**CYNGOR CYMUNED PUNCHESTON /** **PUNCHESTON COMMUNITY COUNCIL**

A meeting of Puncheston Community Council was held 25 May 2022 at Smyrna Vestry, Puncheston at 7.30 pm.

Present: Mrs. Anne Thomas (Chair), Mr. Wyn Williams, Mr. Dewi Lewis, Mrs. Susan Collins, Mrs. Samantha Lewis, Mr. Jamie Williams, and Mrs. Eirian Forrest (Clerk).

1. Apologies: Cllr. Delme Harries
2. Welcome /Introduction – Anne welcomed Jamie and Samantha to the Community Council and welcomed everyone back to face-to-face meetings, and thanked Eirian for sorting the Zoom meetings during the pandemic. Anne made new members aware that the community council covers the areas of Puncheston, Little Newcastle and Henry’s Moat. Eirian said for information that Anne and Wyn are on the Henry’s Moat ward and the others Puncheston.
3. Declaration of Acceptance of Office

The forms were completed and signed by everyone.

1. Minutes of the last meeting (03.03.22) Copies of the minutes of the last meeting had been distributed to members it was proposed by Dewi, seconded by Susan, and agreed that they were a true record and were to be signed.
2. Matters arising from the minutes
* Mosaics in Little Newcastle and Puncheston – Anne has a bag full of mosaics that have fallen off the Little Newcastle plinth. She will arrange to hand them into Amanda Lawrence, and noted it is a shame that they are falling off after the children worked so hard in designing and making them.
* Branch hanging on telegraph wire by Yet Y Rhug, Little Newcastle – response received that nothing can be done as it is not on the ground, would be up to landowner to remove.
* Surface water by Tyriet on road from Puncheston to Trecwn – due to the recent dry weather unsure if this has been done.
* Bus shelter – Delme had told Eirian that there was still half a tin of paint left. Wyn and Dewi said that it needs another coat and the sides of the shelter need painting and will arrange for it to be done.
* Tree planning in PCNPA area – Eirian had received a response from Richard Vaughan, PCNPA who is willing to come out to discuss where to plant the tree. Susan and Samantha are willing to meet up with him, Eirian will forward their email addresses onto Richard.
* Financial Standing Order Accounts reconciliation - Susan had completed the reconciliation, all ok, and the form has been signed.
1. Highway matters
2. Susan and Anne agreed that the road from Puncheston by Lower Puncheston and by Essex Hill is very rough with potholes. Eirian will pass the information onto Delme.
3. 20 mph by the school – Delme is waiting for an update
4. Planning
5. 21/1036/TF – Tree surgery at Puncheston Farm - approved
6. 21/1159/PA – Replacement dwelling and conversion of existing dwelling to garage/workshop at Greenland Farm, Puncheston – refused. Eirian noted that the applicant has a right to appeal this decision.
7. Cwm Gwaun & Puncheston Broadband project

No update.

1. Puncheston Village Green wall and path – Enhancing Pembrokeshire Grant (EPG)
2. Notice received from Helen McLeod-Baikie, PCC that when she started the process of registering the village green, Legal found documents that showed the land was already in the ownership of Puncheston Community Council, and it was advised that the land is registered. Jamie knows someone who works in Land Registry and will make enquiries on how to register and cost etc.
3. Kevin Shales, PCC has sent various form to be completed when the project starts.
4. Nigel Griffiths has made contact saying he will commence the works after the Jubilee celebrations.
5. Puncheston Play area lease

Helen McLeod-Bailkie has advised that the draft legal agreement is ready, and contact details for our Solicitor and Surveyor is needed. Wyn will speak to a Solicitor he knows.

1. Happy to Chat bench

Eirian has received a called saying the bench is ready to be delivered. PCC are laying the slab for it, but firstly the agreement is needed from the Community Council that the bench will be maintained. Sam raised concerns that where it will be situated that it may catch fire when the moor is set on fire annually, however after further discussion it was proposed by Susan, seconded by Samantha, and agreed that the Community Council would maintain the bench.

