

**Minutes of the monthly meeting of Johnston Community Council held on 12<sup>th</sup> February 2024 in the Johnston Institute, and also online using the Zoom video-conferencing platform.**

**Present: Cllrs Christine Wilkins, Len Gale, Neil James, Louise Jones, Tracey Young, Kaidan Alenko, Martyn Spilsbury, Aled Thomas, Grayham Passmore; Peter Horton (Clerk).**

**Apologies : C'Ilrs Nina Philpott, Janet Jeffries, Yvonne Llewellyn.**

The meeting was chaired by the vice-Chairman C'Ilr Aled Thomas.

#### **2016 - Declarations of known Interests**

C'Ilr Neil James declared a personal but non-prejudicial interest in any discussion on speeding problems and pavement provision in Church Road and Hayston Road.

#### **2017 – To receive the minutes from the January 2024 monthly meeting**

The minutes were approved as written (proposer C'Ilr Neil James, seconder C'Ilr Martyn Spilsbury).

#### **Matters arising**

##### **2018 - Presentation by designer of WW1 commemorative bench**

C'Ilr Martyn Spilsbury reported that a detailed design drawing should be ready for the following month. C'Ilr Neil James had consulted the church minister informally about the possibility of siting the bench on the highway verge outside the church wall. The response had been favourable.

##### **2019 - Discussion of link footpath from Church Road to Hayston View**

C'Ilr Aled Thomas had received no further update from P.C.C. officers concerning the non-functioning streetlights. C'Ilr Neil James confirmed that they were still broken.

##### **2020 - Discussion of arrangements for future maintenance of defibrillators**

The Clerk confirmed that new batteries had been installed on the pavilion defibrillator as requested. He also reported that new adult pads were imminently required on three of the units. Members asked the Clerk to arrange for the purchase of three sets as needed. C'Ilr Kaidan Alenko also mentioned the problem of rubbish being placed inside the defibrillator cabinets. Clerk to ask C'Ilr Nina Philpott to put a notice on the community Facebook page to remind residents that this should not be done. Situation to be monitored with a view to considering coding the doors if necessary.

##### **2021 – request for path along main road from Bulford Road to roundabout.**

Nothing further heard to date.

##### **2022 - Discussion of traffic issues at junction of Langford Road / Main Road**

C'Ilr Aled Thomas had spoken to P.C.C. officer about the matter. The response had been negative, based on budget and workload factors. However, P.C.C. had indicated that they would be supportive of a request from the community council to reinstate the 30mph limit along the main road through the village. Members felt that traffic congestion through the village had worsened as a result of the 20mph speed limit, and resolved that a request should be submitted to reinstate the 30mph speed

limit along the main road (proposer C'Ilr Christine Wilkins, seconder C'Ilr Louise Jones). C'Ilr Aled Thomas to pursue this in P.C.C. accordingly.

### **2023 - Discussion of advertisement to fill open casual vacancy**

C'Ilr Grayham Passmore had been co-opted onto the council, and was present. Members welcomed C'Ilr Passmore to his first meeting.

### **2024 - Discussion of speeding problems and pavement provision, Hayston Road and Church Road**

The Clerk had submitted the request for speed reduction measures and pavement provision to P.C.C. as requested. A response had been received to say that P.C.C. wanted to assess the impact of the 20mph speed limit for 12 months before making any decision on further works that might be needed. No comment in the P.C.C. response had been made to address the specific matter of the need for a pavement to meet the requirement for a safe route to school. C'Ilr Aled Thomas undertook to pursue the safe route to school element of pavement need with P.C.C. officers. Clerk to forward previous email exchange with P.C.C. to C'Ilr Aled Thomas for info.

### **2025 - Discussion of possible purchase of planter for village entrance**

The Clerk confirmed that request had been passed on by the Trunk Road Agency to the Welsh Government for consideration. A further response was awaited.

### **2026 - Planning matters**

#### **Application consultations received**

**23/0886/PA** - Proposed single-storey extensions to dwelling; Springfield, Kiln Road, JOHNSTON, Haverfordwest, Pembrokeshire, SA62 3PE - no comments.

