

# WOLFSCASTLE COMMUNITY COUNCIL



## ANNUAL REPORT 2021-22

By Carol Williams, Clerk & RFO

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## CONTACT DETAILS

Mrs. Carol Williams

Wolfscastle Community Council Clerk & RFO / Clerc Cyngor Cymuned Casblaidd ac RFO


Wolfscastle Manse / Y Mans


Wolfscastle / Casblaidd

Haverfordwest / Hwlfordd

Pembrokeshire / Sir Benfro

SA62 5NB

 01437 741706

 07538 545 705

 [wolfscastlecommunitycouncilclerk@outlook.com](mailto:wolfscastlecommunitycouncilclerk@outlook.com)

<https://pembstcc.co.uk/wolfscastle-community-council>



## TOWN AND COMMUNITY COUNCILS WITHIN PEMBROKESHIRE COUNTY COUNCIL

Pembrokeshire currently has ten Town Councils, which serve the area's larger settlements, and 67 Community Councils, which serve the more rural areas.

Town and Community Councils serve their community by exercising a range of statutory powers and duties with the aim of improving the quality of life in their locality.

Each council is made up of elected members, or in some cases co-opted members. Community and Town councils are responsible to their local electorates for delivering a wide range of services and for the provision and upkeep of local amenities.

We have developed a Town and Community Council website that brings together information about all our Town and Community Councils. Most Town and Community Councils have listed their more recent agenda and minutes of meetings along with contact details for individual Town or Community Councillors.

[Town and Community Councils - Pembrokeshire County Council](#)

## MEETINGS

Parish Council meetings are normally held on the second Tuesday of each month at either Penybont Vestry or Treffgarne Village Hall, except for August and January. A meeting timetable is posted on the website <sup>(appendix1)</sup>.

During the year the Community Council continued to work on behalf of the local community on a variety of issues. The volunteer community Councillors were assisted by several other groups and individuals, notably the former Clerk and Pembrokeshire County Council.

Meetings start at 8pm, members of the public are welcome to attend although if they want to ask for information, they must submit their question at least 7 days prior to the meeting for it to be added to the agenda and for Councillors to have time to look at the information.

## MAP OF WOLFSCASTLE PARISH COUNCIL BOUNDARIES



Wolfscastle is situated in the valley of the Western Cleddau at the northern entrance to the Treffgarne Gorge. It is of equal distance with Fishguard to the north and Haverfordwest to the south on the A40. The Community area also includes the hamlets of Welsh Hook, St Dogwell and Treffgarne.

Residents of Wolfscastle and surrounding areas of which there are an estimated 708 residents have a proud community spirit which is clear to see when we come together for events such as our annual festival week, events held by Ysgol Casblaidd, Penybont and Treffgarne Owen chapels and other events coordinated by enthusiastic village groups and committees. The numerous Wales in Bloom awards and our Britain in Bloom award are proudly displayed in our village.

## CHAIRMANS OVERVIEW OF THE YEAR

Once again, this has been a difficult year, but the Community Council has found ways to continue to serve the Parish during the pandemic. I would like to thank all Council members for adapting and allowing us to carry on in these challenging times allowing us to continue with our work during my time as chairman in 2021-2022.

Highlights for me have been installing new noticeboards, representing the Parish at the Remembrance Day services, ensuring that issues in the village are dealt with promptly and generally endeavouring to keep to the high standards we aspire to within our parish.

I wish to give my thanks to Rev. Geoffrey Eynon our Clerk and Responsible Finance Officer, who retired from the Council this year after 39 years, for all the work he did for the residents of the Parish. I welcome to the Council Mrs. Carol Williams who took over as Clerk and RFO in January 2022 and look forward to working with her in the future. My year as Chair has been assisted by the support received from the Vice Chair, Cllr. Gerallt Miles, I also thank all Council members for their work and resilience during these difficult times. The year has turned out to be highly successful under the circumstances.

I hope you will join me in looking forward to future events planned in the Parish which include the Queens Platinum Jubilee celebrations and Festival Week, to name a few.

