

ROSEMARKET COMMUNITY COUNCIL

Minutes of April 2023 monthly meeting held online, on Monday 3rd April 2023

Present: Cllrs Caroline Haley (Chairman), Stu Gray, Jackie Prest, Gery Rostan; Peter Horton (Clerk).

Apologies : C’llrs Tamsin Turner, Jill Gibson, County C’llr Danny Young

The Chairman welcomed C’llr Gery Rostan to his first meeting as a newly-co-opted Member.

Declarations of known interest

None.

Approval of the minutes of the March 2023 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 Stu Gray, seconder C’llr Jackie Prest).

Opportunity for public representation on tabled agenda items

There were no members of the public present.

Matters arising

Triangle of land at the top of Front Street. Members were informed that the Clerk was still awaiting follow-up from Neil McCarthy at the P.C.C. Property Services Department with regards registering the land, and C’llr Danny Young was also chasing the matter up.

Memorial bench scheme. Members were informed that the scheme was now active, a simple application form had been prepared, and had already been requested by one local resident. This had yet to be completed and returned. Clerk to circulate the form to all Members for information.

Defibrillators. These had all been checked by C’llr Jackie Prest during March.

Planning matters

Consents granted

22/0659/PA - Outline application for the erection of a single detached dwelling following demolition of existing village hall and toilet block (all matters reserved); Site Address:

Rosemarket Village Hall, Middle Street, ROSEMARKET, Milford Haven, Pembrokeshire, SA73 1JP – noted. Members briefly discussed the need to find a new location for the defibrillator, preferably somewhere at the upper end of the Village. Agenda item to be tabled for discussion in May to discuss.

Correspondence

- 01) P.C.C. – Guidance on placing signage along roadsides – noted.
- 02) Adam Thomas, Dyfed Powys Police – Guidance on combatting littering – noted.
- 03) Local resident – request for financial assistance towards grass-cutting in Chapel graveyard – Members agreed to approve a £200 donation. Payment formally approved in ‘Accounts’ below.
- 04) W.A.O. – Notification of completion of external audit of 2021/22 accounts – dealt with in ‘Accounts’ below.

Accounts

Payments

Information Commissioner's Office (data protection registration)	:	£ 40-00
P.C.C. (Westaway Park rental)	:	£ 7-50
Tom Greenwood (repairs to Middle Street bus shelter):	:	£ 40-00
Infinity Play (playground repairs)	:	£1121-91
Chapel graveyard (Clerk to check payee name)	:	£ 200-00
The Huntsman (donation towards community Coronation event)	:	£ 750-00

The above payments were approved by Members (proposer C'Ilr Caroline Haley, seconder C'Ilr Jackie Prest).

Banking arrangements

This was currently in hand with the bank, with the mandate change having been submitted online, and C'Ilrs Caroline Haley and Jackie Prest to be added as signatories.

End of year interim accounts statement

The Clerk had circulated a provisional end of year statement. Members discussed some aspects of this, including the potential of future donations to the Rosemarket Village Hall Committee. This was noted for future consideration when further updates with regards the sale of the current site and plans for a new Village Hall would be known.

2021/22 accounts.

Members were notified of an unqualified approval of the 2021/22 accounts by the Wales Audit Office. The Clerk confirmed that the formal notice of completion had been posted in the noticeboard and on the community webpage as required.

Discussion of 2023 I.R.P. Report and determinations to be agreed

Members re-adopted same determinations as previously adopted in May 2022 for the 2022/23 year (proposer C'Ilr Jackie Prest, seconder C'Ilr Stu Gray). Any members wanting to waive their Member allowances for the current year were reminded that they would need to send an email to the Clerk to state this. Members agreed to make the payments in June 2023 to all Members who had not chosen to waive them.

Discussion of / update on initiatives at The Beacon

Proposed new play equipment. Members were informed that the grant application to the National Lottery for the accessible roundabout and basketball hoop had been submitted. Clerk to submit a further application for new P.A.V.S. grant, and also write to Valero to seek funding assistance from their Community Fund.

New picnic bench. Members were pleased with the picnic bench installation, which was now complete.

Tree-planting. The Clerk had provided details of the various types of tree pack available from the Woodland Trust. Members were agreed that the Woodland copse pack of 30 trees was the most suitable one for the community and would probably be scheduled for delivery in November 2023. Clerk to apply for this. The Clerk confirmed that it would be acceptable to plant the trees on the triangle of grass at the top of Front Street as well as The Beacon if Members wished to do this.