### **2027 - Correspondence**

- 1) Information Commissioner - Renewal reminder for data protection registration - dealt with in 'Accounts' below.
- 2) Local resident - Request for consideration to outdoor lighting provision, Close Field - dealt with in agenda item below.
- 3) Trunk Road Agency - acknowledgement of receipt of query about siting a planter on the highway verge - dealt with in 2025 above.
- 4) Andrew Gray - Consolidated quotation for work at Glebelands Field - dealt with in agenda item below
- 5) P.C.C. - document of Terms and Conditions relating to Local Places for Nature grant for work at Glebelands Field - dealt with in agenda item below.

### **2028 - Accounts**

#### **Payments**

P.C.C. (remaining 50% of invoice ref. M1580320 for signage)	:	£ 64-29
Infinity Play (chainlink fencing and sleeper installation, Vine Field)	:	£3769-93
Clerk (reimbursement for defibrillator battery purchase)	:	£ 27-70
I.C.O. (Data regulation registration annual fee)	:	£ 40-00
David Banfield (bus shelter cleaning)	:	£ 72-00
Johnston Institute (hall hire)	:	£ 200-00
Aled Bowen (grass strimming, Glebelands Field)	:	£ 560-00

The above payments were approved by Members (proposer C'Ilr Aled Thomas, seconder C'Ilr Martyn Spilsbury).

### **Annual risk assessments**

C'llr Neil James undertook to complete the annual asset risk assessment before the end of the financial year.

Clerk to complete annual financial risk assessment.

### **Internal audit arrangements**

Members agreed to use the same internal auditor as for previous recent years to internally audit the 2023/24 accounts (proposer C'llr Aled Thomas, seconder C'llr Louise Jones). Clerk to make arrangements accordingly.

### **2029 - Any necessary discussion of issues connected with Vine Field**

**Chainlink fencing installation.** The Clerk confirmed that installation of the chainlink fencing and sleeper retaining wall had been completed. The gap in the end had been left as arranged, for the landowner to install his own pedestrian gate. The gap had been listed as a risk factor on the latest playground inspection report. Members decided to review the situation regarding this in March, and make decisions on how to address the situation if the gap was still there at that time.

**Goalposts.** Members were informed that the goalposts had been put up, but still awaited fitting of nets to complete the project.

**Parking problems in Brickhurst Park.** Members discussed the ongoing problem with inconsiderate parking, and use of the road by non-residents of the street for parking to visit the playpark. C'llr Grayham Passmore mentioned the unused land between the chainlink fence along the road frontage of the adjacent industrial estate. He thought it possible that this could be converted for car park use if the fence was moved back. Another suggestion discussed was a possible move towards the introduction of permit parking along the road. It was accepted that either parking provision would need to be addressed in some way, or visitors to the playpark actively encouraged to walk there rather than travel there by car.

C'llr Aled Thomas undertook to look into the matter of permit parking, and what would be needed to introduce this.

Clerk to contact the owners of the industrial estate, to enquire about possible land provision for car parking (proposer C'llr Christine Wilkins, seconder C'llr Martyn Spilsbury).

**Playground inspection report.** This had raised issues concerning an overhanging tree, and unauthorised ramps / goalposts brought onto the field. C'llr Aled Thomas undertook to take photographs of the unauthorised ramps and goalposts, and pass these to C'llr Nina Philpott to be posted on the Facebook page with a request for their removal.

C'llr Neil James to speak to Hayston Tree Services about the removal of the overhanging tree. Members approved in principle expenditure of up to £100 for this to be carried out (proposer C'llr Neil James, seconder C'llr Martyn Spilsbury).

### **2030 - Discussion of measures to address unauthorised earth bank in Close Field**

Members did not necessarily feel that the ramp formed was unsafe, but was definitely unsightly. However, C'llr Kaidan Alenko raised concerns about possible collisions between bike users in the playpark, and felt the matter should also be addressed on safety grounds.

Members agreed for C'llr Louise Jones to speak to the Year 6 pupils, and invite them to submit ideas in writing to describe what they would like to see in the playpark to meet this perceived need.

### **2031 - Discussion of possible provision of roller-skating rink in Close Field Playpark**

C'llr Kaidan Alenko confirmed that consultation within the community was an important prerequisite to any grant funding, and was still in hand.