Cllr. Brynmor Harries, Chairman



## WOLFSCASTLE COMMUNITY COUNCIL AIMS AND OBJECTIVES

The Council's key aims are:

- To act as a link between public sector organisations and the community on a range of subjects including the environment, planning, community facilities, community safety and other issues affecting the area
- To develop a picture of community needs to influence services and policies
- To represent the views of the community
- Provide a wide range of advice, information and support for the community and local voluntary groups
- Identify concerns and issues and seek to develop solutions with other partner organisations
- Support community projects and groups

## ELECTION OF COUNCILLORS

In May 2021 Councillors elected officers for the year 2021/22

They were as follows:

- Chairman: Cllr Brynmor Harries
- Vice Chairman: Cllr Gerallt Miles
- Signatories: Cllrs Barrie Griffiths and TC Griffiths
- Planning Sub-Committee: As in previous years.
- Internal Auditor: Mr Eric Williams
- RFO & Clerk: Rev'd Geoffrey Eynon
  - (In retrospect; Carol Williams took over in January 2022)



## SUMMARY OF THE COUNCIL'S ACTIVITIES AND DECISIONS

COVID-19 has presented a significant problem this year, but the Council has nevertheless kept going and found other ways of meeting and communicating. We are now back together having face to face meetings which is wonderful.

### PUBLIC INVOLVEMENT

Members of the public are welcome to join us at Community Council meetings. We will hopefully in the near future introduce online meetings so members of the public and Councillors alike can join us from anywhere using Teams making meeting inclusive to all.

If you have any problems which fall within the Council's remit, please do tell us about them and we will support you if we can.

### NOTICEBOARDS



Norman Industries.

Thank you to the Councillors for taking the time to instal them.

There are 3 notice boards within our Parish. One in higher Wolfscastle on the corner between Ysgol Casblaidd and Wolfscastle Country Hotel, another in lower Wolfscastle opposite Penybont Chapel and a third in Treffgarne Village.

We have recently purchased new noticeboards for all sites and are waiting delivery from




*Wolfscastle and Treffgarne village noticeboards, 2022*

## WEBSITE

The Community Council website can be found on [Wolfscastle Community Council - Town and Community Councils \(pembstcc.co.uk\)](http://Wolfscastle Community Council - Town and Community Councils (pembstcc.co.uk)) it has copies of approved minutes, the timetable of meetings <sup>(appendix1)</sup>, details of Elections and contact details. For information on local events and initiatives, please follow us on social media.

**PEMBROKESHIRE**  
*Town & Community Councils*

Friday, 25<sup>th</sup> March 2022  
[Home](#) | [Accessibility](#)




Wolfscastle - Wolfscastle Community Council

### Wolfscastle Community Council




Wolfscastle is situated in the valley of the Western Cleddau at the northern entrance to the Treffgarne Gorge. It is of equal distance with Fishguard to the north and Haverfordwest to the south on the A40. The Community area also includes the hamlets of Welsh Hook, St Dogwell and Treffgarne.

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The Wolfscastle Community Council meets monthly at 8.00pm on the second Tuesday of the month at either Pen-Y-Bont Vestry or Treffgarne Village Hall. Please note, there is no meeting held in August unless urgent matters arise.




### Recent Uploads:

-  [NOTICE OF ELECTION County Councillors 1](#)  
Published: 15/03/2022
-  [NOTICE OF ELECTION of Town and Community Councillors 1](#)  
Published: 15/03/2022
- [Minutes February 2022](#)  
Published: 14/03/2022
- [Timetable 2022 2023](#)  
Published: 09/02/2022
-  [Minutes January 2022](#)  
Published: 08/02/2022

[View All Documents](#)

### Council Boundaries:



## SOCIAL MEDIA

This year we have joined the Social Media community. We hope this helps members of the community to approach us for support and to find out about what is going on in the Parish and County. Look for us on Facebook, Twitter, and Instagram.



