

At the **ANNUAL MEETING** of Jeffreyston Community Council held at the Church Hall, Jeffreyston on Monday the 14th May 2018 at 7.00 pm

Present : Councillor Mrs M Rogers **Chairperson**, Councillor R S Scourfield **Vice Chairperson**, County Councillor J Williams, Councillors Mrs S Maccreech, Mrs A Morgan, Mr P Overall

In Attendance : Mrs M Overall, Clerk

1. **Apologies for Absence** : None

2. **Appointment of Chairperson** :

Nominations were invited for the post of Chairperson for the ensuing year. The only nomination was that of Councillor Mrs M Rogers.

RESOLVED : *That Councillor Mrs M Rogers be appointed as Chairperson for the ensuing year*

3. **Appointment of Vice Chairperson** :

Nominations were invited for the post of Vice Chairperson for the ensuing year. The only nomination was that of Councillor Mrs S Maccreech.

RESOLVED : *That Councillor Mrs S Maccreech be appointed as Vice Chairperson for the ensuing year*

4. **Minutes of the last Meeting** :

RESOLVED : *That the minutes of the last meeting of the Council held on the 9th April 2018 be confirmed and signed by the Chairperson as a true record*

5. **Matters arising from the Minutes**

Jeffreyston Wynch : Owen & Owen are still looking into the subject of ownership.

Item carried forward

Bench in Village Playground : Clerk advised that the application submitted for Lottery Funding had been refused, based on insufficient consultation with the local community. There is provision to revisit however it was agreed that a check should be made in relation to ownership and whether there are any clauses as to the use and development of the play area. *Clerk to make enquiries. Item carried forward*

Dog Waste Bin : Clerk had made enquiries with PCC regarding this and they had advised that they do not supply or install such items. If the Community Council were to purchase one themselves, they would be responsible for servicing the bin. *Item Closed*

Welsh Hearts Defibrillator : Clerk had made enquiries and established that to install a second one in the village would be in excess of £1K. There is one currently installed at St Oswald's VA school and the Community Council did not have the funds to proceed with the purchase of a second one. *Item Closed*

Village Sign Post & Railings : Both had been repaired *Item Closed*

Enhancing Pembrokeshire Grant : Councillor J Williams to attend meeting on the 16/5/18
Item carried forward

Our Big NHS Change : Councillor P Everall attended a meeting on the 23/4/18 and updated Council members on the discussions that took place. *Item Closed*

County Councillor J Williams left the meeting at 7.55pm

6. Correspondence

(a) **Draft Rights of Way Improvement Plan for Pembrokeshire (RoWIP2)** Public Consultation, comments submitted no later than 3/8/18

(b) **Local Development Plan 2** Closing date extended to 14/8/18

(c) **Code of Conduct Training** 14/6/18 Community Centre, Kilgetty

(d) **Changes to the Consenting of Infrastructure** Consultation closing date 23/7/18

(e) **Planned Community Forum Network** 25/6/18 Crundale Hall, Crundale

(f) **NALC 2018 / 2019 National Salary Award**

(g) **OVW Pembrokeshire Area Committee Meeting** New Date 22/5/18, Picton Place, H'west

(h) **Bobath Wales** Request for financial assistance

(i) **Wales Audit Office** A Picture of Primary Care in Wales

7. Independent Remuneration Panel For Wales Payments to Members of Community & Town Councils. The Council had considered all various determinations that had been approved in the IRPW report. All members unanimously agreed NOT to adopt any of the determinations affecting community and town councils for the municipal year 2018 / 2019

RESOLVED : *Proposed by Mrs M Rogers, Seconded by Mr P Everall, Vote taken – All in favour*

8. Implementation of GDPR Further update received on GDPR and Data Protection Bill. The government has exempted Community & Town Councils in Wales from the requirement to appoint a Data Protection Officer, although we will still need to comply with the Data Protection Legislation. The Bill will come into force on the 25/5/18. PCC is to provide an awareness raising session on the 22/5/18 at the Picton Centre, Haverfordwest.

