

At a meeting of Jeffreyston Community Council held online on Monday the 6<sup>th</sup> of June 2022 at 07.30 pm

**Present:** Chairman: Mrs M Rogers, Vice Chairman: Mrs S Maccreath, Councillors: Mrs A Morgan, Mr P Overall, County Councillor: Mrs V Thomas.

**In Attendance:** Clerk: Mrs M Overall

**20/22 Chairman's Welcome:** Chairman, Mrs M Rogers extended a warm welcome to all present especially County Councillor Mrs Vanessa Thomas who was attending her first meeting following her recent election to the new Carew & Jeffreyston Electoral Division

**21/22 Apologies for absence:** None

**22/22 Declarations of Interest:** None

#### **23/22 Minutes of the Last Meeting**

**Resolved:** *All present agreed that the minutes of the Annual Meeting of the Council held on the 10<sup>th</sup> of May 2022 be confirmed and signed by the Chairman as a true record*

#### **24/22 Receive Clerk's Update**

- **Jubilee Plaques** – Clerk will contact Councillor Jacob Williams to arrange for a meeting so that the plaques can be installed. Councillor Williams has kindly agreed to pay for the plaques for which the Community Council is extremely grateful
- **Jeffreyston Wynch** – Clerk is still trying to find someone who may be able to provide historical information on the Wynch. A couple of names were mentioned during the meeting who may be able to assist. Clerk will contact them and post a plea for help to residents in the area
- **Training Plan** – Clerk continues to work on the training plan and intends to have it ready for the next meeting. Two members have expressed an interest in the courses available
- **Dog Fouling** – Clerk had posted a notice on the Council Facebook page to raise awareness and had spoken with PCC who will arrange for stickers to be placed on the existing bins to highlight the problem
- **Highway Matters Update** - All highway matters raised in the last meeting were reported to PCC and all issues were promptly dealt with.

#### **25/22 Jeffreyston Play Area**

Since the May meeting, the damage to the equipment had been repaired by PCC and the cost recharged to the community council. A post on social media to raise awareness, had resulted in a resident offering to undertake the work with assistance from his employer, the council was very grateful for such a kind gesture however due to the limited time frame and perceived risk involved, PCC deemed the repairs a priority and carried out the work themselves.

The clerk had looked into the Enhancing Pembrokeshire Grant scheme however there was insufficient funds available for the proposal. She had received 3 separate quotes for the cost of replacement of the junior multi play apparatus and had commenced the consultation process with residents. Members discussed in detail and

**Resolved:** that the clerk continues to collect feedback from members of the public and undertake the delivery of an information leaflet to the residents around the play area. Members also approved the Lottery grant application form which the clerk will complete and submit.

### **26/22 Community Council Vacancies**

Clerk reported that despite advertising the vacancies on social media, the council webpage and the community noticeboards, there had only been one enquiry to date.

**Resolved:** That everyone continues to promote the vacancies

### **27/22 Internal Audit 2022/2023**

Clerk had consulted with Mr R Edwards who had agreed to undertake the 2022/2023 Internal Audit. The council unanimously approved the engagement.

**Resolved:** Clerk to arrange for the engagement letter to be signed by the Internal Auditor

### **28/22 Time off in lieu**

Following on from initial discussion in last months meeting, the clerk's work had exceeded the contracted hours for the last few months. This had been predicted due to additional duties relating to the Local Elections, Annual Report, Platinum Jubilee and End of Year Accounts / Annual Return.

**Resolved:** Members unanimously approved time off in lieu of overtime payment, to be taken in July and August when the council is in recess

### **29/22 Enhancing Pembrokeshire Grant (Final Report)**

Clerk advised that PCC had requested a report on how successful the project had been in achieving the outcomes that were set out in the 2019 application form submitted for funding to purchase the tables, benches and planters.

**Resolved:** Clerk will complete the report request and forward to PCC

### **30/22 Correspondence / Consultations / Surveys**

- Appointment of Community Council Members on the Standards Committee
- South Pembrokeshire Rai; Action Group – Invite
- Future Wales – National Plan 2040
- Public Sector Asbestos Management Assurance Process – Questionnaire
- One Voice Wales Remote Training Sessions May & June – Includes FREE spaces
- Heart of Wales Film Festival 2022
- Local Plans for Nature – Free Packs
- Age Friendly Communities – Webinar 29/6
- Audit Wales – Community Resilience – Survey
- Community Ownership Fund
- Code of Conduct Training PCC
- PCC Landscape Architect Services Letter

- National Survey of Town & Community Councils  
**All Noted**

### 31/22 Planning Matters

**Planning Application Consultation Ref: 22/0033/PA**

Proposal: Repair and Rebuild

Site Address: Bethel Baptist Chapel,  
Loveston, Kilgetty, SA68 ONP

**Resolved:** Following discussion members supported the application and had no objection. Clerk to respond to PCC

### 32/22 Financial Matters

(a) HSBC Account Balance 20.05.2022 - **£3867.29**  
(Includes first precept instalment of £1668.10)  
Bank Charges April - £5.00

(b) Payments Requiring Approval

- **SLCC Membership** 2022/2023 - £80 (Invoice sent prior to meeting)
- **ICO Data Protection Fee** 2022/2023 - £40 (Notification sent prior to meeting)
- **PCC Repairs to Play Area** - £148 – (Notification sent prior to meeting)
- **June/Jul/Aug Wages** by S/O - £192.10 monthly

(c) Requests for donation – None received

**Resolved:** Members unanimously approved all payments listed in (b)  
Proposed by Councillor Rogers and Seconded by Councillor Maccreath

### 33/22 Highway Matters

It was reported that the condition of the road between Market Gate Farm SA68 OSH, (past Moory Park), and Wren's Nest SA68 ORT, is in a really poor state with bad potholes and verges that have collapsed.

**Resolved:** Clerk to report to PCC

### 34/22 Matters for Discussion / Items for Next Agenda

(a) **Local Development Plan 2** – The Candidate Sites Register Addendum Consultation closed on the 16<sup>th</sup> of March 2022, and although PCC had advised that they would provide updates on progress, the council has yet to receive any. County Councillor Vanessa Thomas agreed to look into the matter.  
**Item for next Agenda.**

**(b) Local Taxes for Self-Catering Accommodation** - The Welsh Government has announced an increase to the number of days, within any 12-month period, that a self-catering property is required to be made available to let. The Order will come into force on 14 June 2022 and have practical effect from 1 April 2023, applying the amended criteria from that day onwards. A council member had been approached by several concerned residents and it appears that there is some confusion in relation to the second home premium if the criteria is not met and very little clarification available from government departments. County Councillor Vanessa Thomas agreed to look into the issue.

**Item for the next Agenda.**

**35/22 Approve Date of Next Meeting**

In order to accommodate holiday commitments, instead of the first Monday of the month, the next scheduled meeting will be held online and proposed for **Monday 12<sup>th</sup> September 2022 @ 7.30pm**

**The Meeting was declared closed at 20.55 pm.**

**Signed: Chairman** .....

**Date** .....