

M 06/17 - Minutes of the monthly meeting of Johnston Community Council held on 12th June 2017 in Johnston Institute.

Present: Cllrs Jeffries, (Chair), Spilsbury (vice-Chair), F. James, N. James, Pratt, Rowlands, Morgan, Philpott; Peter Horton (Clerk).

Apologies : C'Ilr Young, Warlow.

8797 – Declarations of known Interests

None

8798 – Public Forum (ten minutes maximum)

Mr. Tony Starling was present, and addressed the meeting briefly. He was just present to show his face, as he had not attended any Community Council meetings for some time.

8799 – Approval of minutes of 2017 A.G.M.

The minutes were agreed as an accurate record, and signed by the Chairman (proposer C'Ilr Rowlands, seconder C'Ilr Spilsbury).

8800 – Approval of minutes of May 2017 monthly meeting

The minutes were agreed as an accurate record, and signed by the Chairman (proposer C'Ilr Spilsbury, seconder C'Ilr Morgan).

Matters arising

8801 – Bolton Hill Quarry. C'Ilr Rowlands reported that there had been an incursion into the quarry, with a 15 year old boy having gained access through a breach deliberately made in a substantial boundary fence. An accident had then occurred due to a fall in the quarry. It was being reported in the media as a serious breach of security at the site. It was agreed that C'Ilrs Neil James and Rowlands would endeavour to arrange for the site meeting to inspect the boundary arrangements between the quarry and the Community Council land to take place on Thursday evening (15th June).

8802 – Development land off Church Road. The Clerk had carried out a Land Registry search, to confirm ownership and extent of ownership of the site. Clerk to forward copies of these document to C'Ilrs Neil James and Pratt for information, and to be passed on as necessary to Sarah Jones.

8803 - Solar farm adjacent to Pope Hill. C'Ilr Rowlands had not spoken again to Lawrences re. their contribution, but would arrange to do so.

Members were informed that a formal deed had been received from the energy company in respect of the community contribution for the solar farm at Pope Hill Farm. This had been signed and returned as requested. The £10,000 community contribution was now awaited.

8804 – Narrow footpath by Johnston Farm. C’Ilr Rowlands had been in touch with the A.M., to convey concerns over the lack of progress. He had informed the A.M. that the information received from the Welsh Government was that negotiations were under way with landowners. However, there was no evidence that this had actually happened. C’Ilr Rowlands had asked him to do anything possible to expedite matters, and further contact regarding the matter was now awaited.

8805 – Bus shelter repairs. Members were informed that the repairs had now been completed.

8806 – Nisa Shop. C’Ilr Rowlands informed Members that he had asked Darren Thomas of P.C.C. to look into the possibility of providing the needed white-lining at the car park junction.

8807 – Skatepark acoustic barrier. C’Ilr Rowlands informed Members that he had requested confirmation from P.C.C. that the remedial work to the acoustic barrier had been carried out according to the proper specifications, and could be relied upon to function properly. This assurance was needed before payment of the Community Council’s 50% contribution could be made. C’Ilr Neil James agreed that a sound check should be made to ensure that the barrier was working properly. C’Ilr Rowlands said that he had already requested this. However, due to the retirement of the P.C.C. member of staff who had previously been dealing with the matter, the relevant records appeared to have been misplaced in County Hall. He had requested that these be located, or alternatively the testing be carried out again from scratch.

8808 – New school, Langford Road. C’Ilr Rowlands informed Members that discussions were still ongoing with P.C.C. regarding the outstanding issues of concern. He was scheduled to meet the C.E.O. later in the week.

8809 – Road and pavement problems. C’Ilr Rowlands informed Members that he was in the process of arranging a meeting with P.C.C. officers to address concerns over issues in Langford Road and The Close.

8810 – Discussion of defibrillator provision. Sub-committee to meet, to discuss possible dates for a handover meeting, and make necessary arrangements in connection with this.

8811 – Discussion of possible cycle track provision. C’Ilr Rowlands had received an email from C’Ilr Philpott, with concerns over maintenance issues and overhanging branches on the cycle path. He had passed this on to P.C.C., who had undertaken to look into it. C’Ilr Philpott mentioned that there was also a second overhanging branch causing problems, probably due to the recent high winds

8812 - Map of Community. The Clerk had supplied maps of the community to C’Ilr Neil James, and these had been laminated for use in the monthly meetings as required. Clerk to obtain a suitable A3 lever file to keep them in.

8813 – School Roll of honour plaque board. C’Ilr Rowlands had been trying to get a date finalised for the unveiling. He hoped to have more success with this during a planned meeting later in the week.