Safety repairs to play equipment / gate. Members were informed that the work required to correct the medium risk items identified on the playground reports had now been completed.

Discussion of possible support for Coronation celebrations

C’lrr Caroline Haley had circulated a document for consideration ahead of the meeting, containing notes of a possible itinerary for community activities to be held over the Coronation weekend, in conjunction with The Huntsman. Members were supportive of the suggestions and following some discussion, agreed on a £750 financial donation towards the cost of the event, based on the provision of free community activities as outlined in the document. In addition, it was agreed that the community council would obtain bunting and flags for use over the weekend and publish a community leaflet to advertise the event throughout the Village. C’llrs Caroline Haley and Tamsin Turner to produce a suitable leaflet as required. (All the above agreed by Members – proposer C’lrr Caroline Haley, seconder C’lrr Stu Gray).

C’lrr Jackie Prest suggested also obtaining some commemorative memorabilia for the local children. Following discussion, Members felt that, while it would be good in theory, it would be difficult to arrange in the time available and with regards to the logistics associated with distribution.

Discussion / adoption of 2023 Annual Report

A draft report had been circulated to Members in advance of the meeting. Members adopted this unamended (proposer C’lrr Stu Gray, seconder C’lrr Jackie Prest). Clerk to place the formal document on the webpage accordingly.

Update regarding open vacancy on Community Council

Members were delighted that a new Member, C’lrr Gery Rostan, had been co-opted to the council. On a related issue, Members were happy to grant a dispensation for C’lrr Tamsin Turner to be absent from meetings due to work/personal commitments for a period of a further six months (proposer C’lrr Jackie Prest, seconder C’lrr Stu Gray).

Discussion / update on littering / dog-fouling problems around Village

Members had noticed a significant improvement in the situation with littering along Bastleford Road in recent days, which was welcomed.

Regarding dog-fouling incidents, Members noted that these seemed to have lessened around the Village generally, but were worse than previously on The Beacon, including around the play equipment. Members briefly discussed the possibility of fencing off the play equipment, however, this was not felt to be an ideal option, partly as the play equipment was spread over a large area, and as it could interfere with people’s enjoyment of the open space there at present. However, Members did note that they may need to consider drastic measures if necessary, and if the situation did not improve. It was hoped that the increased public awareness associated with recent actions such as the paint highlighting of dog mess might improve the situation over time. Reports on dog-fouling incidents continue to be regularly submitted to P.C.C. by C’lrr Caroline Haley.

Members had been made aware of a hard-hitting poster currently in use in Neyland to combat dog-fouling, and that was apparently produced by P.C.C. The Clerk was working on tracking down the correct individual in P.C.C. with whom to discuss adapting this for use in Rosemarket.

C’lrr Caroline Haley mentioned that the Youth Advocate had suggested a Dog poo-bag dispenser bin for use on The Beacon. However, due to practical considerations, and uncertainty over whether or not it would make much difference, Members left the suggestion in abeyance for the time being.

Discussion of recently-completed 2023 Asset and Financial risk assessments

The Clerk had completed both risk assessments, which had been circulated to all Members ahead of the meeting.

Asset risk assessment. Regarding actions needed to address the more significant risks identified in the Asset Risk Assessment, the following were mentioned:

Benches opposite Huntsman – need maintenance.

Bench further up Middle Street – needs staining.

Village Amenity – Needs fence staining, and general clearance.

Clerk to obtain indicative quotations for these items.

In respect of safety / hazard issues raised in the Village Amenity, Clerk to draft a letter to the owner of the camper van regularly parked there, to raise concerns and make requests for action to address the issues. Draft of letter to be circulated to all Members prior to dispatch. Members left the matter of the concrete blocks left in the Village Amenity for discussion on a future occasion.

Financial risk assessment. Members noted this, and that there were no actions requiring action at the time.

Discussion of consideration towards purchase of a laser printer

Clerk to keep on the lookout for a suitable offer, and make Members aware of this as and when it should arise.

Any other business

Police Community event. Members were reminded of the event due to be hosted at the Golf Club on April 21st.

May meeting date. May 2023 meeting to be held on Tuesday May 9th, to avoid a clash with the May bank holiday and Coronation bank holiday. Meeting to commence with the 2023 A.G.M.

Anti-social behaviour. C’lir Jackie Prest had been made aware of recent incidents around the village, and all Members were encouraged to be alert to potential problems.

The meeting concluded at 8-50pm.

Next scheduled meeting to be held on Tuesday 9th May 2023, to commence with the 2023 A.G.M.