## REPRESENTATION

One of the main roles of the Community Council is to make sure local views are heard by the people and organisations making decisions on issues affecting our area. One of the main areas of concern is planning. The Council considers each application and where appropriate makes comments to Pembrokeshire County Council. The final decision doesn't always reflect our views, but it is important local views are contributed.

The Council is also aware of people who have established schemes to support neighbours who were isolated or had COVID-19. We would like to thank everyone who stepped up in this way.

## POPPY WREATHS

This year the council purchased two poppy wreaths. One to be placed at the school Cenotaph on Remembrance Day and the other at Letterston Cenotaph on 14<sup>th</sup> November 2021. Our Chairman Cllr. Brynmor Harries represented the Community at both events.

The money for the wreaths has been paid to The Royal British Legion so they can continue their good work.



PHOTOGRAPH FROM A PREVIOUS YEAR OF OUR PLACE OF WORSHIP FOR REMEMBRANCE DAY AT YSGOL CASBLAIDD.

## CHRISTMAS TREES

Once again, we had wonderful comments on how festive the trees in Wolfscastle and Treffgarne looked. The Community Council invested in more lights for the planted tree in Wolfscastle and paid towards the annual tree for Treffgarne village.



## ENVIRONMENT

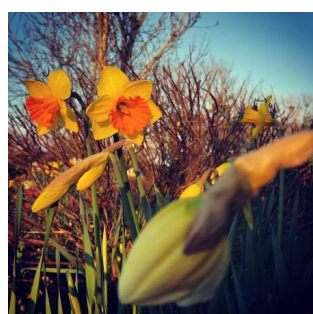
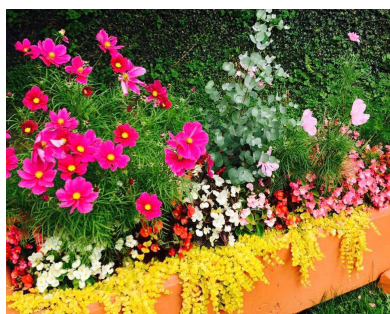
Our environment is important to us within our Parish, we try our best to be as resilient and environmentally friendly as we can.



We also have some amazing young people in the village who go above and beyond to keep our village clean and tidy.

## VILLAGE FLOWERS AND BORDERS

The communities within the Parish take great pride in making our villages look pretty for villagers and visitors. Over the years we have won Wales in Bloom countless times and won Britain in Bloom which was a fantastic achievement. Although we haven't taken part recently, the borders, pots and gardens always have a fantastic show of flowers.





## GRASS CUTTING

Our village greens in Wolfscastle are maintained by Tim Brookes Garden Services in the summer months.

## ST DAVIDS DAY



ST David's day is always a highlight within our community. Unfortunately, this year we couldn't have our usual evening celebration with entertainment, cawl, Welsh Cakes and Bara Brith like previous years but the daffodils were out, and the flags were up!



## COFFEE AND CHAT

Coffee and chat mornings are held at Penybont Vestry in Wolfscastle on the last Friday morning of the month and have been a resounding success. Members of the community have enjoyed meeting up again and having the company of friends after so many events being cancelled due to COVID-19.