8814 – Insurance matters. C’Ilr Neil James had obtained a quotation of £20 per cut from the Football Club for cutting around the acoustic barrier. Members voted to accept the quotation (proposer C’Ilr N. James, seconder C’Ilr Jeffries). Clerk to inform the Football Club of this. C’Ilr Rowlands had been told that a youngster had come off their scooter due to a piece of protruding metal on one of the skatepark play boxes. He had passed this on to P.C.C. for any necessary action. C’Ilr Rowlands had spoken to Mr. Bob. Jones, the C.E.O. of Dawnus Developments Ltd. about responsibility for maintenance of the boundary fence adjoining Moors Road. He had been assured by Mr. Jones that Dawnus would fully meet any obligations resting on them. Members agreed that the Clerk should send a formal letter requesting their undertaking to maintain the fence as necessary (proposer C’Ilr Jeffries., seconder C’Ilr Spilsbury).

8815 – Mrs. Bassett, 20, Bulford Close. C’Ilr Rowlands was in discussion with Mrs. Bassett and the developers, to try and resolve the matter. Mrs. Bassett felt that the trees planted had not been put in as promised, and were inadequate to shield the road from view.

8816 - Pope Hill Chapel graveyard. The Clerk informed Members that the Probation Service had been in touch to say they would be unable to take on the work, due to ongoing commitments on other projects.

8817 - Double Yellow lines by chip shop. Matter still ongoing, with laying down of the lines awaited.

8818 – Highway outside Orchard Court. C’Ilr Rowlands was still in discussion with P.C.C. over the matter.

8819 - Old school buildings. C’Ilr Rowlands informed Members that the site was due to be cleared, and the land sold off. C’Ilr F. James mentioned that there are still lights on in the building at night. C’Ilr Jeffries mentioned that the site is being checked weekly for security purposes, and that some items from the old school are still being stored in there. This appeared to be at odds with what C’Ilr Rowlands had been told. He undertook to make further enquiries.

8820 - Chairman’s dinner. Members tentatively settled on Saturday 23rd September for the Chairman’s dinner. Venue to be The Vine. Matter to be placed on agenda for July meeting to discuss details of gifts for George Grey and Anne Harvey, and issuing of an invitation to Mike Cole. A ‘Freedom of the Village’ certificate was again mentioned as a possible gift to George Grey. C’Ilr Morgan to make enquiries regarding a suitable memento for him in addition to this, as he had served as a community councillor for 56 years. Clerk to check on whether or not the Chairman’s allowance may be used to cover these items, as general Community Council funds cannot be used for that purpose.

8821 – Land behind Mike Howlin Motors. Members noted that there were old oil drums, a scrap car, etc., on the land. C’Ilrs Neil James / Pratt to make a list of the items, with a view to passing these on to Mike Howlin with a polite request for action to remove them.

8822 – Village flower beds. The Clerk had made enquiries with P.C.C., and received assurances that the planting was being carried out according to the schedule agreed earlier in the year. The planting at Cadogan Close was being undertaken by P.C.C. at its own expense, to trial a new planting scheme of wild flowers.

Planning

8823 – Applications

17/0121/PA (single storey extension, 3, Brookside Close, Johnston, Haverfordwest, SA62 3EJ) – no comments.

Correspondence

8824 - Planed – Invitation to forthcoming A.G.M., to be held on Friday 16th June, 10-30am, venue – Picton Centre Haverfordwest – noted.

8825 - Kiln Road residents Association – Notification of formation of Residents' Association – noted, and C'llr Rowlands informed Members that he was due to meet with them later that week.

8826 - P.C.C. – Notification of forthcoming temporary road closure, Thornton, for two weeks commencing 24th July – noted.

8827 - St. Peter's Church, Johnston – Request for financial assistance with grass-cutting – discussed in 'Accounts'.

8828 - Mid and West Wales Fire and Rescue Service – consultation on future of service – noted.

8829 - P.C.C. – Notification that works in hand for bus shelter repairs – noted, and as minuted in 8805 above, work had now been completed.

Accounts

8830 – Payments

D. Banfield (bus shelter cleaning)	:	£ 60-00
D.R. Badham (footpath clearance)	:	£ 150-00
P.A.L.C. (annual subscription renewal)	:	£ 79-00
Clerk (salary / expenses, April – June 2017)	:	£ 793-32
H.M.R.C. (P.A.Y.E.)	:	£ 182-20

8831 - Income

H.M.R.C. (VAT return)	:	£ 187-90
Barclays Bank plc (refund of bank charges)	:	£ 44-00
Fairfields Nursing Home (donation to defibrillators)	:	£1350-00

[NOTE - at this point, C'llr Spilsbury left the meeting with apologies, due to unavoidable commitments elsewhere].

