**PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held via Zoom on Wednesday 24th November 2021 at 7.30 pm.

Present: Mr. Wyn Williams, Mr. Dewi Lewis, Mrs. Susan Collins, Mrs. Anne Thomas, Cllr Bob Kilmister and Mrs. Eirian Forrest (Clerk).

1. Apologies: Nil
2. Minutes of the last meetings AGM 03.11.21, Ordinary meeting 03.11.21, extraordinary meeting 17.11.21 - Copies of the minutes of the last meetings had been distributed to members. Dewi raised there was an error in Point 2 of the minutes of 17.11.21, an agreement was not reached on replacing the pipe on the green which holds the Christmas tree in place. Dewi felt the current pipe did not need replacing. It was then agreed that Susan asks Robert and Gareth to provide more details of what they are proposing. The other minutes were agreed that they were a true record and were to be signed.
3. Matters arising from the minutes
* Casual vacancies – No interest. It was felt that the lack of interest is due to the pandemic where people are reluctant to get involved.
* Fallen 30mph Sign – Bob is trying to arrange a meeting which will be after 10th December with Marc Owen to discuss this matter plus the parking issue.
* Bin next to Puncheston bus shelter – No response from Neil McCarthy. The Clerk has received posters from Keep Wales Tidy which could be displayed. Susan agreed that she would be able to get these laminated.
* Mosaics in Little Newcastle and Puncheston – Update from Amanda Lawrence that the children had picked the loose mosaics from the Puncheston plinth. Anne is yet to collect and drop off the ones from Little Newcastle.
* Defibrillator – Susan has agreed to be registered as the Guardian and to ensure it is rescue ready. Susan agreed for her contact details to be passed on to the Welsh Ambulance Service, however, she needs someone to talk her through how to open the case.
* Deep surface water trench by Tufton Arms – no response.
1. Highway matters

 Nil

1. Planning

21/0634/PA – Penlan Oleu, Puncheston – Agricultural shed part stables (in retrospect) – Following a discussion, two councillors were in support, two objected, therefore, it was agreed to submit a response of divided opinion

1. Cwm Gwaun & Puncheston Broadband project

The application is still waiting a decision for first stage approval from the Department of Culture, Media, and Sport.

1. Puncheston Village Green wall and path – Enhancing Pembrokeshire Grant (EPG)

Since the last meeting, the Clerk from looking for evidence to submit with the Land Registry application, found a Licence Agreement dated 29.10.2014 from PCC to the community council giving permission to occupy PCC owned land to maintain the flower beds, which alters the situation. Bob will discuss this with Helen McLoed-Baikee with a view that PCC transfer the lease to the community council. The draft application form had been submitted to PCC and a response received from Sinead Henehan that further match funding is required. Suggestions are to increase the amount of volunteering work to be factored into the cost, i.e., project management, clearing up the site during and after completions, assembling the benches and picnic table, and clean up the flower borders, replanting etc., this was agreed, and everyone was happy to help. Dewi suggested covering the flower borders with taupauling to help reduce the amount of debris falling into the borders during construction. It was also agreed to increase the Precept for 2022/2023 to enable enough match funding to be reached.

1. Puncheston Play area lease

Dewi had spoken to Chris Hedley about the cost of the cutting the grass on the play area, he charges £50 per cut, which includes removal of the grass, and can also trim hedges. Huw Bevan had told Susan that the Recreation Committee would like the grass to be cut six times per year, once per month from April – September. Dewi will advise Chris the requirement and Bob will advise Helen at PCC to proceed with the transfer.

1. Parking Issues in Puncheston

This issue will be discussed during the meeting Bob will have with Marc Owen.

1. Budget/Precept

The draft budget was circulated to members, and with the play area lease being transferred to the community council, will save an annual rent of £30, however the cost of grass cutting (£300) and the works to the village green would leave a shortfall if the precept remained as it was. Due to match funding required to enable the EPG application to proceed, it was agreed to increase the precept for 2022/2023 to £4400.00. It was noted 2023/2024 Precept would be reduced.

1. Clerk’s salary and expenses
2. It was proposed by Dewi, seconded by Susan to pay the Clerk’s salary - £600.00, and proposed by Wyn, seconded by Susan to pay her expenses of £76.31.
3. Christmas tree lights – PAT testing & risk assessment

It was agreed for Susan to phone Huw Bevan to ask Tom Bevan (TJB Electrics) will carry out the PAT on the Christmas tree lights and request a risk assessment when erecting the Christmas tree.

1. Boundary wall of Village Green – Christmas Carol Concert

Wyn queried if a risk assessment was required of the boundary wall before the Carol Concert took place, Bob felt that one was not required.

1. Correspondence
2. One Voice Wales – requiring the Chair’s contact details. The Clerk has forwarded these details on.
3. Wales Air Ambulance – thank you for the donation letter.
4. Keep Wales Tidy – Dog fouling posters. Susan agreed to laminate these and display on the bin by the bus shelter, near the play area and the Green at Little Newcastle.

1. Any other matters
2. Wyn reported a new ‘No through road’ sign at the top of Station View and enquired if this was PCC highway land. Wyn was asked to send a map of the area to the Clerk and Bob so they can check.
3. Ann reported streetlights not working outside Llygad y Haul and Y Bwthyn. She will get the streetlight numbers and forward onto the Clerk.

The meeting finished at 9.15pm.

Date of the next meeting 26th January 2022