

The **ANNUAL Meeting** of Jeffreyston Community Council was held online on **Tuesday the 10th of May 2022** at 07.30 pm as stated on the Agenda dated 2nd May 2022

Present: Chairman: Mrs M Rogers, Vice Chairman: Mrs S Maccreath, Councillors: *Mrs A Morgan, Mr P Everall,

In Attendance: Clerk: Mrs M Everall

1/22 Councillor Maria Rogers as the current Chairman welcomed everyone

2/22 Apologies for absence: Received from County Councillor Vanessa Thomas

*Councillor Arabella Morgan had sent notification that she would be late joining the meeting

Declaration of Acceptance of Office: Forms received from all members present

3/22 Appointment of Chairman: Nominations were invited for the post of Chairman for the ensuing year. Councillor Peter Everall proposed Mrs Maria Rogers as Chairman, Councillor Sara Maccreath seconded the proposal, with all councillors in full agreement.

Resolved: *That Councillor Mrs Maria Rogers be appointed as Chairman for the coming year*

Chairman's Declaration of Acceptance of Office received

4/22 Appointment of Vice Chairman: Nominations were invited for the post of Vice Chairman for the ensuing year. Councillor Peter Everall proposed Mrs Sara Maccreath as Vice Chairman, Councillor Maria Rogers seconded the proposal, with all councillors in full agreement.

Resolved: *That Councillor Sara Maccreath be appointed as Vice Chairman for the coming year*

Chairman's Welcome: Elected Chairman, Mrs M Rogers extended a warm welcome to all present.

5/22 Declarations of Interest: None received

6/22 Minutes of the Last Meeting

Resolved: *All present agreed that the minutes of the last meeting of the Council held on the 04th of April 2022 be confirmed and signed by the Chairman as a true record*

*Councillor Arabella Morgan joined the meeting at this point and signed the Declaration of Acceptance of Office form

7/22 Receive Clerk's Update:

- **Ash tree** – The tree near the school path has been cut down
- **Jeffreyston Wynch** – No development, ongoing
- **Dog fouling** – Message posted on Facebook page to raise awareness and contact made with Environmental Services who could not help with signage. It was mentioned that our neighbouring community council had received dog fouling bins that would be emptied by PCC.
- **Ford Bridge** – Superficial damage reported to PCC, the County Bridge Engineer will look to get it re-pointed when the weather warms up.

8/22 Receipt of Internal Audit Report and Approval and Certification of Annual Accounting Statements. To include:

- Annual Year End Accounts / Receipt and Payments Account
- Annual Governance Statement
- Accounting Statement

All relevant papers had been forwarded to members by email prior to the meeting

- There were no points raised in the Internal Audit Report that needed the Council's attention
- Councillor Sara Maccreath proposed approval and Councillor Maria Rogers seconded the proposal

Resolved: That the *Statement of Accounts and Annual Governance Statement together with the Receipt & Payment Account for the year ended 31.03.2022 be approved and signed by the Chairman and as the Council was meeting remotely, the Clerk will arrange for the Chairman's signature on the form.*

9/22 Approval of the Zurich Insurance Renewal for 2022/2023

Documents had been sent to members prior to the meeting

Resolved: Members unanimously approved the renewal

10/22 Discussion on the Independent Playground Inspection Report dated 23.02.2022

The report had been sent to members prior to the meeting and no issues were raised that needed immediate attention. However, subsequently, on the 04.05.2022 the Clerk received notification from Pembrokeshire County Council that whilst undertaking a routine inspection, the playground inspector found that one of the platforms on the junior multi-play piece of equipment had been deliberately damaged beyond repair. The apparatus had been cordoned off for safety reasons. Members discussed all the options available to the council in detail and

Resolved:

- Clerk to see what funding was available from The Enhancing Pembrokeshire Grant Scheme and Awards for All Lottery Grant, with a view to replace the unit. And contact suppliers for quotes
- Clerk to contact PCC to see whether they can repair and recharge the Community Council.
- Write a post on the Council Facebook page to raise awareness in the community.

11/22 Council Vacancies following the 2022 Local Elections

Clerk reported that following the recent election the Community Council had TWO vacancies and the Council can now co-opt members to fill the vacancies.

