

## ROSEMARKET COMMUNITY COUNCIL

Minutes of the meeting held online on  
Tuesday 4<sup>th</sup> January 2022

**Present:** Cllrs Caroline Haley, David Hancock (Chairman), Jill Gibson, Tamsin Moore; Peter Horton (Clerk);

**Apologies :** C’llr Steve Davies, John O’Boyle

NOTE – The meeting was held online via the Zoom video-conferencing platform, and chaired by C’llr David Hancock.

### Declarations of known interests

None.

### Approval of the minutes of the December 2021 monthly meeting

The minutes were approved as an accurate record, and held by the Clerk for signature by the Chairman following the meeting (proposer C’llr David Hancock, seconder C’llr Tamsin Moore).

### Public Forum

No members of the public were present.

### Matters arising

**Speed-activated sign.** Nothing further had been heard from P.C.C. regarding arrangements for installation of the sign.

**Tree on Beacon, and associated suggestion of damage to adjacent boundary wall.** C’llr David Hancock had met with the landowner and looked at the wall. There was evidence of some cracks in the wall. There were three trees on The Beacon in the vicinity of this rear boundary. The damage had been noted, but liability not explicitly agreed. It was felt likely that removal / lopping of the three trees may well be needed in conjunction with any remedial work to the wall, if the trees were confirmed to be the cause of the problem. C’llr Hancock had asked the landowner to seek quotations for the perceived necessary work, in order to expedite the process.

Members were agreed that an expert opinion on the situation would be needed at some point. It was agreed that the Clerk should contact the insurance company and advise them of a potential claim. Also, Clerk to write to the landowner, summarising the situation following the site meeting, and setting out the community council’s position. Clerk to prepare an initial draft of this message and forward to C’llr David Hancock for input prior to sending it.

**Defibrillators.** In hand with Calon Hearts, who had undertaken to inspect the defibrillators, and report on any maintenance issues.

**Play equipment.** To be left in abeyance for the time being. Clerk to circulate the quotations to all Members for information.

**Watery Lane.** Clerk had been in touch with P.C.C., and the matter was now in hand, with P.C.C. undertaking to inspect the affected sections of carriageway.

### Planning matters

#### Applications

**21/0849/PA** - Alterations and Extension; Site Address: The Bungalow, 17, West Street, Rosemarket, Milford Haven, SA73 1JH – no comments.

## **Correspondence**

- 1) United Reform Church Property Department – Invitation for Community Council to take ownership of / responsibility for chapel graveyard – dealt with in agenda item below.
- 2) P.C.C. – acknowledgement of message re. Watery Lane – noted.

## **Accounts**

### **Income**

Precept (final instalment) : £3150-00

### **Payments**

There were no payments for approval this month.

### **Precept for 2022/23**

The Clerk had prepared figures for consideration, and these were discussed by Members. Members agreed a precept of £12000 for 2022/23 (proposer C’lir Caroline Haley, seconder C’lir Tamsin Moore). It was noted by Members that assessment of the precept was affected in part by the situation with recent grant applications. While the application for funding via the P.C.C. Community Works grant scheme had been successful, that to the P.C.C. Enhancing Pembrokeshire scheme for new play equipment had been rejected, as all available grant funds had already been allocated to the proposed Village Hall scheme.

### **Internal auditor for 2021/22 accounts**

Members agreed to re-appoint the same internal auditor as last year to carry out the internal audit of the current year’s accounts after the year end (proposer C’lir Jill Gibson, seconder C’lir Caroline Haley). Clerk to make necessary arrangements.

## **Discussion of Community tree-planting scheme**

The Clerk confirmed that he had had no success with enquiries about a suitable grant scheme, with all potential sources of grant funding being either closed to applications, or dependent on suitability criteria that would make the community council ineligible to apply. Members were agreed that the community council should fund the initial stage of the tree-planting in order to get the scheme under way during the current planting season.

The Clerk confirmed that he had received a quotation from Grandiflora. C’lir Jill Gibson was separately in contact with another supplier who might well be able to provide a suitable quotation. It was agreed that C’lir Jill Gibson would make contact with her supplier, and seek to obtain a quotation by the end of the week. This would then be circulated by the Clerk to all Members for comparison with the Grandiflora quotation. Members agreed that the most competitive / generally acceptable quotation would be selected for supply and planting of 3 Oak trees (Red Oak if available), and 4-6 hardy fruit trees during the current planting season (proposer C’lir David Hancock, seconder C’lir Caroline Haley). Once a quotation had been finally agreed, Members to liaise regarding meeting the contractor on site to pinpoint the precise locations for planting.

## **Discussion of arrangements for memorial to Barbara Summons’ contribution to Community affairs**

The Clerk had received one quotation for the concrete slab for the memorial bench. Other invited quotations to be chased up by Clerk prior to the February meeting.

## **Discussion of arrangements for painting of fence around recycling area**

Members were agreed that the weather was not yet suitable for the fence-painting. However, clearance of growth could be undertaken at any convenient time. Members agreed in principle to carry this out as a joint exercise, to be informally arranged between them, along with further litter-picking in the lanes around the Village.

### **Discussion of approach from United Reform Church regarding care of chapel graveyard**

Members were happy in principle to support costs of maintenance of the area on a donation basis. However, some Members were concerned at potential legal and financial liability associated with taking on ownership of the site. C’llr Caroline Haley felt that the matter should be looked into carefully, in order to make a properly informed decision, especially as there were some families in the Village with a direct interest in the matter.

It was agreed for the Clerk to seek advice from P.C.C., the United Reform Church themselves, and O.V.W., regarding similar situations that they might be aware of or have had involvement with, potential legal issues, etc. Matter to be tabled for further discussion in February.

### **Discussion of how to approach requirements of Local Government & Elections (Wales) 2021 Act due to come into force in April 2022**

Members noted the requirements due to come in during 2022, including the requirement to facilitate public representation in community council meeting agenda items, preparation of a training plan, and publication of an annual report on the activities and priorities of the community council. Matter to be placed on the February agenda for further discussion, with Members giving thought in the meantime to the detail of how best to proceed in these areas.

### **Any other business**

**St Leonard’s Well.** C’llr Jill Gibson mentioned that the well was in need of some maintenance. She also mentioned that, apart from the immediate maintenance needs, some regular maintenance arrangement should really be instigated, in order to care for the well in the long term. Members undertook to look at doing some clearance work in conjunction with the planned work around the recycling area.

### **Date of next meeting**

Monday 7<sup>th</sup> February 2022, to be held online using the Zoom videoconferencing platform.

The meeting concluded at 9-00pm.