## FINANCE

SUMMARY OF ACCOUNTS April 2021- March 2022		Income	Expenditure
	Balance carried forward	£5722.08	
23/04/21	Precept (1)	£1584.000	
17/08/21	Precept (2)	£1583.00	
13/12/21	Precept (3)	£1583.00	
01/01/22	Wayleave	£5.49	
06/05/21	One Voice Wales		£100.00
16/05/21	Zurich Municipal		£257.60
12/08/21	Tim Brookes		£168.00
12/08/21	Welsh Water		£14.95
14/10/21	Mr Eric Williams		£40.00
16/11/21	Tim Brookes		£168.00
16/11/21	Commemorative Mugs		£745.68
16/11/21	Pembs Sheepdog Trials		£50.00
16/11/21	Treffgarne Community Hall (Tree)		£40.00
11/01/22	G Eynon		£1800.00
11/01/22	Clerk wages – January 2022		£186.66
01/02/22	Clerk wages – February 2022		£186.66
01/03/22	Clerk wages – March 2022		£186.66
02/02/22	Welsh Water		£13.33
08/02/22	Royal British Legion		£40.00
09/02/22	St Dogwell's Welfare		£130.00
09/02/22	Wales Air Ambulance		£35.00
09/02/22	Hafal Crossroads		£35.00
09/02/22	Samaritans		£35.00
09/02/22	Urdd Gobaith Cymru		£35.00
09/02/22	Fishguard YFC		£50.00
09/02/22	Wolfscastle in Bloom		£50.00
09/02/22	Wolfscastle Festival		£50.00
09/02/22	Sandy Bear Children's Charity		£40.00
09/02/22	Paul Sartori		£35.00
08/03/22	One Voice Wales		£105.00
08/03/22	Penybont Chapel		£90.00
22/03/22	Treffgarne Community Hall		£60.00
22/03/22	Steve Maycock – AEG pads		£39.00
	Totals	£10,477.57	£4,786.54
	General Reserve		<b>£5,691.03</b>

The general reserve is legally required to be maintained to cover unexpected emergencies which may arise during the year. The full Receipts & Payments Statement can be viewed on the website (published following 31<sup>st</sup> March annually) and copies are available on request.

## CHARITABLE DONATIONS

Financial pressures have been especially hard this year due to the pandemic halting fundraising activities. Every year Wolfscastle Community Council donate funds to various charities to help them with the invaluable work they do within our communities.

This year the following charities received funds during the month of February:

Charitable Donations 2022	
St Dogwell's Welfare Committee	£130.00
Wales Air Ambulance Charity	£35.00
Hafal Crossroad Pembrokeshire	£35.00
The Samaritans	£35.00
Urdd Gobaith Cymru	£35.00
Fishguard Young Farmers Club	£50.00
Wolfscastle in Bloom Committee	£50.00
Wolfscastle Festival Committee	£50.00
Sandy Bear Children's Bereavement Charity	£40.00
Paul Sartori Hospice at Home	£35.00

## VILLAGE IMPROVEMENT FUNDING



The Council has continued to fund projects in the area. New noticeboards have been ordered for both Wolfscastle and Treffgarne villages. They will be installed shortly.

This funding is generally used to improve the area and benefit our residents. An example of this might be the community defibrillators which we regularly pay for replacement pads and batteries as they go out of date. Mr Steve Maycock from Wolfscastle kindly checks the equipment periodically in Wolfscastle.

We also pay for the Water supply to the Wolfscastle Village fountain.



*Photograph: Wolfscastle Water Fountain*

## GOVERNANCE AND ACCOUNTABILITY

Wolfscastle Community Council administers its own affairs effectively as evidenced both by internal and external auditing procedures.

Finances are coordinated by the Responsible Finance Officer and counter signed by two Councillors. There is no petty cash.

The Community Councils main funding for the year was from a Precept of £4,750.00.

The Council is authorised to make available a payment to each of their members of £150.00 per year for costs incurred. However, it was agreed by Councillors in May 2021 not to claim any payments for the 2021-2022 period.

Mr. Eric Williams performed our Internal Audit of accounts shortly after the year end and results were reported in the July 2021 meeting.

Council members formally approved the Annual Governance Statement for 2020/21, answering statements 1-8 in the affirmative (statement 9, regarding trust funds administered by the Community Council was completed as not applicable).



The 'Auditor General appointed Monday, 20th September 2021 as the date from which electors could express their rights under the Public Audit (Wales) Act 2004.' The Notice of Audit was displayed in a conspicuous place by 6 August 2021. The annual return was certified by the RFO and approved by the Council, by 30 June 2021.

An external audit requirement was for the Clerk to have a Contract of Employment.

## STAFFING

This year we said a fond farewell to our longstanding Clerk.