Resolved: Clerk to post information on the noticeboards , the Council web page and Facebook

12/22 Discussion and Update on Platinum Jubilee Plaques

Two Malus trees and an Oak tree have been planted. Thanks to Councillor Peter Everall for undertaking the planting. Clerk reported that approval on the proposed inscription had been received from the Welsh Government. The various quotes were sent to members prior to the meeting and the preferred supplier selected.

There had been a generous offer to buy the plaques for the council, which members were very grateful for.

Resolved: Clerk to confirm the order with the supplier and consult with the individual concerned regarding payment.

13/22 Approve Annual Report and Receive Update on Training Plan

Clerk had sent the Final Draft to members prior to the meeting. Approval of the Report was proposed by Councillor Maria Rogers and seconded by Councillor Sara Maccreath.

The Clerk has yet to start on the Training Plan itself, however the schedule of One Voice Wales training courses will be sent to members, and they are asked to let the Clerk know if there is anything of interest. The Clerk emphasised that registering an interest early on is recommended as there are currently free spaces available

Resolved: Members unanimously approved the Council's first Annual Report. The Clerk will upload the report to the Council web page.

14/22 Correspondence / Consultations / Surveys

- Celebrating Rural Wales Event 9th & 10th June
- Pembrokeshire Climate Change Adaptation Strategy
- Pembrokeshire Area Committee Meeting 11/04 – Various Minutes
- Mid & West Wales 'Focus Futures'
- Pembrokeshire versus Arthritis update
- Preparation and Publication of Statutory Financial Accounts for 2021/2022
- OVW Training date for April & May
- Play Wales 'Beyond Youth Shelters'
- Independent professional Advocacy Services in West Wales
- Pembrokeshire Community Hub Launch Event
- Victim Support Service for Young People
- Planting for Pollinators

15/22 Planning Matters:

(a) 21/1087/PA Proposal: Replacement of an existing two lane cricket nets which is beyond repair with a professionally installed new three lane cricket nets

Site Address: Cresselly Cricket Club, Cresselly, Kilgetty, Pembrokeshire, SA68 0SP

Decision: Conditionally Approved

(b) 21/1152/PA Proposal: Proposed 20 no. Solar Panels for domestic residential use.

Site Address: Sunny Hill, Hill Lane, Jeffreyston, Kilgetty, Pembrokeshire, SA68 0RF

Decision: Conditionally Approved

16/22 Financial Matters:

(a) HSBC Account Balance as at 20.04.2022	£2396.39
April Wages	<u>192.10</u>
	<u>£2204.29</u>
 (b) May Wages by s/o	192.10
Zurich Insurance Invoice	280.93
Internal Audit Invoice	50.00

(c) Requests for donations – None received

Resolved: Members unanimously approved all payments listed in (b)

17/22 Highway Matters - Members reported

- Travelling from Cresselly to Jeffreyston after St Oswald's school on the left you come to a junction, opposite the junction there are loose kerb stones
- Opposite Casa Mia SA68 ORG, the sign has been hit and is pointing in the wrong direction
- Travelling from Broadmoor to Jeffreyston, near to the Jeffreyston sign, a large pothole has appeared in the highway

Resolved: Clerk to report to PCC

18/22 Other Matters / Items for Next Agenda

- **Statement from County Councillor Jacob Williams**
Recent boundary changes resulted in changes to the Pembrokeshire County Council ward we live in. Carew & Jeffreyston merged to form a new Carew Electoral Division. Prior to these changes Jeffreyston was part of the East Williamston Electoral Division, represented by Councillor Jacob Williams, Jacob asked that members were made aware of his parting message, thanking all associated with JCC, past and present. His statement will be on the Council's web page.
- **Enhancing Pembrokeshire Project Evaluation**
The Clerk and Councillor Overall met with Kevin Shales from PCC for the evaluation at the play area. Two benches, two picnic tables and two planters were bought with funds received from the Enhancing Pembrokeshire Grant Scheme, the evaluation was delayed due to the pandemic.
- **School path to St Oswald's School**
It was reported that although there is a 'No dogs' sign at the start of the path there has been an instance of a dog owner using it with dogs
- **Clerk's hours and time off in lieu**
March, April and May had been extremely busy as in addition to the usual work, there was the End of Year Accounts for 2022, Local Elections and Annual Return, resulting in the contracted hours being exceeded. – Item on next Agenda

19/22 Approve Date of Next Meeting

The next scheduled meeting will be held online and proposed for **Monday the 6th of June 2022 @ 7.30pm**

The Meeting was declared closed at 20.45 pm.

Signed: Chairman

Date