

At a meeting of Jeffreyston Community Council held at the Church Hall, Jeffreyston on Monday the 6th November 2017 at 7.00 pm

PRESENT: Councillor Mrs M Rogers Chairperson
Councillors Mrs S Maccreath, Mrs A Morgan, Mr R S Scourfield, Mr J Williams

IN ATTENDANCE: Mrs Marie Everall, Clerk

36/17 APOLOGIES FOR ABSENCE: None received

37/17 MINUTES OF LAST MEETING:

RESOLVED – That the minutes of the last Meeting of the Council held on the 2nd October 2017 be confirmed and signed by the Chairperson as a true record.

38/17 MATTERS ARISING FROM THE MINUTES

Item 30/17 (d) Councillor Mrs M Rogers (Chair) attended the Pembrokeshire County Council Community Meeting in Tenby on Tuesday the 24th October 2017. It was reported that PCC are Considering changes to the refuse collection with collection of black bags every 3 weeks and the introduction of re-cycling stacking boxes instead of re-cycling bags. It is proposed that the changes are introduced in 2019.

RESOLVED: For information only

39/17 CORRESPONDENCE

(a) Membership of One Voice Wales 2017 / 2018

Reported: E-mail received from One Voice Wales inviting the Council to become a member of the organisation. Councils who have not been in membership in the last 3 years will receive a 50% reduction for this year. The membership fee based on the reduction is £35

RESOLVED: Following a discussion it was agreed not to sign up at present but to consider again at the start of the next financial year.

(b) Pembrokeshire Public Services Board Draft Well-being Plan Consultation

Reported: E-mail received from PCC advising that Pembrokeshire PSB's consultation on its draft Well-being Plan is live and can be accessed via the link
<https://pembrokeshire.gov.uk/public-services-board/well-being-plan>

RESOLVED: For information purposes

(c) Independent Review Panel – Call to Evidence

Reported: E-mail received advising that the Cabinet Secretary had issued a Written Statement on the Review Panel and the formal call to evidence. Details of how to get involved, including a short survey available via the link
<http://gov.wales/topics/localgovernment/communitytowncouncils/review-of-community-town-council-sector/review-panel>

RESOLVED: For information purposes

(d) Consultation: Guidance for Principal Councils on the Review of Communities

Reported: E-mail to advise that The Local Democracy and Boundary Commission for Wales has been asked to provide updated guidance on the conduct of community reviews by principal councils to promote greater consistency in which reviews are conducted. The consultation commenced on the 29th September 2017 and will end on the 21st December 2017. The Commission welcomes officers' views on the draft guidance.

RESOLVED: For information purposes

(e) 2018 Review of Parliamentary Constituencies in Wales – Revised Proposals

Reported: Correspondence received from the Boundary Commission for Wales. The Commission's Revised proposal was published on the 17th October and is available on the website www.bcomm-wales.gov.uk Representations about the revised proposal should be made within 8 weeks of publication.

RESOLVED: For information purposes

(f) Planning Aid Wales

Reported: Invitation received to attend a free planning training workshop for Community and Town Councillors on the 10th November 2017.

RESOLVED: For information purposes

(g) Planed

Reported: Invitation received from Planed to attend a Community Forum Event – 'Fit for the Future' at the Bloomfield Centre, Narberth on the 2nd November 2017.

RESOLVED: For information purposes

(h) Pembrokeshire Area Committee – One Voice Wales

Reported: An invitation to join discussions on the proposed Charter between Pembrokeshire Area Committee / One Voice Wales and Pembrokeshire County Council on Tuesday the 7th November 2017. Clerk had made enquiries to the Area Committee and PCC and established that the draft charter was not available for discussion prior to the meeting.

RESOLVED: No action at present

(i) Town and Village Greens

Reported: A consultation has been issued on the 23rd October 2017 on proposed changes to procedures relating to the registration of town and village greens. Details of the consultation can be found at <https://consultations.gov.wales/consultations/registration-town-and-village-greens> Responses are invited by the 2nd February 2018.

RESOLVED: For information purposes

(j) Give your views on Council Well-Being and Budget Objectives

Reported: PCC is working to set its corporate priorities of well-being and budget objectives for 2018 / 2019 and beyond and is seeking views on its draft plans. They want to know the public's views on this as well as Council Tax levels for 2018 / 2019. To take part please visit www.pembrokeshire.gov.uk/haveyoursay Closing date is Friday the 17th November 2017.

RESOLVED: For information purposes

(k) Syrian Vulnerable Persons Resettlement Scheme (SVPRS)

Reported: E-mail received from the Housing Dept, PCC. They are working with the Home Office and local groups to bring Syrian refugees to Pembrokeshire and are looking for suitable privately owned properties to house families in the county. Further information available from the Housing Dept, PCC or Pathway Lettings.

RESOLVED: For information purposes

(l) Consultation on proposed amendments to the Local Authorities (Capital Finance & Accounting) (Wales) Regulation 2003

Reported: A copy of the consultation documents and the response form can be found at <https://consultations.gov.wales/consultations/proposed-amendments-local-authorities-capital-finance-and-accounting-wales-regulations> Please submit comments by 12th January 2018

RESOLVED: For information purposes

(m) Capturing Planning in Images – Competition to Picture Wales

Reported: The competition aims to collect photographs, plans and illustrations which represent different aspects of planning in Wales. Further details available on The Royal Town Planning Institute (RTPI) www.rtpi.org.uk Closing date 10th November 2017

RESOLVED: For information only

(n) Burial Charges for Children

Reported: E-mail from One Voice Wales requesting completion of online survey from community and town councils actively operating cemeteries or crematoria.