Rev. Geoffrey Eynon served our community in the role of Community Council Clerk and Responsible Finance Officer for 39 years. A formal presentation was held at the Welfare Committee Christmas Lunch at Wolfscastle Hotel on 2nd February where Rev. Geoffrey Eynon was presented with gifts and thanked by members of the Council, the Welfare Committee, and villagers. Diolch yn fawr iawn i ti Parch. Eynon am eich gwasanaeth / thank you very much Rev. Eynon for your service.

Mrs. Carol Williams took over the role in January 2022 and hopes to continue with the high standard that has been set over the years.

*It is an involved role, and I am enjoying the new challenge immensely. My background is in Management, Leadership, and IT so I hope to bring some of my knowledge and experience from 20+ years Managing Clinical Audit in the NHS to this additional role. I look forward to the future, working with our dedicated Community Councillors on behalf of the community.*

*Carol Williams, March 2022*



## LOOKING AHEAD TO 2022-2023

Next year we hope COVID-19 will pass and that we can re-establish all our usual events, outings and get togethers within our Parish. We have missed out on a lot of social events during the pandemic, so we look forward to a healthier and brighter future.

The Council will as always carry-on meeting and doing its good work within the locality and we welcome input from members of the Parish both in terms of reporting issues and involvement in local events.

Currently we are working on a training plan for Councillors and the Clerk for 2022-2023 which will be publicised before 5<sup>th</sup> November and of course we look forward to publishing our second Annual Report in April 2023.

## PARISH COUNCILLOR'S CONTACT DETAILS

Cllr. Brynmor Harries (Chair) 01437 741131 <a href="mailto:harries03@btinternet.com">harries03@btinternet.com</a>	Cllr. Gerallt Miles (Vice Chair) 01437 741203 <a href="mailto:oliversarah@hotmail.com">oliversarah@hotmail.com</a>
Cllr. Barrie Griffiths 07974643314 <a href="mailto:barrie.griff@btinternet.com">barrie.griff@btinternet.com</a>	Cllr. Tom Griffiths 01437 741549 <a href="mailto:tcgbrynsiriol@gmail.com">tcgbrynsiriol@gmail.com</a>
Cllr. Peter James <a href="mailto:Peter.james13@btconnect.com">Peter.james13@btconnect.com</a>	Cllr. Gerwyn Williams <a href="mailto:Gerwynjwilliams@gmail.com">Gerwynjwilliams@gmail.com</a>
Cllr. Michelle Bateman (PCC) 07878 857197 <a href="mailto:michellebateman307@btinternet.com">michellebateman307@btinternet.com</a>	



Published by: Wolfscastle Community Council  
Wolfscastle Manse, Wolfscastle, Haverfordwest, Pembrokeshire, SA62 5NB

This report highlights the main achievements and activities of the Council throughout the year. Information was correct at the time of publication, please check the website for any updates.

## APPENDIX

### 1. MEETING TIMETABLE



## **TIMETABLE / AMSERLEN 2022-2023**

**Meetings are held on the second Tuesday of the month at 8pm**

Tuesday 12 <sup>th</sup> April 2022	Penybont Vestry
Tuesday 10 <sup>th</sup> May 2022	Penybont Vestry
Tuesday 14 <sup>th</sup> June 2022	Treffgarne Hall
Tuesday 12 <sup>th</sup> July 2022	Penybont Vestry
AUGUST	NO MEETING
Tuesday 13 <sup>th</sup> September 2022	Penybont Vestry
Tuesday 11 <sup>th</sup> October 2022	Treffgarne Hall
Tuesday 8 <sup>th</sup> November 2022	Penybont Vestry
Tuesday 13 <sup>th</sup> December 2022	Penybont Vestry
JANUARY	NO MEETING
Tuesday 14 <sup>th</sup> February 2023	Treffgarne Hall
Tuesday 14 <sup>th</sup> March 2023	Penybont Vestry

Clerk/RFO: Carol Williams, Wolfscastle Manse, Wolfscastle Haverfordwest, Pembrokeshire, SA62 5NB  
[wolfscastlecommunitycouncilclerk@outlook.com](mailto:wolfscastlecommunitycouncilclerk@outlook.com) 01437 741706 / 07538 545705