

## ROSEMARKET COMMUNITY COUNCIL

Minutes of the meeting held at the Village Hall, Rosemarket on  
Monday 6<sup>th</sup> January 2020

**Present:** Cllrs Jill Gibson, David Hancock, Steve Davies, Caroline Haley; Peter Horton  
(Clerk);

**Apologies :** C’llr Barbara Summons.

### **Approval of the December 2019 monthly meeting**

The minutes were approved as written, and signed by the Chairman (proposer C’llr David Hancock, seconder C’llr Caroline Haley).

### **Matters arising**

**Dog fouling.** C’llr David Hancock had obtained spray and signage. It was hoped that these might help to improve the situation,

**Stream.** C’llr David Hancock had visited the site, and removed some blockage. The fast-flowing stream due to recent rainfall had made it impossible to carry out as much clearance as he would have liked. He had noted that further tree-felling had been carried out on land around the stream on the Llanstadwell side of the old railway bridge. He had also noted some trees that had actually started regenerating in the stream. C’llr Jill Gibson commented that there definitely appeared to be some significant obstruction to the flow of water due to the trees and debris in the stream. Members noted that quite a lot more trees had come down in recent times, some of which were affecting the stream flow.

C’llr David Hancock suggested that it would probably be better to go in there with a chainsaw in the Spring, by which time water flow rates should have subsided somewhat. He undertook to speak to the owner Richard Hayman to discuss the best way forward.

**Outdoor gym equipment.** C’llr David Hancock had obtained some brochure information relating to available equipment. Some of the brochures provided costings, including, in some cases, installation costs. However, there was some uncertainty over the exact definition of what these costings included. C’llr Jill Gibson suggested that it would be a good idea to consider seeking grant assistance for any scheme proposed. As well as The Beacon, the Village Amenity was mentioned as another possible location for any equipment purchased. Matter to be tabled for further discussion in February. In the meantime Clerk to enquire about the possibility of applying for grant funding via the Pembrokeshire Enhancement grant scheme. Clerk to also send a message to C’llr Rob. Summons to seek his assistance in identifying suitable grant funding sources, and obtaining funding.

**Railway Bridge growth.** Members noted that there had been no improvement. Clerk to chase up once again.

### **Planning**

There were no plans for consideration this month.

### **Accounts**

#### **Payments**

David Hancock (reimbursement for dog-fouling signage and spray) : £47-33

This payment was approved by Members (proposer C’llr Steve Davies, seconder C’llr Caroline Haley).

### **Annual review of Clerk's salary and expenses**

It was agreed that the Clerk's salary would be increased in line with the N.J.C. pay award for public service workers effective from April 2020, as per the Clerk's contract of employment. It was noted that the exact percentage of increase was yet to be published. It was also agreed for the fixed expenses for home and telephone usage to be increased by the same amount, as in previous years.

### **Consideration of possible pension provision for Clerk.**

[NOTE – The Clerk left the room during the initial discussion of this agenda item, then returned for the final element of discussion].

It was agreed by Members that, as pension provision is not currently a legal requirement for the Council, this would not be implemented.

Members noted that the scope of the job required to be done by the Clerk had incrementally increased in complexity year by year, and that the Clerk's salary rate had not been regularly reviewed to take account of this.

It was agreed that the Clerk should prepare a new and updated job description, this to be stand-alone document, with the listing of duties to be derived from the current job description encompassed within the Clerk's contract of employment. This document would henceforth be used to inform a regular six-monthly job evaluation process each April and September, with the next one to be scheduled for September 2020.

In recognition of the increasing complexity and demands of the Clerk's role that had occurred over recent years, it was agreed by Members for the scale point applicable to the job to be increased from Scale Point 20 of the revised N.J.C. pay scale for public service employees to scale point 22, effective from January 1<sup>st</sup> 2020 (equivalent to scale point 28 of the old pay scale).

Clerk to prepare revised contract of employment for signature at the February meeting.

### **Precept discussion**

Following detailed discussion, Members agreed to freeze the precept for 2020/21 at the current level of £9000.

### **Internal audit arrangements for 2019/20 accounts.**

Clerk to contact the internal auditor for last year to make arrangements for carrying out the internal audit for the 2019/20 accounts.

The above items were approved by Members (proposer C'Ilr David Hancock, seconder C'Ilr Steve Davies).

### **Correspondence**

- 1) O.V.W. – Innovative Practice and National Awards Conference 2020 – noted.
- 2) W.G. – Consultation on proposed increase in planning charges – noted.
- 3) P.C.C. – Notification of forthcoming engagement sessions in connection with budget-setting – noted.
- 4) P.C.C. – Information regarding Community Works grant scheme – Members were interested in the possibility of applying for grant funding for traffic calming measures. It was noted that applications were due in by early March. Funding for a possible 20mph speed limit in Front Street, or for targeted new sections of footpath were other possibilities mentioned. C'Ilr Caroline Haley undertook to look into the matter, carry out a visual survey of the Village, and report back to Members. It was noted that if a grant application could not be prepared by March, then there was a further deadline in June for the next phase.

- 5) P.C.C. – Notification of decision to open a Learning Resource Centre at Milford Haven Comprehensive School – noted.
- 6) O.V.W. – Information promoting commemorative events for forthcoming V.E. Day 75<sup>th</sup> anniversary – C’lrr Caroline Haley felt that the event should be commemorated, or at least noted in some way, in the Community. She commented that it would be good to try and increase the sense of ‘Community’ in the Village. To this end, she suggested the possibility of carrying out a survey in the Village to gauge opinion on a range of items under consideration by the Community Council. These might include provision of the outdoor gym equipment, the biodiversity issue, measures to combat dog-fouling, etc., as well as the V.E. Day commemorations. It was agreed to table the matter for discussion in February, with C’lrr Caroline Haley to prepare a draft survey document in the meantime, to be circulated to Members for perusal prior to the February meeting.

#### **Any necessary discussion of Village maintenance**

**Middle Street Bus Shelter.** Members were in agreement that something needed doing to prevent weed growth around the bus shelter. C’lrr David Hancock had placed an impromptu weed membrane down there as a temporary measure. However, it was thought that further measures were needed, such as perhaps gravel, more weed membrane, and /or possible grass-seeding of some areas. C’lrr David Hancock undertook to look at the costing of a suitable scheme, and report back to the February meeting.

#### **Any necessary discussion of Village Amenity land**

Nothing to discuss this month.

#### **Discussion of Environment Wales Act 2016 requirement to prepare a plan on biodiversity**

The initial report prepared by the Clerk was agreed as drafted (proposer C’lrr Steve Davies, seconder C’lrr David Hancock). Clerk to publish this on the Community web-page, and send a link for this to the Welsh Government as required.

#### **Discussion of possible plans to acquire land opposite Village Hall for the Community**

It was agreed that the Clerk should ask the Common Land Officer to offer guidance / assistance in applying to register the land as a Village Green. Clerk to also consult him about the possible merits of submitting a land registration application.

#### **Discussion of speeding problem through Village**

Matter covered above in Correspondence item 4.

#### **Any other business**

There was no other business for discussion this month.

#### **Public Forum**

There were no members of the public present at the meeting.

The meeting concluded at 9-10pm.

#### **Date of next meeting**

Monday February 3<sup>rd</sup>, 2020, 7pm