RESOLVED: No further action required. Jeffreyston Community Council does not operate any cemeteries or crematoria

(o) Scheme to Promote Closer Working with Local Government

Reported: An updated scheme setting out the basis of a new relationship between the Welsh government and Local government has been published (27th October 2017) Further details available on <http://gov.wales/topics/localgovernment/partnership-with-local-government>

RESOLVED: Information purposes only

(p) Telemat – IT Support

Reported: Letter received from Telemat offering a quote for unlimited remote IT support for the council. E-mail enquiries@telemat.co.uk

RESOLVED: No further action required

(q) Future of Work in Wales

Reported: E-mail from Wales Centre for Public Policy. Further information on the topic available online <https://www.wcpp.org.uk>

RESOLVED: For information only

(r) **Community Councillor Representative on The Appointments Panel**

Reported: PCC are looking to recruit a Community Councillor to join the Appointments Panel. Anyone interested in applying for the role should complete the application form and return to Mrs J Captao PCC no later than midday on the 20th November, 2017

RESOLVED: E-mail distributed to all Councillors

(s) **Pembrokeshire Coast National Park Authority: Local Development Plan**

Reported: Land Allocations and Large Residential Sites – Updated November 2017

RESOLVED: For information purposes

40/17 PLANNING MATTERS

(a) **Planning Decisions**

The following decision had been received in respect of a current planning application

17/0561/PA - Proposed alterations and extension – Kensal Park, Jeffreyston, Kilgetty, Pembrokeshire SA68 0RT – **Approved, Permission Granted**

(b) **Certificate of Lawful Use or Development**

17/0640/CL – First Schedule – For the stationing of a log cabin / mobile home for Purposes ancillary to the residential dwelling. **Second Schedule** – Y Modurdy, Jeffreyston, Kilgetty, Pembrokeshire, SA68 0RG – **Approved, Certificate Issued**

(c) **Planning Application Consultation**

17/0716/PA – Proposal: The retention of 6 Yurts, The replacement of 14 Yurts with 9 Alternative Holiday Units, A replacement Storage Building and an Extension to the Existing Facilities Building to Create a New Meet and Greet Reception / Office (replacing two static caravans and partly retrospective) Site Address: Apple Camping, Norchard Farmhouse, Redberth, Tenby, Pembrokeshire, SA70 8RX.

Councillor S Maccreath declared her interest in the application as a neighbour of the applicant, left the meeting, took no part in the discussions and did not vote

RESOLVED: That the Council supports the application

41/17 FINANCIAL MATTERS

(a) **Payments**

The following accounts were submitted for payments:-

Wales Audit Office – Invoice Number: ARMAIN/00007133	£186.00
Mrs C M Overall – Salary 31.10.17 (October)	£ 97.43

RESOLVED: That the accounts be approved for payment

(b) **Appointment of Internal Auditor**

The Clerk stated that she had written to Mr T R Edwards asking if he was prepared to continue to undertake the duties of Internal Auditor for the Council, following the retirement of Mrs A Vincent. Mr Edwards replied that he would.

RESOLVED: Mr T R Edwards continues with appointment of Internal Auditor for the Financial Year 2017 / 2018.

(c) HSBC Bank Balance

Clerk reported that the bank balance at the 31st October 2017 was £847.27

(d) Additional Signatories To Bank Account

Clerk reported that all the relevant forms / mandate had been submitted to HSBC to add the following as signatories: Mrs S Maccreech, Mrs A Morgan, Mrs M Rogers, Mr R S Scourfield and Mrs C M Overall. The address had also been changed for receipt of monthly bank statements.

42/17 HIGHWAY MATTERS

There were no Highway Matters for consideration

43/17 ANY OTHER BUSINESS

(a) Village Sign Post

Chair Mrs M Rogers stated that the village sign post had fallen down during the last storms. Mr C Harts has kindly volunteered to undertake the remedial work providing the Community Council purchases the replacement post.

Mrs Rogers to enquire about cost and liaise with Mr Harts. Item carried forward to next meeting.

(b) Poppy Wreath

Mrs A Vincent will bring the Poppy Wreath to Jeffreyston Church on Sunday the 12th November and hand over to Councillor Mrs A Morgan. The Council wishes to thank both Mrs Vincent & Mrs Morgan.

(c) Jeffreyston Wynch

Reference was made to the untidy state of this area with the pump and slates having been removed and there was concern as this may present a danger.

The Clerk was asked to:

- (i) Contact the Highways Department, PCC for appropriate action
- (ii) Make enquiries with Planed & National Grid to see whether any grants are available to the Community to help restore the Wynch as it was of historical importance to the village.

(d) Town & Community Website

Clerk reported that the Jeffreyston page had been updated with the names and contact details of the new members. The October Minutes had also been uploaded and published on the site. During the discussion the Clerk explained that because of its age, the scanner was not compatible with the computer. It was agreed that as the current printer cannot be utilised for scanning, the Clerk would look into the cost of a replacement.

(e) Government Gateway

The App has been downloaded from HMRC and new PAYE details for the Clerk have been recorded. Monthly salary information will continue to be submitted

(f) Casual Vacancy

Clerk advised that Notices to advertise the Council's Casual Vacancy are displayed in the notice boards in Creswell Quay and Jeffreyston. The Notice expires on Tuesday the 6th November, if no election is called, the Council will be required to fill the vacancy. Item carried forward to the next meeting.

(g) Council Notice board

Clerk referred to the closure of Yerboston Farm Shop at which the Council's Notice board was still located. It was agreed that it would need re-location and that a suitable alternative place is required.

The meeting terminated at 08.45 pm

44/17 DATE OF NEXT MEETING

The date of the next meeting will be held on Monday the 4th December, 2017 @ 7.00 pm

Signed:

Chairperson

Date: