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

A meeting of Puncheston Community Council was on 28 September 2022 at Smyrna Vestry, Puncheston at 7.30pm.

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

1. Apologies: Mr. Wyn Williams
2. Minutes of the last meeting (27.07.22) Copies of the minutes of the last meeting had been distributed to members, it was agreed that they were a true record and were to be signed.
3. Matters arising from the minutes
* Surface on road from Puncheston to Little Newcastle and by Essex Hill – All done.
* Repairs to telephone kiosk at Little Newcastle – Anne has spoken to Richard Davies and was told he wants to keep the kiosk as it enhances the village green, he will make enquiries about getting it repaired.

Susan called to the property next to the kiosk in New Inn, the gentleman who asked about setting up the book swap in the kiosk has passed away, his wife asked if the CC would be willing for it to house a defibrillator in his memory. She will raise the funds to buy it, and maintain it, but asked if the CC would be willing to maintain the kiosk. Members agreed.

Susan suggested applying for another Enhancing Pembrokeshire Grant to repair both kiosks (New Inn and Little Newcastle). Eirian will make enquiries.

* Happy to Chat bench – Slab will not be in place till October/November, Norman Industries want to deliver the bench as it is taking up space in their warehouse. Delme agreed to take delivery of it. Eirian will arrange delivery.
* Gift and meal for Bob Kilmister – Nicola Kilmister needs to have surgery in the next couple of weeks, and then they are moving out of the area, therefore a meal will not be possible. Anne will arrange the gift, and plans will need to be agreed to deliver the gift to them.
* Dog fouling – The Dog Warden has delivered dog fouling signs to Eirian; some were taken by Delme to be put up in problem areas, and some left in the Vestry as spares. Delme noted that the Dog Warden had been out twice and feels this has made a difference.
* Bwcabus – Positive feedback with the new service (remove from agenda)
* 20 mph zone – PCC Officer, Claire Williams has visited Puncheston and said that various options are being considered to put in place until the law changes next year and will report back.
* General Allowance payments made – Cheques issued to Anne, Wyn and Dewi in August, and a cheque posted to HMRC for the tax element of the payments.
* NHS – Hywel Dda – A healthier Mid & West Wales Zoom Meeting – Susan was unable to attend.
* Overgrown hedge past Glynhelyg – Done.
* Sewerage smell by Heol Dewi – Delme has written to the Chief Executive of Dwr Cymru who responded that it is being investigated but no further update.
* Japanese Knotweed between Dyffryn and Penrhiw, and by Llys Y Dryw – Has been treated. If Japanese Knotweed is found during hedge cutting it is routinely treated.
* Sunken area on road opposite the Church – is on the list but not a priority.
1. Highway matters
2. Delme has been told that the Garngwcw road will be done soon.
3. Two footpaths are closed which Delme has reported, however, has been told that there is a lack of resources, only two officers covering the County.
4. Road Closure proposed in Little Newcastle whereby the road by the Swan Inn and road out of Little Newcastle to Letterston will be closed at the same time. Delme has objected to two roads being closed at the same time.
5. Planning

22/0418/PA – Change of use of former Pumping Station into dwelling with separate new garage at Pumping Station, Little Newcastle – members were supportive of this proposal.

1. Puncheston Village Green wall and path – Enhancing Pembrokeshire Grant
2. A VAT Claim has been submitted, but payment has not yet been received.
3. Nigel is waiting for the chains to come back from being sandblasted, then he will submit the next invoice for the second phase of the works. Robert Griffiths has volunteered a lot during this project. Susan suggested a letter of thanks should be sent to him. Agreed.
4. Puncheston Play area lease

No update. Remove from agenda till an update is received.

1. Annual Audit

The CC is on the new cycle of audits for this year which is a full audit. Eirian misunderstood the instructions and had since had it confirmed that the basic audit needed to be done before sending off the additional information to Wales Audit, a new deadline has been given (31st October 2022), this will mean a Qualified report will be given. Sharon is currently working on the audit. The Annual Governance Statement will need to be signed off before the next meeting, therefore an extraordinary meeting will be held to sign off the statement.

1. Payment of defibrillator pads

Gavin Ross purchased replacement defibrillator pads and is due to be reimbursed. Payment made of £47.57.

1. Correspondence
2. PCC Precept payment 22.08.22 - £1600.00
3. PCC Remittance – Enhancing Pembrokeshire Grant drawdown 29.07.22 - £6050.00
4. PCC Dr Steven Jones – Ban of giving live animals as prizes – noted.
5. Woodland Creation Grant Scheme – noted.
6. PCC Development of Participation Strategy invite – Samantha agreed to attend on Tuesday 4th October.
7. PCC Code of Conduct training – Susan & Anne will attend 6th October; Jamie & Samantha will attend 25th October.
8. WPD Unmetered Connection for Christmas lights – Susan will ask Robert Griffiths to complete the form.
9. Hywel Dda Presentation – circulated to members.
10. COVID Response survey – circulated to members and on FB page.
11. PCC Green Infrastructure consultation – noted.
12. European eFuels, Statkraft UK Ltd – invitation for the Chair and Clerk to attend the Trecwn Green Energy Hub pre-launch briefing and site visit on 11 October, and opportunity to present to the CC. Anne agreed to attend on 11 October and it was agreed to invite them to attend the next meeting.
13. Any other matters
14. 4 Park Avenue – removal of front wall and caravan in front garden -the Tenancy Team have written to the occupants. Delme has also reported them and is waiting for an update.
15. Defibrillator training – Alison Evans asked about training. Eirian has messaged Gavin Ross who said that he is working on it, needs to borrow a manakin, but at the moment is short of time.
16. Sam reported the ‘No Dogs’ signs have been removed from the play area gate and fence and has seen dogs in the area. Eirian will ask the Dog Warden is she has any signage.
17. Delme has been appointed PCC’s Welsh Language Champion.
18. Ysgol Casmael need an outdoor learning area, however they don’t have the budget. Delme will put questions to the Council as to why not all schools have an outdoor area.
19. Susan will chase up Richard Vaughan regarding the tree planting.
20. Anne said the at the County Show the Fire Brigade were offering free smoke alarms and home visits to check fire safety (Stay Safe in the Home initiative), they will replace any fire alarms that are not working. It was suggested to put this on the FB page.

The meeting finished at 9.35 pm

Date of the next meeting is 26 October 2022.

**Signed……………………………………………………………………………………………**

**Date………………………………………………….**