1. Amendment to Financial Standing Order to increase the amount the Clerk can authorise for emergency purchases

The current financial standing order only allows the Clerk to authorise emergency purchases up to £250 and considering a recent event where the defibrillator was not working because the battery had died and a gentleman had passed away, it was proposed by Susan, seconded by Dewi, and agreed that the amount should be increased to £400.

1. Queens Jubilee Celebrations
2. The Recreation Committee have organised two meetings to arrange the celebrations and have asked the Community Council to donate large bars of chocolate with the ‘Jubilee’ logo as prizes for four competitions. Susan has agreed to buy the chocolate and will be reimbursed at the next meeting which was agreed by all. During the weekend there are various activities arranged, raffles, magician etc.
3. Amanda Lawrence had told Samantha that the children were not being presented with any souvenirs. Samantha felt that the children should be given something to remember the occasion. A discussion was held as to what and whether all the children should be given something or just children from the Puncheston Community Council area. It was agreed that all the children should receive. Due to lack of funds, Dewi suggested that for this year only, that no donations are given to various charities, and a donation is given towards the purchase of a souvenir. Samantha during the meeting contacted the Parents & Friends (PTA) of Ysgol Casmael committee to ask if they would match fund the donation, which they agreed. It was proposed by Dewi, seconded by Wyn that a donation of £100 is given.
4. In fairness, a donation should be donated to the Little Newcastle Community Association also towards their celebrations, it was proposed by Dewi, seconded by Wyn that a donation of £50 is given.
5. Annual Accounts & Asset Register
6. The end of year accounts had been circulated to members before the meeting. Barclays account balance on 30 March 2022 was £852.43, during the financial year, receipts was £3593.01, payments amount - £2635.58, two cheques (£115) have not been presented. Anne signed the accounts.
7. The list of the Asset register value was confirmed as no changes to 2021 and is valued at £27,607.00 and was signed by Anne.
8. Annual Audit 2021 Conclusion

The Annual Audit conclusion for 2020/2021 received. The Audit opinion was ‘Unqualified,’ and the Audit Notices have been displayed in the notice boards in Tufton, Puncheston and Little Newcastle and has also been published on the Community Council website.

1. Invoices:

Payment for the invoices below were agreed

* Zurich Insurance renewal - £457.03
* SWALEC – Christmas lighting - £32.38
* One Voice Wales Membership - £89.00
* First Rescue defibrillator battery and pads (reimburse Gavin Ross) - £339.54
1. Donation requests

Nil – see Item 13b

1. Correspondence
2. PCC Precept remittance for 20.04.22 - £1600
3. Local Places for Nature – 2022 applications opened
4. PCC, David Rees, Landscape Architect services
5. Louise Williams, Focus Features project
6. Hywel Dda – notice to disclose under FOI (8257) – the letter the CC sent in response to the consultation to downgrade Withybush hospital will be disclosed.
7. Any other matters
8. Dewi thanked everyone for the Get-Well card he received during his recent stay in hospital
9. Dewi queried the letter and form he had received from PCC Elections Office regarding the amount of expenses incurred during the election. Nil returns are required.
10. Anne noted that the bench in Little Newcastle has moss growing on it and needs staining.
11. Sharon Wormleighton had emailed Eirian saying that the water course in front of Church Farmhouse had recently been diverted but has since been rectified. She wanted it noted on the minutes in case it happens again.
12. Susan said that Gerald Tait had reported Japanese Knotweed growing on the moor, Jim Dunkley, PCC has sorted it.
13. Susan said that Robert Griffiths has agreed to be support guardian for the defibrillator.
14. Susan queried a comment that Delme had made saying he was going to put up signs warning people that they would be fined if they do not clean up after their dogs. She questioned who would police this?
15. Burial Board Annual Report dated 11th April 2022 received
16. Date of AGM – 22nd June 2022

The meeting finished at 9.35 pm

Date of the next meeting is 22nd June 2022.

**Signed ………………………………………………………………………………………………………………….**

**Date………………………………………………….**