatories are in place for Hook **Cllr Petrie** CC and accounts would be merged and the same with the Hook **Cllr John** Miners' Charity. He was able to establish that no monthly statements had been issued since early 2016. Cllr Griffiths also proposed that as on-line banking is now available, that the direct debit be changed in line with the Clerk's current monthly wage of £200. This was seconded by Cllr Petrie. The Clerk and Members thanked Cllr Griffiths for taking the time to resolve these issues with NatWest Bank.

11. Risk Assessment

- a) Defibrillator – in working order.
- b) Dog Refuse Bins – Members to and gain permission for siting.
- c) Any other risk assessment not listed above – none.

12. Pride Funding – Completion

Clerk advised that all the necessary paperwork and money transactions are made. She will also take photographs and forward to PCC for their records. A “thank you” piece will be published in the next issue of “Black Diamond”.

13. Filling of Casual Vacancy

Action

Clerk to create a new poster advertising the vacancy. Members will “spread the word” amongst residents.

14. Volunteer Litter Picker

See agenda item 4.

15. Land at Greenway

Cllr Petrie had circulated maps/plans of the Community Council land at Greenway and he, with Cllr John will have the opportunity to view other relevant documents at PCC. Discussion was held on adjacent land.

Members will make any decision following the visit from a PCC representative who will be attending the April 2018 meeting

16. Independent Review of Town and Community Councils

The Clerk attended an “Engagement Event – My Community My Council” on the 13th March 2018.

This event was extremely well attended and the Clerk felt it was well worth attending; giving her the opportunity to advise event organisers of the good relationships with residents and Village Community Groups. Adding that working partnerships with both Pembrokeshire County Council and Pembrokeshire Coast National Park Authority are excellent.

The Clerk further advised the “Event” that Hook CC Members gave both time and expertise to the role of Community Councillor, and were, she believed, overburdened with paperwork, taking up valuable meeting time. The amount of surveys and questionnaires have increased, along with the Independent Review being discussed today. Also, as Clerk, the amount of mail is increasing (especially e-mails), taking an inordinate amount of time to process, ensuring Community Councillors were provided with pertinent information.

The Clerk believes the Independent Review Panel will be sending out an interim report on the yearlong review in the next few months.

17. WW1 Centenary Commemorations

Members agreed to keep this on the agenda until all arrangements have been made.

18. Any Other Business - None

19. Date and time of next meeting Tuesday 17th April 2018 at 7.00pm.

There being no further business the Chair declared the meeting closed at 8.25pm.

Signed as a true and accurate record:

Chair

Date