C'llr Neil James suggested that this consultation could potentially be linked with the matter of bike ramp provision in the playpark, as discussed above. He suggested a Facebook poll, to be followed by consultation with pupils in the school. C'llr Louise Jones undertook to discuss the matter informally with the school headmaster. No formal decisions were made.

### **2032 - Discussion of progress towards replacement of wooden pavilion**

C'llr Neil James reported that a meeting between himself, C'llr Nina Philpott, and the National Lottery community team was scheduled for later that week. It was anticipated that more information would be forthcoming following that meeting.

### **2033 - Any necessary discussion of progress on project to develop land at Glebelands Field**

**Proposed trackway enhancement at Cunnigar Woods.** Members were informed that the project was now set to proceed, following confirmation from P.C.C. that the project would be fully grant funded, and that planning consent would not be required for the work planned. C'llr Neil James wanted thanks to the Clerk to be recorded, following his intervention in obtaining the favourable response from P.C.C. Planning Department, in time for the project to be delivered within the necessary timeframe. Members discussed the quotation from Andrew Gray & Son Plant Hire for delivery of the entire project in the sum of £29,000 + VAT. It was known that Mr Gray (who had carried out previous work for the community council) was an experienced contractor in this type of work, and was on the P.C.C. list of approved contractors. It was accepted that normally three quotations would be needed for this level of expenditure. However, given the time available to deliver the project (which needed to be complete by the end of March 2024 in order to secure grant funding), it was accepted that this would not be possible. Members accepted that meeting this requirement would jeopardise the entire project, as grant funding could be lost entirely. For these reasons, Members agreed to invoke Standing Order 26.3 to suspend the requirement to comply with Standing Order 24.1 for the remainder of the meeting, in order to facilitate the necessary business of the community council (proposer C'llr Aled Thomas, seconder C'llr Martyn Spilsbury).

The quotation from Andrew Gray was accepted by Members in the sum of £29,000 + VAT (proposer C'llr Martyn Spilsbury, seconder C'llr Neil James).

The draft contract proposed to be signed with Andrew Gray for delivery of the project was considered. Clause to be added to state the contractor would be responsible to reinstate any damage to public rights of way or the playing field as a result of the work carried out. Subject to that amendment, the contract agreed as appropriate and acceptable. Clerk to email this to Andrew Gray for signature and return.

The method statement provided by Andrew Gray in connection with the project was accepted by Members (proposer C'llr Aled Thomas, seconder C'llr Louise Jones).

Terms and conditions of grant as set out by P.C.C. were agreed (proposer C'llr Aled Thomas, seconder C'llr Louise Jones). Clerk to sign and return this to P.C.C.

C'llr Neil James undertook to take photographs of the site, as a record.

C'llr Neil James was thanked by Members for the work he had carried out in bringing the project to this point.

**2034 - Discussion of provision of lighting at Close Field playpark**

A request had been received by C'Ilr Aled Thomas for consideration to lighting provision in the Close Field playpark. C'Ilr Louise Jones mentioned that this had previously been ruled out, as it was felt it might encourage anti-social behaviour. C'Ilr Aled Thomas thought it might be more about lighting the footpath, rather than the playpark equipment itself.

Due to the non-availability of an electrical supply, the likely cost of installing solar lighting, the existing availability of the main road for walkers going to The Close / Langford Road, and the practical obstacles to providing lighting while minimising risk of vandalism, Members did not feel that the idea warranted action at that time.

C'Ilr Aled Thomas to go back to the residents to explain why the idea had not been taken up at this time, and to explain the reasons for this.

**2035 - Any other business**

**Parking problems, Hall Court.** C'Ilr Aled Thomas informed Members that he had been discussing the matter with P.C.C. officers. As a result, they had confirmed an intention to consult on the possible introduction of double yellow line parking restrictions along a 10m section of the road from the junction with Church Road.

**Bus stops at Milford Road, Glebelands.** Members reported two broken panes on the Milford Road bus shelter, and one on the Glebelands bus shelter. Clerk to report these to P.C.C. with a request for them to be repaired.

The meeting ended at 8-35pm. Next scheduled meeting – Monday 11th March 2024.

Signed.....Chairman

Date.....