8832 - Charitable donations / donations to local organisations.

Members agreed the following donations :

St Peters Church	:	£250
Johnston Baptist Chapel	:	£250
Sunshine Club	:	£500
Milford Haven Junior Town Band	:	£250
Wales Air Ambulance	:	£75
Paul Sartori Foundation	:	£75
H.O.P.E. Therapy Centre	:	£75
Bobath Cerebral Palsy Centre	:	£50
Teenage Cancer Trust	:	£50
Cruse Bereavement Care	:	£50

Tenovus	:	£50
Urdd Eisteddfodd	:	£50
Pembrokeshire Mind	:	£50

The above items were approved by Members (proposer C’Ilr Neil James, seconder C’Ilr Morgan).

8833 – Discussion of Community social media account

C’Ilr Philpott had set up a Facebook page in the name of Johnston Community. She and C’Ilr Spilsbury were the administrators. Any posts would need to be cleared by them first. It was felt that it would be a good way of publicising local events, etc.

The Clerk mentioned the importance of ensuring that any information on the page was factual, as it would be viewed by the public as representing the view of the Community Council as a whole. It was agreed that anything other than purely factual information would need to be cleared first by the Council. It was agreed that a link to the Facebook page could be placed on the community webpage, and vice versa. C’Ilr Philpott to provide link to the Clerk for this purpose.

After discussion, Members agreed to approve a four month pilot of the Facebook account, with C’Ilrs Philpott and Spilsbury appointed as administrators (proposer C’Ilr Neil James, seconder C’Ilr F. James).

8834 – Discussion of Community Risk Assessment

The sub-committee comprising C’Ilrs N. James, F. James, J. Jeffries and R. Pratt had carried out a risk assessment of the community physical assets. Members reviewed these briefly. Members thanked the Members involved for the professional manner in which the risk assessment had been prepared. A plan of areas needing action to be prepared by the sub-committee in advance of the July meeting. It was also confirmed that the administrative / financial aspects of the Community Council should also be risk assessed. Clerk to provide copy of the current risk assessment to C’Ilr N. James for this purpose.

8835 – Discussion of Community asset register.

Clerk to update the asset register in advance of the July meeting, using the risk assessment document as the basis for this. In addition, it was pointed out that the items of play equipment would need to be added to the asset register, based on recent guidance received. C’Ilr N. James to provide a list of these items to the Clerk, with approximation of their age and a photograph if available. This would enable a reasonable valuation for each item to be placed on the register. C’Ilr Rowlands felt that there was still confusion over the issue of insurance, which needed

clarification. C’Ilr Rowlands / Clerk to discuss this issue with P.C.C. to obtain the necessary clarification.

8836 – Discussion of land opposite Johnston Institute

Nothing new to report.

Any other business

8837 - Black bag collection. C’Ilr Philpott raised the issue of problems with split black bags being left behind by the binmen. C’Ilr Rowlands explained that any member of the public could call P.C.C. on the main contact number to report any such incident, and doing so promptly should result in the matter being resolved quickly.

8838 – abandoned car in car park opposite Johnston Institute. Clerk to write to P.C.C. to request its removal.

8839 – Speed activated signage, Langford road. C’Ilr Philpott mentioned problems with the signage, which did not seem to be working properly. It was felt that at least one of the signs probably needs relocating in order to function properly.

8840 - Fencing of Hayston View Development (application ref. 16/1208/DC). C’Ilr N. James raised concerns over who would be responsible for future maintenance of the fence agreed as part of the permission. Matter to be placed on July agenda for discussion. C’Ilr Rowlands mentioned that he had already been making enquiries regarding this matter, and would continue to follow it up in the meantime in conjunction with the Clerk.

8841 – Weed growth, The Close. Members were concerned at the problem of excessive weed growth, particularly in The Close. C’Ilr Rowlands undertook to raise the matter for discussion in County Hall, but mentioned budgetary constraints as an issue of concern. The possibility of the Community Council taking on responsibility for this was briefly mentioned, but not discussed in any detail.

8842 - By-election. Members were informed that an election had been requested by more than ten people. There would be a nomination period running from 15th – 23rd June. If there was more than one person nominated, an election would then be scheduled for July 20th.

The meeting closed at 9-20pm.

Next scheduled meeting to be held on Monday 10th July 2017.

Signed.....Chairman

Date.....