9. Asset Register This was reviewed and agreed by all as accurately reflecting items owned by the Council.

10. Planning Matters

(a) Section 73A Retrospective Permission

Ref 17/0892/PA PROPOSAL : Amendment of condition 2 (approved plans) of planning permission **16/0035/PA** (replacement of lawful residential / holiday caravan and existing games room with a new detached dwelling and replacement games room) to allow change of design of dwelling, change of games room to garage, additional planting / landscaping and refurbishment of access (partially in retrospect)

SITE ADDRESS : Argoed Cottage, Harrolds Farm, Jeffreyston, Kilgetty, SA68 0RT

Approval Granted

(b) *The Planning Inspectorate Town & Country Planning Act 1990*

The application for an award of costs is allowed in the terms set out in the Costs Decision

Costs application in relation to Appeal Ref: App/N6845/A/18/3193911

Site Address : Apple Camping, Norchard Farm House, Redberth, Tenby, Pembrokeshire SA70 8RX

(c) *The Planning Inspectorate Section 78 Town & Country Planning Act 1990*

Appeal Ref: APP/N6845/A/18/3193911

Site Address : Apple Camping, Norchard Farm House, Redberth, Tenby, Pembrokeshire SA70 8RX

Appeal allowed as set out in the Appeals Decision

(d) *Planning Application from Pembrokeshire Coast National Park Authority*

NP/18/0271/FUL The Nook, Cresswell Quay, Kilgetty, Pembrokeshire SA68 0TH

Proposal : Wrap around single storey extension

Councillor R S Scourfield declared his interest in the application as an employee of Pembrokeshire Coast National Park Authority, took no party in the discussion and did not vote.

RESOLVED : That the Council supports the application

11. Financial Matters

(a) Payments

The following accounts were submitted for payment	Amount
Mrs C M Everall - Salary 30.04.18 (April)	£97.43
Mr T R Edwards - Internal Audit Fee	£40.00
Zurich Municipal – Insurance Renewal 2018 / 2019	£206.08

RESOLVED : *That the accounts be approved for payment*

(b) HSBC Bank Balance

Clerk reported that the bank balance as at the 20th April 2018 was £1698.81

This includes receipt of the 1st instalment of the 2018 precept

(c) Audit of Accounts for Year Ended 31.03.18

A copy of the Audit Statement / Receipt & Payments Account and Bank Reconciliations for the Year was circulated to members.

The accounts had been audited by the Internal Auditor, Mr T R Edwards

One matter arose which required the Council's attention :-

Risk Assessment

Although a risk assessment was completed during 2018, it was not formally minuted as required in Regulation 5 of the Accounts and Audit (Wales) Regulations 2014. The Risk Assessment review must be conducted by the Council at least once a year and its approval minuted before the end of the Financial Year

The Council unanimously approved the reviewed Risk Assessment

RESOLVED *That the Statement of Accounts and Annual Governance Statement together with the Receipt & Payments Accounts for the Year ended 31.03.18 be approved and signed by the Chairperson and Responsible Financial Officer*

12. Highway Matters

Road and grass verge on Millway Lane, Cresswell Quay. Clerk advised that the problem had been reported to PCC however as the situation remained unchanged a reminder along with photographs would be sent to the Highways Department

Item carried forward

13. Any Other Business

(a) Community Notice Boards Clerk reported that whilst placing items on the notice boards in Cresswell Quay she was approached by a previous council member who advised that he had stored some paint that had been used to maintain all 3 boards. The maintenance of the boards was discussed along with the possibility of changing the location of the board at the former Yerboston.shop to the Loveston area.

Mr R Scourfield to make enquiries with the Secretary of Bethel Chapel to see whether we can relocate near there

(b) Benches at Cresswell Quay It was reported that the two benches were in a sorry state of repair and could do with some remedial work also one bench is not secured to the base and is very unsteady. *Clerk had taken photographs and sent to PCC requesting someone check both benches asap*

(c) Information Panel, History of Jeffreyton Clerk had been approached about the state of repair of the panel situated opposite the Jeffreyton Inn. Having made enquires it transpires that it was installed by SPARKS (now PLANED, Narberth) around 2007. A quote had been received for a new replacement panel (£288.00 inc VAT) Following a discussion it was decided that the *Clerk should make enquiries as to who owns the ground it is situated on and what were the terms of reference when SPARKS installed it.*

Item carried forward

14. Date of next meeting

The next meeting will be held **on Monday the 11th June2018 at 7.00 pm**

The meeting was declared closed at 08.50 pm

Signed : Chairperson

Date :

